



Rural Municipality of St. Laurent  
Regular Meeting  
August 3, 2023

---

**MINUTES**

A Regular Meeting of Council was held on Wednesday August 3, 2023 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

Present: Reeve Richard Chartrand, Councillors Tom Johnson, Maurice Leclair, Yves Combot, Perry Gaudry and CAO, Billie Jean Oliver

**Call to Order**

Reeve Rick Chartrand called the meeting to order at 10:00 a.m.

**Adoption of Agenda**

Res #303/2023                      Leclair- Combot  
BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as amended.

....Carried

**Zoning and Subdivisions**

**Public Hearings:**

Res # 304/2023                      Johnson - Gaudry  
BE IT RESOLVED THAT Council adjourn into the scheduled public hearing.

....Carried

The Chair (Reeve) read out the greetings and procedures.

Res #305/2023                      Gaudry – Combot  
BE IT RESOLVED THAT the public hearing close and that Council reconvene into regular meeting agenda.

...Carried

**CUSTL-16-23-Cherie read proposal and proof of notice. No written submissions. Nobody against proposal.**

Res #306/2023                      Combot – Gaudry

WHEREAS a Conditional Use application, CUSTL-16-23 was received from Interlake Metis Association Inc./Ashley Munro.

AND WHEREAS the said conditional use application is to allow “Special Events” on August 6, 2023. Lot ½, Plan 25049 & PL15-LA-381, 242 Veterans Memorial Road in the R.M. of St. Laurent.

THEREFORE BE IT RESOLVED THAT Council approve said conditional use subject to Part 3, Section 3.29(1) of the RM Zoning By-Law 5/05 (amended by RM by-law 2/2018), specifically:

1. That the applicant files a site plan with the RM showing details such as:
  - a. Emergency and service vehicle access routes;
  - b. Location of first aid and security booths;
  - c. On-site parking area;
  - d. Activity and washroom locations
  - e. Schedule/itinerary of events.
2. That all refuse/garbage be properly disposed of.
3. That security and first aid is arranged for and provided by the applicant.
4. That the applicant obtains and files with the RM proof of liability insurance.
5. That communication is filed with the RM that the RCMP, Fire Department and Ambulance Services have been advised of the event.
6. That the RCMP and any other emergency services vehicles and personnel are allowed access to the grounds in response to the dispatch of their duties.

FURTHER BE IT RESOLVED THAT the effect of the event be monitored and that the RM may be at liberty to revise the conditions of this event, or similar event, if necessary if it reoccurs in the future.

...Carried

**VSTL-03-23 - Cherie read proposal and proof of notice. No written submissions.**

Res #307/2023                      Combot – Gaudry

WHEREAS Variation Application No. VSTL-03-23 was received from owner and applicant Michael Ducharme in regards to property located at NE10-16-4W, Lake Francis Road, in the R.M. of St. Laurent, Manitoba.

AND WHEREAS the said variation application is to vary from 125 FT TO 22 FT to allow the construction of an addition to a dwelling to comply with the zoning by-law.

THEREFORE BE IT RESOLVED THAT Council approve said variation.

...Carried

Regular Matters:

- August 16, 2023 at 10:20 a.m. Application for Conditional Use-CUSTL-13-23- Amelito & Nanette Magpale for travel trailers/recreational vehicles on a vacant site as a temporary use.

- August 16, 2023 at 10:25 a.m. Application for Conditional Use-CUSTL-11-23-L J Town Farm Corporation- “Tourist Campsite & Amusement Establishment” at PL14 & 15-OP-362, Oak Point, Manitoba.
- August 16, 2023 at 11:15 a.m. Application for Conditional Use-CUSTL-14-23-Nicholas Bruce for travel trailers/recreational vehicles on a vacant site as a temporary use.

Notices:

- October 4, 2023 at 10:30 a.m. Application for Conditional Use-CUSTL-18-23 – Vernon & Audrey Coutu- Sand and Gravel pits and Quarry Operations at NE1/4 13-16-4W, Tracks trail at St. Laurent, Manitoba.

**Confirmation of Minutes**

Res #308/2023            Johnson - Gaudry

BE IT RESOLVED THAT the Minutes of:

- Council Meeting – July 19, 2023
- Council Special Meeting- July 31, 2023

be hereby approved by Council as circulated.

.....Carried

Res #309/2023            Johnson – Leclair

**WHEREAS** at the June 7, 2023 Council Meeting, Council passed Resolution #213/2023 approving the May 17<sup>th</sup>, 2023 Council Meeting Minutes;

**AND WHEREAS** it is noted that the May 17, 2023 Minutes did not reflect information related to the public hearing held on May 17, 2023 regarding the reading of By-law #6, 2023;

**THEREFORE BE IT RESOLVED THAT** the Minutes of May 17, 2023 be revised to include the following statement (between Resolution #188/2023 and Resolution #189/2023) “Following discussions it was noted that additional information and revisions to By-law No. 6/2023 were required prior to a decision and approval;

**BE IT FURTHER RESOLVED THAT** the amendment be approved as per the minutes attached to this resolution.

...Carried

## Finance & Accounts

Res #310/2023          Johnson – Leclair

BE IT RESOLVED THAT the Accounts Payable to July 28, 2023 written under cheque numbers 33318 to 33375 and totaling \$151,344.80 hereby approved for payment.

...Carried

Res #311/2023          Gaudry – Combot

WHEREAS the RM's Canada Community – Building Fund (Former Gas Tax Report) Annual Expenditure Report for the year ended December 31, 2022, have been completed by the RM's auditor, Robert Weighell, and have been received and reviewed by Council

BE IT RESOLVED THAT Council approve the CCBF Annual Expenditure Report for the year ended December 31, 2022 as prepared by the Municipal Auditor.

...Carried

Res #312/2023          Johnson – Combot

WHEREAS charitable donations have been received by the R.M. of St. Laurent to be paid out as follows:

- a. From Harry & Bonnie Frederick in the amount of \$500.00 payable to the St. Laurent Fire Department towards a new fire truck.
- b. From J & M Leclair in the amount of \$1000.00 payable to the St. Laurent Fire Department towards a new fire truck.
- c. From Echo Bay Auto in the amount of \$1000.00 payable to the St. Laurent Fire Department towards a new fire truck.
- d. From Jessie Gisele Daudet in the amount of \$20.00 payable to the St. Laurent Fire Department towards a new fire truck.
- e. From Jeff Lannoo in the amount of \$100.00 payable to the St. Laurent Fire Department towards a new fire truck.

THEREFORE BE IT RESOLVED THAT Council approves the above payment be made.

...Carried

Res #313/2023          Johnson – Gaudry

**WHEREAS** THE General Operating Fund Balance Sheet (Financial Statement) as at June 30, 2023 has been provided to Council for review.

**THEREFORE BE IT RESOLVED THAT** the General Operating Fund Balance Sheet (Financial Statement) as at June 30, 2023, be hereby approved

...Carried

## Delegations:

None

## Committee Reports:

CAO (Billie Jean Oliver)

- Assisted Lorna with payroll, as needed;
- Discussions with Lorna and Munisoft regarding additional information and troubleshooting the paymate (payroll) program; looking into module extensions to help make the bank rec / financial statement process simpler;
- Had a meeting with Shaun Vincent from Vincent Designs regarding the requirements of an updated website and his submitting a cost proposal; Also, he assists organization with securing domain names and rolling over an email program; His proposal is quite impressive;
- Had a demo with Catalis (formerly known as All-net.ca); regarding their services with Agendas/Meetings; they also do website designs as well, had a demo on that.
- Had a demo with a Manitoba company that deals more with Accounting software (Spire), they say they have the capabilities to work with RM's but I feel that it is more for larger companies with sales;
- Reviewed the Bank Reconciliation module that Munisoft has. Will have further discussions with Bernice about the possibility of that extension. Would be more cost effective and efficient than doing a complete overhaul of the software;
- Discussed software with RM of Woodlands as they use Muniware. It is quite costly to implement; however, it works fine. Muniware is now under the umbrella of the Catalis company that we had a demo with for the website. I am getting a quote for all components.
- Had a telephone conversation with Ms. Hanson (lawyer) – will go in camera later in the meeting;
- Attended meeting with council, MMF and Manitoba Housing, Municipal Relations, Environment and Climate Departments regarding the Lagoon;
- Sent off Employee Profiles for Green Team;
- Discussions with Insurance Rep regarding different items (Green Team liability and provide certificates of insurance for Rec Commission); Added new fire truck to the policy. Reviewed items on policy and requested changes be made based on items purchased and disposed of.
- Reviewed and looked at options for updated software/programming etc.
- Met with Melissa and Roger G. regarding the FD payroll and creating a more streamlined process; discussions with the bank regarding FD account;
- Sent out email to the Rec Centre to discuss expired Lease Agreement. They will get back to me as to a date that would work for them;

- Working with Guy to try and develop some parameters for requesting quotes for a feasibility study for the lagoon; had discussions regarding a “biological treatment” for the lagoon; Assisting the EDO, where necessary to obtain information required to apply for the Accelerated Housing Fund which is due on August 18<sup>th</sup>;
- Forwarded other funding options to Guy and had brief discussion on some of them (the Municipal Operating Basket funding – applications are due Oct 6<sup>th</sup>)
- Have a copy of the Lease between RM and IERHA; need to reach out to the IERHA to find out who to contact for resigning;
- Jake break signs are now up!
- Various communication with ratepayers regarding a variety of concerns.

#### Public Works/WTS (Foreman Report)

- Not currently

#### Fire Department (by Melissa Buors)

- Not currently

#### EDO

- As attached

#### By-Law Officer

- As attached

#### Rec Commission

- Not currently

#### Councillor Maurice Leclair

- Public Works -Great team work under the supervision of Gilles Carriere(foreman)
- Have been working on Mallard Road.
- Cleaned out some ditches on Ludovic and Ducharme Road and getting some of the ditches cut.
- Found a location at the French School for pickle ball.
- Attended Watershed meeting.
- Tax payer inquiry regarding, what the cost would be to dust control their private driveway.

Councillor Yves Combot

- July 17 – Roger Gillis and myself went to look at the fire truck which we put an offer on and which was accepted.
- July 17- Attended a meeting at the fire hall with the team.
- July 17-Discussed potential purchase of the fire truck.
- July 17-Painted the overhead doors at the fire hall.
- July 19-Discussed progress on Open House (August 12)- planning going and so are the tickets.
- July 19- Great presentation by AMBM- funding future projects.
- July 20-Attended Lagoon meeting with MMF and Manitoba Housing.
- July 25- Purchased & picked up new Fire truck in Winnipeg with Roger Gillis.
- July 31-Special meeting to select lights to be installed on the fire truck.
- Discussed cutting of the grass by the new sign of Hwy 6.
- Have been receiving compliments on the town looking cleaner with the ditches being cut.

Councillor Tom Johnson

- Attended the meeting with MMF and Manitoba Housing.
- Attended the Planning meeting – Public Hearing is on August 15/2023 at 7:00 p.m. at Councilor's Chambers- forwarded invitation to all Council to attend.

Councillor Perry Gaudry

- Attended the Watershed meeting along with Maurice.
- Attended PCH meeting in Stonewall, starting of the fundraising. They are hoping to break ground late November.
- Question about cutting the ditches on Veterans, maybe ask the Public Works to cut wider in the ditches and in the fall if the ditches are dry, maybe have the Public Works cut right down into the ditches.
- Attended the meeting with Manitoba Housing and MMF.

Reeve Richard Chartrand

- July 20 – Meeting with Manitoba Housing and MFF regarding discussions taking over the Lagoon.
- July 23 – Attended the Twin Lake Beach Association AGM.
- July 26- Meeting at Stonewall -Discussion of PCH with PARKKA Group.
- Communication via emails regarding Pickle Ball concerns.
- ALC concerns about the stove.
- Discussions with Billie Jean about road issues, possible upcoming events and funding opportunities.

- August 1-Special meeting to review and approve emergency lights & sirens for new fire truck. Also, discussion regarding possible change to road and drainage policy.

### **TRANSPORTATION & PUBLIC WORKS**

- None

### **FIRE DEPARTMENT**

Res #314/2023          Leclair- Gaudry

WHEREAS the Caisse Financial has requested a Resolution to clarify the signing authority for the St. Laurent Fire Department bank account.

AND WHEREAS it has been determined that the signing authorities should be:

- Roger Leclerc, Fire Chief
- Chad Malfait, St. Laurent Fire Department Firefighters Association – President
- Yves Combet, Councilor, Chair of the Emergency Management Portfolio
- Billie Jean Oliver, CAO

THEREFORE BE IT RESOLVED THAT Council approve the above individuals as signing authority for the St. Laurent Fire Department bank account.

AND FURTHER BE IT RESOLVED THAT each cheque written must have one signature from a member of the fire department and one signature from the either the Chair or CAO.

...Carried

### **OTHER DEPARTMENTS, COMMITTEE BOARDS**

Res #315/2023          Johnson – Gaudry

WHEREAS the RM is looking to have Pedestrian Crossing Signals to be provided for the English and French Schools on Veterans Memorial Road.

AND WHEREAS Manitoba Transportation and Infrastructure require an application be submitted to request the installation of the (rectangular rapidly flashing beacon) crosswalk device together with a signed indemnification form, a certificate of insurance with the department named as an additional insured with respect to the sign, together with informational documentation of the sign to be installed.



THEREFORE BE IT RESOLVED THAT Council approve CAO to complete the said application for crosswalks to the Department of Manitoba

...Carried

**NEW AND UNFINISHED BUSINESS**

Res #316/2023            Johnson– Combot

BE IT RESOLVED THAT By-Law 11/2023 being a By-law to provide for firefighting, fire prevention, the related regulation of fire and other hazards, the adoption of the Code, and for establishing, continuing, and operating an emergency service for the Municipality of St. Laurent be given the First reading.

...Carried

Res #317/2023            Leclair- Combot

BE IT RESOLVED THAT By-Law 11/2023 being a By-law to provide for firefighting, fire prevention, the related regulation of fire and other hazards, the adoption of the Code, and for establishing, continuing, and operating an emergency service for the Municipality of St. Laurent be given the Second reading.

...Carried

**By-law 16/2023 – Fees Fines and Charges -To Be Tabled**

Res #318/2023            Combot – Gaudry

BE IT RESOLVED THAT By-Law No. 17/2023 be hereby called the “Whistleblowers being a By-law to regulate the procedures of the Chief Administrative Officer receiving information from employees of the Rural Municipality of St. Laurent relating to wrongdoings be hereby given the first reading.

...Carried

Res #319/2023            Johnson - Combot

BE IT RESOLVED THAT By-Law No. 17/2023 be hereby called the “Whistleblowers being a By-law to regulate the procedures of the Chief Administrative Officer receiving information from employees of the Rural Municipality of St. Laurent relating to wrongdoings be hereby given the Second reading.

...Carried

Res #320/2023            Leclair - Combot

WHEREAS the AMM Spring Convention is being held at the Key Centre in Brandon on April

9, 2024 to April 11, 2024.

THEREFORE BE IT RESOLVED that Council approve the attendance of Perry Gaudry, Yves Combot, Richard Chartrand, Billie Jean Oliver of the said event.

...Carried

Res #321/2023          Johnson -Gaudry

WHEREAS the AMM Fall Convention is being held at the Key Centre in Brandon from November 28, 2023 to November 30, 2023.

THEREFORE BE IT RESOLVED that Council approve the attendance of Richard Chartrand, Yves Combot, Billie Jean Oliver, Tom Johnson- Alternate-Perry Gaudry to the said event.

...Carried

Res #322/2023          Johnson – Gaudry

WHEREAS CDEM has extended an invitation to the RM of St. Laurent to attend the 58<sup>th</sup> edition of the Omnium de golf on August 24, 2023 at the Maplewood Golf Club in St. Pierre Jolys in support of the annual Fosse aux lions entrepreneurial pitch contest event.

AND WHEREAS the cost to enter this tournament is \$175.00 per golfer or \$660 per foursome.

BE IT RESOLVED THAT Council approve the following people to register and attend the CDEM golf tournament:

1. Yves Combot
2. Lorna Hildebrandt

...Carried

Res #323/2023          Johnson - Leclair

**WHEREAS** the R.M. of St. Laurent belongs to the Lundar & District Veterinary Board.

**AND WHEREAS** there is a spot available for a secondary representative from our area.

**THEREFORE BE IT RESOLVED THAT** Council approve the appointment of Perry Gaudry to the Lundar & District Veterinary Board. Perry Gaudry Recessed from Voting.

...Carried

Res #324/2023          Johnson - Gaudry

**BE IT RESOLVED THAT** Council approve the long-weekend schedule as set out below for all RM employees.

August 7, 2023 Terry Fox Day – (CLOSED)  
Sept. 4, 2023 Labour Day (CLOSED)  
Oct. 2, 2023 National Day for Truth and Reconciliation (CLOSED)  
Oct. 9, 2023 Thanksgiving Day (CLOSED)  
Nov. 13, 2023 Remembrance Day (in lieu of the day on Saturday- CLOSED)

**The WTS will be open on Saturday, November 11<sup>th</sup> from 1:00 -4:00 p.m. as per Manitoba Employee Standards and the Union Agreement.**

Dec, 25, 2022 Christmas Day (CLOSED)  
Dec. 26, 2022 Boxing Day (CLOSED)  
Jan. 1, 2023 New Years Day (CLOSED)

THEREFORE BE IT RESOLVED THAT Council approve the said dates.

...Carried

Res #325/2023 Johnson – Gaudry

WHEREAS the St. Laurent Father Guy Lavallee Local is hosting a Metis Day event on August 6<sup>th</sup>, 2023 at the Metis Grounds.

ANDWHEREAS this event will have a silent auction and a donation prize has been requested.

THEREFORE BE IT RESOLVED THAT Council approve the donation in the amount of \$100.00 Petro Gas Card and The Land Between the Lakes History book.

...Carried

Res #326/2023 Leclair - Combot

WHEREAS Council has reviewed the RM of St. Laurent and the RM of Grahamdale Memorandum of Understanding.

BE IT RESOLVED that Council approve the signatures of the Reeve, Richard Chartrand and CAO, Billie Jean Oliver on the above document.

...Carried

Res #327/2023 Johnson – Gaudry

WHEREAS the RM of St. Laurent has received a Municipal Rights-of-Way Application Form from BellMTS.

AND WHEREAS the said application is to conduct works as follows: to push 1-50mm HDPE Conduit on 1m Road Allowance from PED at Veterans Memorial Blvd & St. Laurent Drive to proposed PED at NE corner of property. Copper and fiber facilities to be placed inside conduit. This is for new service located at 28 St. Laurent Drive for the new daycare.

BE IT RESOLVED THAT Council approve the said application with the condition that BellMTS is to provide at least 48 hours' notice to the municipality, prior to commencement of work.

AND FURTHER BE IT RESOLVED THAT the CAO be authorized to sign approval of said application.

...Carried

Res #328/2023                      Combot – Gaudry

WHEREAS it has been determined that a review of the Municipal Services Standards Policy (road specifications) was required.

AND WHEREAS a copy of the revised policy is attached hereto and forms part of this Resolution.

THEREFORE BE IT RESOLVED THAT Council approve the revised Municipal Services Standards Policy as attached.

...Carried

Res #329/2023                      Johnson -Leclair

WHEREAS the St. Laurent Seniors Resource Council Inc. is hosting their Annual Seniors Summer Feast on Thursday, August 17<sup>th</sup>, 2023 from 2:00 p.m. – 7:00 p.m. and Supper at 4:30 p.m. at the St. Laurent Recreation Centre.

AND WHEREAS Reeve Chartrand and Councillor Perry Gaudry have been invited to attend and speak at the event on Thursday, August 17, 2023.

THEREFORE BE IT RESOLVED THAT Council approve the Reeve's and Councillor's attendance at the said event.

...Carried

Res #330/2023                      Johnson -Combot

WHEREAS a meeting between Manitoba Housing, Manitoba Metis Federation (MMF), Municipal Relations, Environment and Climate and the RM of St. Laurent was held on July 20, 2023 regarding the lagoon currently owned by Manitoba Housing.

AND WHEREAS a letter dated July 31, 2023 was received from Manitoba Housing outlining their request for support from the RM of St. Laurent on the following:

- Manitoba Housing to enter into an agreement with the MMF to allow the child care centre and homes developed by the MMF to tie into Manitoba Housing's lagoon.
- The terms of the agreement between Manitoba Housing and the MMF will consider an annual charge of \$6,000.00 per year. The fee is to assist with ongoing annual

maintenance and operating costs of the lagoon. The fee is based on estimated volumes in the Design Brief for MMF's Phase 1 which includes 9 stand-alone residences and 1 shared gather space. Should MMF request to add phase 2, which includes 10 multi-family structures equal to 20 units, the volume of effluent being discharged will need to be reviewed and fees may increase accordingly.

- The RM of St. Laurent will accept a government to government transfer of the lagoon and surrounding area (final area to be determined), owned by Manitoba Housing, subject to:
  - The lagoon being in good state of repair as per the RM of St. Laurent's engineer;
  - Completion of a feasibility study undertaken by the RM of St. Laurent on the capacity and potential future expansion of their current lagoon;
  - The transfer cost of \$1.00
  - The assignment of the agreement between Manitoba Housing and the MMF from Manitoba Housing to the RM of St. Laurent.
  - The RM of St. Laurent to allow continued use of the lagoon to service the 8 homes on Louis Riel Drive and 20 units at Foyer Laurentian Lodge located at 444 Veterans Memorial Rd. The homes are currently owned by Manitoba Housing and are with the RM.

THEREFORE BE IT RESOLVED THAT Council approve the request of support to the above proposal including the acceptance of the government to government transfer of the Lagoon subject to the conditions listed above.

...Carried

Res #331/2023      Gaudry -Leclair

WHEREAS on Monday, August 28, 2023 the Association of Manitoba Bilingual Municipality is hosting their general meeting at the Norwood Hotel.

The day will begin at 12:00 p.m. with a lunch to which all elected representatives, administrative staff, guests as well as CAO's are invited.

THEREFORE BE IT RESOLVED THAT Council approve the attendance of Reeve, Richard Chartrand, Councillor Yves Combot and CAO, Billie Jean Oliver.

...Carried

Res# 332/2023      Johnson – Gaudry

WHEREAS the Portuguese Association of Manitoba would like to invite Reeve Chartrand, Councillors and Staff to attend the Portuguese Folklorama Pavilion at 659 Young Street in Winnipeg.

The Pavilion will run from August 6 – August 12, 2023 and the show times are 6:45, 8:15

and 9:45 p.m. every night.

THEREFORE BE IT RESOLVED THAT Council approve the attendance at the said event.

...Carried

**Correspondence/Information/Minutes from Others**

**Correspondence/Information:**

- RM Bursary Recipients from Ecole Communautaire Aurele-Lemoine
- Letter from Jo-Anne Steffensen
- Letter from Jack King-Rural Mail Boxes

**Minutes from Others:**

- None

**Committee of the Whole in Camera**

Res #333/2023            Johnson - Combot

BE IT RESOLVED THAT Council resolve itself into a Committee of the Whole in Camera.

.....Carried

Res #334/2023            Combot - Gaudry

BE IT RESOLVED THAT this Committee rise and that Council reconvene once again.

.....Carried

Res #335/2023            Johnson – Leclair

WHEREAS discussions were held in regard to the split position of the ALC Administrator (through the CDC) and the Economic Development Officer for the RM of St. Laurent.

AND WHEREAS it has been determined that these positions be two separate positions (ALC Administrator to remain as a 30% position and the EDO a 70% position)

AND FURTHER WHEREAS Council has lost confidence in the current Economic Development Officer's ability to secure funding for various projects throughout the Municipality.

THEREFORE BE IT RESOLVED THAT Council have Guy Dumont remain on as the ALC Administrator.

AND FURTHER BE IT RESOLVED THAT the position of the Economic Development Officer be advertised.

...Carried

**CDC MATTERS**

- None

**RM (CDC MATTERS)**


- None

**ADJOURN**

Res #336/2023          Johnson - Combot  
BE IT RESOLVED THAT this meeting now adjourn at 2:15 p. m.

.....Carried

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
CAO

Report of the CAO  
August 3, 2023

- Assisted Lorna with payroll, as needed;
- Discussions with Lorna and Munisoft regarding additional information and troubleshooting the paymate (payroll) program; looking into module extensions to help make the bank rec / financial statement process simpler;
- Had a meeting with Shaun Vincent from Vincent Designs regarding the requirements of an updated website and his submitting a cost proposal; Also, he assists organization with securing domain names and rolling over an email program; His proposal is quite impressive;
- Had a demo with Catalis (formerly known as All-net.ca); regarding their services with Agendas/Meetings; they also do website designs as well, had a demo on that.
- Had a demo with a Manitoba company that deals more with Accounting software (Spire), they say they have the capabilities to work with RM's but I feel that it is more for larger companies with sales;
- Reviewed the Bank Reconciliation module that Munisoft has. Will have further discussions with Bernice about the possibility of that extension. Would be more cost effective and efficient then doing a complete overall of the software;
- Discussed software with RM of Woodlands as they use Muniware. It is quite costly to implement; however, it works fine. Muniware is now under the umbrella of the Catalis company that we had a demo with for the website. I am getting a quote for all components.
- Had a telephone conversation with Ms. Hanson (lawyer) – will go in camera later in the meeting;
- Attended meeting with council, MMF and Manitoba Housing, Municipal Relations, Environment and Climate Departments regarding the Lagoon;
- Sent off Employee Profiles for Green Team;
- Discussions with Insurance Rep regarding different items (Green Team liability and provide certificates of insurance for Rec Commission); Added new fire truck to the policy. Reviewed items on policy and requested changes be made based on items purchased and disposed of.
- Reviewed and looked at options for updated software/programming etc.
- Met with Melissa and Roger G. regarding the FD payroll and creating a more streamlined process; discussions with the bank regarding FD account;
- Sent out email to the Rec Centre to discuss expired Lease Agreement. They will get back to me as to a date that would work for them;
- Working with Guy to try and develop some parameters for requesting quotes for a feasibility study for the lagoon; had discussions regarding a "biological treatment" for the lagoon; Assisting the EDO, where necessary to obtain information required to apply for the Accelerated Housing Fund which is due on August 18<sup>th</sup>;
- Forwarded other funding options to Guy and had brief discussion on some of them (the Municipal Operating Basket funding – applications are due Oct 6<sup>th</sup>)
- Have a copy of the Lease between RM and IERHA; need to reach out to the IERHA to find out who to contact for resigning;
- Jake break signs are now up!
- Various communication with ratepayers regarding a variety of concerns



# EDO Report

## August 3, 2023 Council meeting

### Old Town Hall

Met with electrician to identify location of heaters and plugs on the 2<sup>nd</sup> floor. Lights to 2<sup>nd</sup> floor still need to be installed. Will produce report when these are completed.

### St. Laurent/Starlink Connection project extension

All of claim no. 1 has now been received. We will be submitting our claim no. 2 for approx. \$24,600.00 very shortly.

### Assisted Living Centre

Ongoing administration and minor maintenance.

### Grant Applications

I have looked at other possible grants that our municipality could possibly benefit from. As an update to the funding possibilities for our waste water infrastructure, I have been looking into another source of funding known as CMHC's Housing Accelerator Fund (H.A.F.). This fund will provide \$20,000.00 per door for all new housing units built in the RM over the next 3 years that would not have been built if not for the H.A.F., plus a bonus of \$19,000.00 per door for each of these units that is considered "affordable housing". The funds may be used for the purchase, construction, expansion and general improvement of lagoons, among many other things. CDEM is currently looking for funding to pay for the cost of a consultant (\$5,000.00) to help us with the application and to produce a housing needs assessment for the RM.

Meanwhile, we have received the submission from MPE Engineering Ltd for a feasibility study for both the acquisition and development of the Manitoba Housing lagoon and the expansion/capacity increase of the Oak Point lagoon. Once we have a council resolution to proceed with the feasibility study, an application can be made to the Manitoba Water Services Board, Municipal Water and Sewer Program for a 50% matching grant. The grant from H.A.F. can be combined with the provincial grant as it is provided by the federal government.

However, I have also since found information that shows the RM had plans to increase the capacity of the Oak Point lagoon in 2022 by reducing the sludge with the application of a bacterial treatment from a company called Clean Water Pro. This involves a series of bacterial treatments that reduces sludge by an average 25% per year and is applied once a week over a 20 week period starting in May. (see attached 5 year plan) This was scheduled to start and was budgeted for in 2022 but the overland flooding in that year overwhelmed the RM's human resources and became the priority. Perhaps this treatment can be incorporated in the feasibility study as a third option instead of expansion or sludge removal at the Oak Point site.

I have also gone over the parameters of the new provincial Municipal Economic Development Infrastructure Program (MEDIP) and it looks to be compatible with some of the work happening with the firehall, including upgrades to fire trucks but I would have to know more about the actual work to be sure. Other eligible costs are things like strategic planning, asset management planning, roads, solid waste management. Key criteria are project readiness, leveraged funding, alignment with existing municipal plans and priorities. It should be noted that the H.A.F. funding can also be used for firehalls and thus considered leveraged funding.

## By-Law Report

August 3, 2023

By-Law	Number of active files
Zoning By-Law	5
Unnecessary and Harmful Noise By-Law	0
Domestic Animal By-law	2
Parks and Beaches	4
Unsightly Property By-Law	8
Derelict Building By-Law	3

- 1) Zoning By-law: All files revolve around properties with buildings or structures that have not obtained required permits to be in compliance with the Zoning By-law. There is one file that has an inspection on August 2, 2023. All other active files are on hold pending the updating of the Zoning By-law to reflect the recent amendments. See note below.
- 2) Domestic Animal By-Law: The first file relates to a property on which there is a contravention of the Domestic Animal By-Law or the Zoning By-Law. The Property owner has been provided information related to both by-law requirements and has been provided a Notice of Inspection scheduled for August 29, 2023. The second file relates to a recently closed matter, which may have to be reopened.
- 3) The active files all pertain to parking infractions, which occurred over the July long weekend. We have received feedback regarding the information on the Penalty Notices and will be making changes when we are due to order a new batch, to provide recipients with more clarity. A generic letter has been drafted and will be sent out with any new Penalty Notice being issued with additional information.
- 4) Unsightly Property By-law: The first file's Property Owner has been issued an Inspection Notice scheduled for August 2, 2023. The second file's Property Owner has been provided an Inspection Notice, which is scheduled for August 9, 2023. The third file's Property Owner has begun working on the compliance and has been issued a new Notice of Contravention with the deadline of August 17, 2023. The fourth file's Property Owner will be issued a Notice of Contravention, which will be scheduled for August 23, 2023. The fifth file's Property Owner has worked on compliance and requested an extension to August 30, 2023 granted with terms. The sixth file's Property Owner has begun working on the compliance and has requested an extension of time, with a follow-up inspection to be scheduled for early September. The seventh file's Property Owner has begun working on the compliance and has requested an extension of time, with a follow-up inspection to be scheduled for early September. The eighth file is combined with Zoning and is on hold pending the update of the by-law; however, there has only been slight progress on the compliance.
- 5) Derelict Building By-law: The first file's Property Owner has been working on rectifying the infractions, and has requested an extension of time, which will be scheduled in a tiered format with August 25, 2023 and October 12, 2023 follow-up inspections. The second file's Property Owner is working towards compliance and has been issued a warning Notice of Contravention due August 10, 2023. The third file's Property owners have been served Preliminary Municipal

Enforcement Order and have August 24, 2023 as a compliance due date, once Land Titles has been issued payment by the Municipality, the Preliminary Order will be registered against the Property. The fourth property has obtained a demolition permit, which must be acted upon by October 21, 2023.

Current by-laws we are working on reviewing and revising are the following:

1. Fire Prevention and Emergency Response By-law: An updated by-law has been drafted and will be presented today for first reading.
2. The Whistleblower By-Law: a by-law has been drafted as required under the Public Interest Disclosure Act and will be going through first (second) reading.
3. The Western Interlake Planning District has received the certified copies of the Apiary Zoning By-Law Amendment and the RV Zoning By-Law amendment. WIPD has received the Statutory declaration that the Notice and Public Hearing were publicly executed. This week, WIPD received the minutes of the Public Hearings and the Public Hearings' sign in sheets. All of this information and copies of the amendment by-laws have been submitted to the Community Planning Office in Selkirk and they are working to update the Zoning By-Law as a whole. Pending the update, most aspects of the enforcement are on hold so as to provide property owners with accurate information.