



# Rural Municipality of St. Laurent

Regular Meeting

May 2, 2018 - 6:00 p.m.

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## AMENDED - AGENDA

### 1. CALL TO ORDER

### 2. ADOPTION OF AGENDA

### 3. CONFIRMATION OF MINUTES

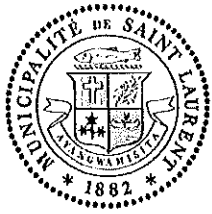
- Minutes of April 18, 2018 Regular Council Meeting

### 4. COMMITTEE REPORTS

- CAO
- MEC
- EDO
- Public Works
- Fire Department
- Rec Director
- Tom Johnson
- Monte Carrier
- Frank Bruce
- Laurent Kerbrat
- Cheryl Smith
- Media Report

### 5. FINANCE AND ACCOUNTS

- Accounts Payable to May 2, 2018
- Hosting AMM June District Meeting - Budget
- Hosting AMM June District Meeting - RM Office Closure dates
- Community Futures Budget for Tourism Branding project
- Attendance Cdn Professional Grant Development Workshop May 24-25, 2018
- Attendance Public Works at Transportation of Dangerous Goods May 1, 2018
- Attendance Asset Management Workshop - Brandon - May 9, 201
- Promotional Items for use within RM (AMM Meeting & Public Works vehicles)



Rural Municipality of St. Laurent  
Regular Meeting  
May 2, 2018

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**MINUTES**

A Regular Meeting of Council was held on Wednesday, May 2, 2018 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

Present: Reeve Cheryl Smith, Councillors Frank Bruce, Laurent Kerbrat, Monte Carrier, Tom Johnson and Assistant CAO Nancy-Anne Cribbs.

**Call to Order**

Reeve Smith called the meeting to order at 6:00 p.m.

**Adoption of Agenda**

Res #111/2018 Johnson - Kerbrat  
BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as amended.

....Carried

**Adoption of Minutes**

Res #112/2018 Johnson - Bruce  
BE IT RESOLVED THAT the Minutes of the Regular Meeting of April 18, 2018, be hereby adopted as amended.

....Carried

**Committee Reports:**

**CAO (Asst CAO Nancy-Anne Cribbs):**

- Performance Evaluations for Public Works employees Donovan Boudreau and Ray Ducharme have been completed, to discuss further later in the meeting.

**MEC (Paul Belair):**

- The list of missing and damaged signs is currently being updated.
- Tattered flags have been replaced at the Welcome Centre.
- Paul is compiling information for the next Table Top meeting.
- RM of Woodlands has requested Emergency Coordinator backup coverage from May 3<sup>rd</sup> - 8<sup>th</sup> (Paul Belair also provided backup last weekend).

**EDO (Tiffany Desjarlais):**

- No report at this time

**Public Works (Dean Appleyard):**

- Working at replacing and fixing signs.
- Performance Reviews were completed for Donovan Boudreau & Ray Ducharme.
- Frost boils (box scraper) too soft for the grader to fix at this time.
- Attended Hazardous Materials Transportation course - employees have received certification for next 3 years.
- Class 3 Licenses - two PW staff have obtained their Class 3 Beginner's Licenses
- Grader will be out tomorrow, on roads that aren't too soft.

**Fire Department (Roger Leclerc):**

- No report at this time

**Rec Director (Wendy Scharf):**

- No report at this time.

**Councillor Tom Johnson:**

- Tom hasn't attended any committee meetings since last council meeting.
- Dog Issues in Oak Point
  - complaint/delegation request received from Phil Mathews
  - Paul Belair mentioned that there is a high-frequency solution where a box that looks like a bird house is mounted on a tree and when a dog barks it emits a high frequency sound that causes them to cease barking - Hilda is reviewing
  - The RM can't install on private property
  - When complaints are received, letters are sent to owners and reviewed by CAO
  - if the RM wants to round them up and charge a fine, there is no by-law enforcement officer in the RM so it is not possible to enforce
  - The RM Office had previously hired a by-law enforcement officer from another municipality, perhaps Hilda could review this option again.

## **Councillor Monte Carrier:**

### Handivan Meeting:

- Reviewed the audit and financial statements
- Recruitment for drivers has been challenging

### Community Futures Regional Marketing Initiative:

- Monte wanted to invite Council to the launch of the New Highway 6 West Interlake Brand that is taking place in Eriksdale at Creamery Museum on Wednesday, May 23<sup>rd</sup> from 5:30 pm - 7:00 pm.
- Councillors Monte Carrier, Tom Johnson and Laurent Kerbrat will attend.

## **Councillor Frank Bruce:**

### Gravel Tender:

- Tender will be going out soon
- Councillor Bruce provided additional information on by-law officers and potential solutions.
- It was decided that staff will proceed with normal course of action of sending notices out to affected dog owners and seek hourly rate for dog catcher to come out and potentially solve the current problem.

### Request for No Culvert:

- A request has been received from a ratepayer to obtain permission to not install a culvert on PR415 off Pheasant Road running into Crown Land.
- The land is pretty dry there, but Dean offered to check & see if there are other culverts along this stretch.
- Frank would like approval from council.
- Council decided that the request would be granted, but should the need arise to install a culvert in the future, that it would be his responsibility to have it done.

## **Councillor Laurent Kerbrat:**

### Handivan:

- Nothing new to report, Monte covered it.

#### Fine Option Program:

- Assisted Living Centre (ALC) and Senior Resource Centre (SRC) may be interested in using this program to have work completed.
- Councillor Kerbrat was reminded that the RM no longer is involved with this program. During preliminary budget review with full council, it was decided that the cost to the RM was getting higher and that the benefits were minimal to the community as a whole.

#### Green Team:

- Assisted Living Centre and Senior Resource Centre may need assistance from the Green Team this summer.
- Councillor Kerbrat was reminded that the EDO was working with Marion Furey (ALC) and others to discuss their needs.

#### **Reeve Cheryl Smith:**

##### AMBM:

- Attended quarterly meeting
- Reviewed next draft of 2018/2019 Budget
- Sports and Recreation dollars , still requesting that AMBM share this allocation on a more equitable basis with all members of AMBM.
- The total allocation is \$20,000 annually.

##### June District Meeting:

- R.M. of St. Laurent is hosting this year's meeting on June 21<sup>st</sup>
- Other budget details to be discussed later in this meeting

##### Media Report:

- Nothing to report

#### **Finance & Accounts**

Res #113/2018

Johnson - Carrier

BE IT RESOLVED THAT the Accounts Payable to May 2, 2018, written under cheque numbers 26481 to 26523 and totaling \$111,528.55 be hereby approved for payment.

...Carried

Res #114/2018

Johnson - Kerbrat

WHEREAS the RM of St. Laurent has the privilege for the first time in its history to host the 2018 Association of Manitoba Municipalities (AMM) Interlake June District meeting on June 21, 2018 at the St. Laurent Recreation Centre.

AND WHEREAS RM staff have drafted a budget for the events requirements such as lunch, coffee breaks, supplies and equipment and will require funding to get started and to cover any expenses that the registrations fees may not cover.

THEREFORE BE IT RESOLVED THAT Council approve the funding toward the AMM 2018 Interlake June District meeting on June 21, 2018 in the amount of up to \$1,000.

....Carried

Res #115/2018

Carrier - Kerbrat

WHEREAS the RM of St. Laurent is holding an employee and council team building seminar on Thursday, May 17<sup>th</sup>, 2018 for the entire day.

AND WHEREAS employee attendance is mandatory.

AND WHEREAS the RM of St. Laurent is hosting this year's Association of Manitoba Municipalities Interlake June District meeting on June 21, 2018 at the St. Laurent Recreation Centre.

AND WHEREAS the RM of St. Laurent office staff are helping co-ordinate the event and will be required to assist with set up, registration, and take down throughout the one-day event.

THEREFORE BE IT RESOLVED THAT Council approve the closure of the RM office and Waste Transfer Site and Public Works Sites for the day on May 17, 2018, and for the RM Office staff only on June 21, 2018.

....Carried

Res #116/2018

Carrier - Bruce

WHEREAS Councillor Monte Carrier is a member of the Community Futures working committee for the Regional Marketing Initiative that has been working with Travel Manitoba to develop a unique identifier (brand) that creates interest in the communities, attraction and experiences found along Highway #6.

AND WHEREAS Community Futures has agreed to pay for the gateway signs at either end of the Highway #6 attractions zone.

AND WHEREAS participating Rural Municipalities have been asked to contribute funds for the costs of new signs that will be chosen by each municipality. It is hoped that municipalities will use Public Works staff to complete the installation of the signs, so this cost has not been included.

THEREFORE BE IT RESOLVED THAT Council approve a budget for this project (between \$2,500 and \$3,000) to pay for the signs along their stretch of Highway #6.

...Carried

Res #117/2018

Johnson - Carrier

WHEREAS a Canadian Professional Grant Development workshop is being held at the University from May 24 - 25, 2018.

AND WHEREAS the Conference develops skills in turning ideas into fundable proposals. It instructs participants on how to research and write about their specific projects.

AND WHEREAS Tiffany Desjarlais, Economic Development Officer would benefit from learning these skills. (Be it noted that Tiffany will attend this workshop instead of the Vision Quest Conference previously requested).

THEREFORE BE IT RESOLVED THAT Council approve the attendance of Economic Development Officer Tiffany Desjarlais at the said event and pay related expenses including the registration fee of \$595, mileage and hotel if required.

...Carried

Res #118/2018

Johnson - Carrier

WHEREAS the Manitoba Association for Resource Recovery Corp. (MARRC) is holding a FREE EcoCentre Training and Re-Certification program on Tuesday, May 1, 2018 in Winnipeg, MB.

AND WHEREAS all Eco Centre operators must be fully trained under the *Transportation of Dangerous Goods Act* and that their certification must be renewed every 3 years.

THEREFORE BE IT RESOLVED THAT Council approve the attendance of all Public Works and WTS Staff (Foreman Dean Appleyard, Donovan Boudreau and Ray Ducharme) at this event and that the Waste Transfer Site be closed that day.

BE IT FURTHER RESOLVED THAT an R.M. Public Works vehicle be used to transport them to and from Winnipeg.

...Carried

Res #119/2018

Bruce - Carrier

WHEREAS the Association of Manitoba Municipalities is holding an Introduction to Asset Management seminar on Wednesday, May 9th in Brandon, Manitoba.

THEREFORE BE IT RESOLVED THAT Council approve the attendance of Councillors Tom Johnson and Frank Bruce and CAO Hilda Zotter at the said event and that the R.M. pay any related mileage and hotel expenses.

...Carried

WHEREAS the R.M. of St. Laurent is hosting the AMM June District Meeting for the Interlake Region on June 21, 2018.

AND WHEREAS the R.M. requires signage for R.M. vehicles.

AND WHEREAS Morden Team Solutions and Displays2Go have provided the following prices for the above mentioned promotional items as follows:

R.M. Podium and Logo	\$ 750.00
R.M. lapel pins	\$ 750.00
R.M. pens	<u>\$ 600.00</u>
SUBTOTAL AMM Meeting	\$2,100.00
Car Magnets with R.M. Logo	<u>\$ 350.00</u>
TOTAL	<u>\$2,450.00</u>

BE IT RESOLVED THAT Council approve the purchase of the promotional items listed above for use at the AMM June District Meeting and for R.M. vehicles.

...Carried

**Delegations**

**ECO-Village - request for Letter of Acceptance/Concept of Idea from Council**  
(presented by Blair Sherwood and Luc Fontaine)

- A 1/4 section of land has been purchased across from the Waste Transfer Site.
- Reinhold Ziegler from Synergy International Inc. in Switzerland would like to test the durability of Synergy’s domes in the harsh winter conditions in Canada.
- two of these domes exist in warm climates (in Africa).
- this would be the only location in Canada where the domes would be tested.
- if successful it is hoped that this would be the location where they could be produced in the future bringing jobs to St. Laurent.
- along with information regarding the dome, Blair Sherwood discussed the use of aquaponics for greenhouses and creating a controlled ECO environment.
- however, the first step in this plan is to weather test a dome (cost is \$1 million).
- Blair is seeking council’s support in way of a letter of acceptance/concept of idea that he can take to the bank to secure financing for the project.

Council asked questions regarding water requirements, why they require council support, who they had contacted with the provincial government’s hydrology department, etc. As the scope of the project was too complex to summarize and a business plan was not available, Council asked that Blair Sherwood provide the RM Office with further information for review and consideration. They simply did not have enough information to make a decision at this time.

Cheryl thanked them for their presentation.



## **Zoning and Subdivisions**

### **Public Hearings:**

- None

### **Regular Matters:**

- None

### **Notices:**

- None

## **Transportation and Public Works**

Res #121/2018                      Johnson - Bruce

WHEREAS discussions were held at the Transportation Committee meeting held on Thursday, April 19, 2018 regarding the naming of streets within the R.M.

AND WHEREAS it was decided that the following streets that had no names be given the names:

- Old Railway Line Road (from Bruce and Desrochers south to MTT) be now called chemin Schon Road, and
- The small lane off Dobson Street at Laurentia Beach (between Scott and Stuart) be now called Abgrall Avenue.

BE IT RESOLVED THAT Council approve the new names of these streets and that the appropriate signage be installed as soon as possible for easy identification and public safety.

...Carried

## **New and Unfinished Business**

- None

## **Correspondence/Information/Minutes from Others**

### **Correspondence/Information:**

- AMM - 2018 Burning Restrictions Notice to Municipalities
- (forwarded on behalf of the Office of Fire Commissioner)
- AMM Announcement - 2018 June District Meetings
- AMM Notice Municipal Act to be Reviewed re enforcing Codes of Conduct
- 20th Annual Manitoba Tourism Awards - nominations open
- Invitation to Community Futures Launch "New Highway 6-West Interlake Brand"
- Manitoba Infrastructure notice of Highway Traffic Board Hearing May 22, 2018
- Phil Mathews letter re dog problem in Oak Point
- Manitoba Community Newspapers Association letter to all municipal councils regarding Bill 19 Section 25 (and response from Steven Fletcher, MLA Assiniboia)

Minutes:

- Prairie Rose School Division - Board Minutes - April 9, 2018
- Prairie Rose School Division Board of Trustees Meeting April 23 2018 - Highlights

Committee of the Whole in Camera

Res #122/2018 Kerbrat - Bruce

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

...Carried

Res #123/2018 Johnson - Kerbrat

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

...Carried

Res #124/2018 Bruce - Kerbrat

WHEREAS the six-month probationary performance evaluation has been completed by the Assistant CAO for Donovan Boudreau, Public Works Equipment Operator.

AND WHEREAS Donovan has demonstrated that he is functioning at a high level in the operation of the R.M.'s machinery and in working toward obtaining his Class 3 license.

AND WHEREAS a wage increase of \$1.00 per hour is recommended for Donovan Boudreau retroactive to March 25, 2018 as per the collective agreement.

AND FURTHER WHEREAS the Assistant CAO recommends that his 6-month probation period end and that he be signed up for benefits as soon as possible.

THEREFORE BE IT RESOLVED THAT Council authorize the successful completion of the 6-month probationary period for Donovan Boudreau and that a wage increase of \$1 per hour be given to Donovan Boudreau retroactive to March 25, 2018 and that he be eligible to join the R.M. Benefits plan as soon as possible.

...Carried

Res #125/2018 Johnson - Bruce

WHEREAS the six-month probationary performance evaluation has been completed by the Assistant CAO for Ray Ducharme, Waste Transfer Site Attendant and Ray has demonstrated that he is functioning at a highly effective level and is friendly and tactful with ratepayers in carrying out his duties. He is working toward obtaining his Class 3 license.

AND WHEREAS Ray Ducharme was started at a salary of \$16.00/hr which is a higher wage than required by the collective agreement and he received his 6-month salary incremental increase starting in March 2018, no salary adjustment is required at this time.

AND FURTHER WHEREAS the Assistant CAO recommends that his probationary period ends effective immediately and that he be signed up for benefits as soon as possible. THEREFORE BE IT RESOLVED THAT Council authorize that Ray Ducharme's 6-month probationary period be ended and that he be eligible to join the R.M. Benefits plan.

...Carried

Res #126/2018                      Carrier - Kerbrat

WHEREAS Assistant CAO (ACAO) Nancy-Anne Cribbs has been working for the R.M. for 3 months and has effectively performed the duties of this position.

AND WHEREAS she has been performing additional responsibilities in the absence of the CAO since early April.

AND FURTHER WHEREAS she has graduated from the Essentials of Supervision Certificate Course with the Province of Manitoba and enrolled in the CMMA Program at the University of Manitoba.

THEREFORE BE IT RESOLVED THAT the CAO recommends that Nancy-Anne Cribbs' probationary period be ended effective immediately and that she be eligible to sign up for R.M. benefits package as soon as possible.

FURTHERMORE THAT the ACAA be given a wage increase of \$1.00/hr effective May 7, 2018.

...Carried

**Adjourn**

Res #127/2018                      Johnson - Kerbrat

BE IT RESOLVED THAT this meeting now adjourn at 7:45 p.m.

...Carried

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Reeve

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CAO



**Rural Municipality of St. Laurent**  
**Public Hearing – Financial Plan and Tax Levy**  
**Thursday, May 10, 2018**

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**AGENDA**

1. Call to Order
2. Adoption of the Agenda
3. Welcome
  - (i) Purpose of Public Hearing
  - (ii) Procedure
4. Presentation of Financial Plan
5. Q & A Period
6. Closing Remarks
7. Adjourn



Rural Municipality of St. Laurent  
PUBLIC HEARING - 2018 FINANCIAL PLAN  
May 10, 2018 - 7:00 p.m.

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**MINUTES**

A Public Hearing was held on Wednesday, May 10, 2018, in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba. The purpose of the hearing was to present the 2018 Financial Plan to the public, receive comments and/or questions if any, and for CAO and Council to give a response.

Present: Reeve Cheryl Smith, Deputy Reeve Frank Bruce,  
Councillors Monte Carrier and Laurent Kerbrat, CAO Hilda Zotter.

Regrets: Councillor Tom Johnson

Reeve Smith called the hearing to order at 7:00 p.m.

**Resolution No. 128/2018**                      **Frank Bruce – Monte Carrier**  
**BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as presented.**

...Carried

Introduction and recital of procedure was read by Reeve Cheryl Smith. The CAO provided a recap of the assessment and identified priorities, then reviewed the Financial Plan in sections as follows:

**General Government Services**

- Some increases account for inflationary increases such as fuel
- Capacity building of staff to better serve the public
- Hire of a full-time Assistant CAO - highly qualified with a broad range of experience to assist CAO - especially with human resource matters
- The RM is hosting the AMM June District Meetings this year, so provision has been made for expenditures of approx. \$1,000 that should be recouped through registrations

***Questions from the Public:***

*Observation and comment on a comparison between assessment and mill rate over the years and comparison to services.*

*Had a question on whether or not the AMM June District Meeting was open to the public – to which was received a reply that they are not open to the general public, just registered guests from other RMs namely, elected council and CAOs.*

*Question if HR duties are the responsibility of CAO or Council – the reply is that they are the responsibility of the CAO and the CAO is the direct link to staff.*

*Question on development of budget, noticing that the elections ledger line was only \$5000 last year and triple that this year. Reply received from the CAO that there is a provision made for bi-elections on non-election years just in case.*

*A question raised whether the school division reimburses the RM for its share of assessment services – to which the response was that we believe the RM pays for it, but will check if schools pay their own share.*

*Question on legal costs - if spent on one thing or a couple things to which the reply was that the RM has many legal matters on the go between filed claims, contracts, by-laws, employment matters etc.*

*It was asked if this year would see significant professional development including code of conduct matters with councils and employees and it was affirmed that the RM was indeed taking steps (by way of an upcoming seminar) toward respectful workplace policy/conduct, in line with the path AMM was going with the recent developments on the subject. Room is also in the budget for professional development such as seminars and CMMA courses.*

### **Protective Services**

- The water-fill source for the Fire Department water tanker relocation has a budget of \$80,000, though we are confident we will not be using all those funds.
- Paul Belair (MEC), Roger Leclerc (Fire Chief) and Dean Appleyard (Public Works Foreman) have been tasked with determining the best option
- Three more trainees are going for EMR training and should be on board soon
- Ongoing provision for repairs and purchases, such as radios, repairs to radios, maintenance of Fire vehicles and other equipment.
- Other increases are influenced by past and expected hikes in inflation.

### ***Questions from the Public:***

*Question on whether or not the RM is ensuring retention of EMRs to which she was assured that we are – the RM will pay for the course but will hold a deposit, a portion of which will be returned at graduation, then after a one-year commitment to the EMR service.*

*Question on increase allocation of budget under MEC (salary, mileage, benefits, etc). – the calculations are all lumped under one line and are higher this year as last year was not a full year for the position. Although the position is considered part-time (24 hours on average per week) provision is made (just as in elections for bi-election) for increase of duties in case needed and in case not recoverable.*

### **Transportation/Public Works**

- Now fully staffed with a Public Works Foreman, Patrol Maintenance employee, both capable of using all RM equipment (including grader and tractor).
- Ensuring roads are maintained with adequate topping - reduced the amount of limestone and are replacing with more gravel (more coverage per dollar).
- Dust Control will be done on a rotational and as-needed basis.
- Again, this budget has been adjusted for inflationary increases (fuel, etc.)
- Public Works Shop - \$35,000 has been allocated for the addition of a shelter to house RM equipment (to keep it out of the harsh elements). This is reflected on under "Contribution to Capital - Fiscal Services" on Page 5.
- A sand rake/harrow will be purchased for \$2,000 for the maintenance and beautification of St. Laurent's beaches.

### ***Questions from the Public:***

*Question on tire aggregate – if the RM is planning on purchasing more and if this material was environmentally safe. The response was that we are not purchasing more; that we have installed it on a test site on Sheringham Road; and that we would research the product more to assess impact on environment although there have thus far been no negative indications on its use.*

*A concern brought forward on road conditions and operator training and was assured of ongoing measures being taken.*

*Comment made on poor cell reception and was advised that efforts had been made to connect the public with service providers however the effort received no attendance. In future, should the opportunity be presented again, further efforts to notify the public would include collected email if possible. Though private companies offer services through satellite, service through towers is limited for various reasons.*

### **Environmental Health Services**

- A seasonal full-time employee has been hired to assist with increased summer recycling and garbage collection.
- Provision has been made for the purchase of a grapple fork for the WTS skidsteer to assist in sorting and garbage clean-up and piling.
- We have put in a provision for the installation of security cameras
- We have been advised that Tipping Fees at the Winnipeg Landfill will increase.

*Compliment received for staff at the Waste Transfer Site for their courtesy and their hard work in all aspects of the job and the service to the public.*

### **Public Health and Welfare Services**

- The only item of note is the provision for the installation of security cameras at the Assisted Living Centre.

### ***Questions from the Public:***

*Question as to how finances of ALC and other groups are reported with respect to the RM's financial plan. The response given by the Chair was that ALC and CDC do a notice to reader and their financials are actually, and have always been, part of the overall RM audit because both entities belong to the RM. For ALC staff, the payroll is being done by the RM, but the funding is coming from the ALC budget. The RM renegotiated the new lease with IERHA and now ALC is fully sufficient because we went from under \$13 per sq ft to \$22 per sq ft. The ALC no longer would need any RM assistance and so they're really self-sufficient where we need them to be if we're going to look at an extension of the building in the future. CDC also has its by-laws redone so that only Council is the CDC's directors with the RM being the shareholder and is used for funding and economic development opportunities as needed.*

### **Environmental Development Services**

- Planning and Zoning experienced a decrease in their requirements as the building inspector is now back to part-time.

***No questions posed by the Public on this section.***

### **Economic Development Services**

- In addition to the regular \$2,000 budget we have included \$3,000 for the proposed partnership with Community Futures and Tourism Manitoba for the installation of signage along Highway 6 that directs travellers to attractions in the RM of St. Laurent.
- Ongoing maintenance will be needed at the Welcome Centre as it now houses the Post Office and several offices.
- We have made provision for by-law enforcement services and will be meeting with companies and individuals that provide these services.

*Question - if there is a plan for the Welcome Centre and the response was that it still is considered the Welcome Centre, but now houses the monument, Post Office, the Rec Commission office, and has another potential office or two. The planned Metis Heritage Centre will be attached to the Welcome Centre and all together will evolve in time.*



### **Recreation and Cultural Services**

- Provision for a part-time Recreation Director
- Grants have been provided to non-profit organizations for necessary maintenance and upgrades, made possible through the RM's share of government-distributed VLT funds
- A letter of application must be sent to the RM (along with proper financial and meeting documentation) in order to be eligible for funding

### ***Questions from the Public:***

Questioned increase in Rec Director budget line and was advised that last year the Rec Director started almost halfway through the year.

### **Fiscal Services** (referring to Page 13 of the Financial Plan)

- Manitoba Housing land purchase for future economic development
- Metis Heritage Centre - Phase One - funding is in the amount of \$240,000 (\$80,000 Federal Govt, \$80,000 Prov MB and \$80,000 RM of St. Laurent).  
This is where it is placed in the Financial Plan - funds to come out of an Accumulated Surplus Fund.
- Proposed changes to the fire department water source is also here - we are allocating \$80,000 for the project as mentioned.
- The Public Works trailer and beach harrows are also noted here.

No questions on this specific topic were made.

**Resolution No. 129/2018**

**Monte Carrier – Frank Bruce**

**BE IT RESOLVED THAT this public hearing now adjourn at 8:07 p.m.**

**...Carried**

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Reeve (Cheryl Smith)

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CAO (Hilda Zotter)

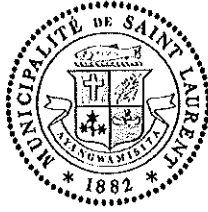


**Rural Municipality of St. Laurent**  
Special Meeting – Financial Plan and Tax Levy  
Thursday, May 10, 2018

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**AGENDA**

1. Call to Order
2. Adoption of the Agenda
3. Finance
  - Adoption of 2018 Financial Plan
  - Tax Levy By-Law #4/2018 – 1<sup>st</sup> Reading
4. Adjourn



Rural Municipality of St. Laurent  
Special Meeting  
May 10, 2018

**MINUTES**

A Special Meeting of Council was held on Thursday, May 10, 2018, in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

The purpose of this meeting was to adopt the 2018 Financial Plan and to provide By-Law No 4/2018 (being a By-Law to set rates of taxation for 2018) first reading.

Present: Reeve Cheryl Smith, Councillors Frank Bruce, Monte Carrier and Laurent Kerbrat, and CAO Hilda Zotter.

Regrets: Councillor Tom Johnson

Reeve Smith called the hearing to order at 8:08 p.m.

Call to Order

Res #130/18            Kerbrat - Bruce

BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as presented.

...Carried

Res #131/18            Carrier - Bruce

WHEREAS the 2018 Financial Plan was presented at a public hearing on May 10, 2018.

AND WHEREAS the public was given the opportunity for comment and inquiries and such comments and inquiries have been duly received.

THEREFORE BE IT RESOLVED THAT Council adopt the 2018 Financial Plan as presented.

...Carried

Res #132/18 Bruce - Kerbrat

BE IT RESOLVED THAT By-Law 4/2018, being a by-law to provide for the 2018 Financial Plan and Tax Levy, be hereby given first reading.

...Carried

Res #133/18 Kerbrat - Bruce

BE IT RESOLVED THAT this meeting now adjourn at 8:11 p.m.

...Carried

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Reeve (Cheryl Smith)

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CAO (Hilda Zotter)



# Rural Municipality of St. Laurent

Regular Meeting

May 16, 2018 - 6:00 p.m.

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## AMENDED AGENDA

### 1. CALL TO ORDER

### 2. ADOPTION OF AGENDA

### 3. CONFIRMATION OF MINUTES

- Minutes of Regular Council Meeting of May 2, 2018

### 4. COMMITTEE REPORTS

- CAO
- MEC
- EDO
- Public Works
- Fire Department
- Rec Director
- Tom Johnson
- Monte Carrier
- Frank Bruce
- Laurent Kerbrat
- Cheryl Smith
- Media Report

### 5. FINANCE AND ACCOUNTS

- Council indemnities (May 2018 Indemnities & April 2018 Expenses)
- Accounts Payable to May 10, 2018
- Limit increase to RM Visa
- Student awards/bursaries – both schools
- Porta-potty maintenance quote
- Attendance of New Highway 6-West Interlake Brand presentation
- Invitation to Reeve and Council – Elder Abuse Day
- Invitation to Reeve and Council – Laurentia Beach Association AGM – June 16
- Hiring Committee for Green Team

## **6. ZONING AND SUBDIVISIONS**

### Public Hearings:

- none

### Regular Matters:

- By-law 3/2018 – Reduced Speed Zone By-law - 2<sup>nd</sup> Reading
- By-law 3/2018 – Reduced Speed Zone By-law – 3<sup>rd</sup> Reading

### Notices:

- Variation Application VSTL-01-18 – Colliou – June 6, 2018 at 6:45 p.m.
- Conditional Use Application CUSTL-01-18 – Hogan – June 6, 2018 at 6:50 p.m.

## **7. DELEGATIONS**

- 7:00 p.m. – ALMS – Jack King – re Lake Manitoba Channel

## **8. TRANSPORTATION & PUBLIC WORKS**

- Grass-cutting – Rec Centre & ALC

## **9. NEW AND UNFINISHED BUSINESS**

- Regular Council Meetings – summer dates

## **10. CORRESPONDENCE/INFORMATION/MINUTES FROM OTHERS**

### Correspondence/Information:

- Community Futures WI AGM – June 20, 2018 – invitation
- AMM Resolution responses – May 2018

### Minutes:

- AMM 2017 Interlake District Meeting Minutes (June 20, 2017)

## **11. COMMITTEE OF THE WHOLE IN CAMERA**

- None
- Legal

## **12. ADJOURN**



Rural Municipality of St. Laurent  
Regular Meeting  
May 16, 2018

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MINUTES

A Regular Meeting of Council was held on Wednesday, May 16, 2018 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

Present: Reeve Cheryl Smith, Councillors Frank Bruce, Tom Johnson, Laurent Kerbrat and Monte Carrier, and CAO Hilda Zotter.

Call to Order

Reeve Smith called the meeting to order at 6:00 p.m.

Adoption of Agenda

Res #134/2018                      Johnson - Kerbrat

BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as amended.

...Carried

Adoption of Minutes

Res #135/2018                      Johnson - Bruce

BE IT RESOLVED THAT the Minutes of the Regular Meeting of May 2, 2018 be hereby adopted as circulated.

...Carried

Committee Reports

CAO report:

- The Financial Plan (public hearing held May 10<sup>th</sup>) has been filed with the Province and we will be doing our 2<sup>nd</sup> and 3<sup>rd</sup> reading on the tax levy by-law at the next council meeting on June 6<sup>th</sup>.
- All RM offices and departments will be closed all day on May 17<sup>th</sup> for a staff and council workshop in preparation for our Code of Conduct.

#### MEC report:

- Installing of civic signs ongoing. Still have missing signs – a few instances of damaged or removed signs.
- Work on establishing new water source for Fire Department – visited golf course in Warren to look at their system. Waiting for West St. Paul to respond – they may have a surplus assets sale, but dry hydrant idea may work better and be cheaper.
- Had a MEC meeting on May 29<sup>th</sup> – agenda items were chemical spills on highway and related buffer/evacuation list and also grass fires. Met with Peter Williams of Data Link and also with Cherie to look at software that can define the buffer zones and print out an evacuation list. What is needed on that list and software is phone numbers for quick contact.
- Spoke about the Alert Ready program that we have seen recently on our phones. We were hoping this could do small alerts or area specific alerts but the technology is not that advanced yet – hopefully in a few years.

#### EDO report:

- No report at this time.

#### Public Works report (Dean Appleyard):

- No report at this time.

#### Fire Department Report (Roger Leclerc):

- No report at this time.

#### Recreation Director

- No report at this time.

#### Councillor Tom Johnson's Report:

- Planning District Meeting cancelled – no quorum.
- Noticed the Alert Ready on phone
- Attended Asset Management Planning Seminar – this program is a little ahead of us – geared more for larger metro areas with sidewalks, sewers, extensive road systems, water treatment, bridges, etc. Our roads do apply.
- Lagoon is at capacity however tests done did not pass for release. To be retested.
  - We will have to look at the possibility of expanding our lagoon in the very near future. There are a lot more people living here now, seasonal and full time, with a lot more use of their pump-out tanks.



- The Poker Derby may need to be cancelled due to the dry conditions.
  - Fire Ban signs are to be ordered – ready for next time needed. Signage should be at all main artery entrances.
- Dog problems in Oak Point and derelict properties.
  - Staff to set up meeting with by-law enforcement agencies to find suitable fit.

#### Councillor Monte Carrier's Report:

- The Accessibility Act is now law and staff training is available – the Community Futures West Interlake provides training for non-profits. It costs about \$20 per person to register.
  - The Reeve commented that when we spoke to Ralph Groening (AMM) about this topic, they advised that as this is provincially mandated, the cost should be free to RM's – not so sure about non-profit organizations. We will wait to hear form AMM on this issue.
- Spoke about submitting a resolution to AMM regarding the need to expedite the construction of the outlet channels. To meet with CAO regarding this.

#### Councillor Frank Bruce's Report:

- Also attended the Asset Management Planning seminar.
- Concern had been brought up about use of tire aggregate and its environmental impact, however no evidence found that there is any concern if used properly. Tire Stewardship Manitoba would probably be the one to contact. Other RM's are using it.
- Nelson River (contractor doing the PR643) has signage out now. Should start work soon.
- Laurentia Beach Association – will be discussing the big tree in middle of road at next AGM.

#### Councillor Laurent Kerbrat's Report:

- Seniors Resource Council meeting on May 10<sup>th</sup>. They are asking the RM for \$2,000 in support - \$1,000 at beginning of year and another mid-year.
  - This should have been brought up during budget planning. RM has only budgeted \$1,000 for 2018.
  - They are to indicate the specifics of what they want covered for the \$2,000 request – BBQ, and what else? Most of the money comes from outside sources to cover the administrator's wages. They have to do a lot of fundraising to cover expenses. BBQ price is increasing a bit to assist.

- Programming for seniors grants are being looked into as they become available. Funding may be project specific. EDO to look into.

Reeve Cheryl Smith's Report:

- Budget hearing done on May 10<sup>th</sup>
- Other items already reported as above.

Media Report (Reeve Smith):

- No report at this time.

Finance & Accounts

BE IT RESOLVED THAT Council Indemnities for May 2018 and Expenses for April 2018 be approved as follows:

	Cheryl Smith	Tom Johnson	Frank Bruce	Laurent Kerbrat	Monte Carrier
Indemnity	480.00	375.00	375.00	375.00	375.00
Meetings	200.00	100.00	150.00	100.00	100.00
Hourly	-	-	15.00	30.00	75.00
Conferences	450.00	-	450.00	300.00	450.00
Mileage	225.00	29.70	259.65	233.10	276.75
Blue Cross (BC)	-	-	-344.80	-344.80	-344.80
BC (paid by RM)	-	-	344.80	344.80	344.80
CPP Deduction	-26.65	-6.60	-21.20	-	-23.18
Adj/reimburse	237.44	-	-	-	65.61
Totals	\$1,565.79	\$498.10	\$1,213.45	\$1038.10	\$1,319.18

....Carried

Res #137/2018 Johnson - Kerbrat

BE IT RESOLVED THAT the Accounts Payable to May 16, 2018 written under cheque numbers 26524 to 26567 and totaling \$61,683.96 be hereby approved for payment.

....Carried

Res #138/2018 Bruce - Kerbrat

BE IT RESOLVED THAT Council authorize the credit limit increase of the RM Visa credit card to \$10,000.00.

...Carried

Res #139/2018 Johnson - Kerbrat

WHEREAS the St. Laurent School and École Communautaire Aurèle-Lemoine have requested consideration in offering awards to their graduates.

AND WHEREAS the RM has established a scholarship entitled "The Honourable Yvon Dumont Community Engagement Scholarship" in the amount of \$500 for each school (Res # 144/2015).

AND FURTHER WHEREAS the RM also offers the annual Craig Boudreau/Ernie Berens bursary in the amount of \$100 awarded to a student who is graduating from the St. Laurent School.

THEREFORE BE IT RESOLVED THAT Council authorize the disbursement for the scholarships to each school in the amount of \$500.00 for The Honourable Yvon Dumont Community Engagement Scholarship.

AND FURTHER BE IT RESOLVED THAT Council authorize the disbursement of the annual Craig Boudreau/Ernie Berens bursary in the amount of \$100.00 to the St. Laurent School.

...Carried

Res #140/2018 Johnson - Bruce

WHEREAS the portable washrooms at Meindl, Big Tree (Sandpiper) Park, and Laurentia Park will require extensive cleaning and maintenance during the 2018 season which is anticipated to be from the May long weekend to approximately October 10<sup>th</sup>.

AND WHEREAS the RM requested quotes for cleaning services of the portapotties and grass maintenance of Meindl and Big Tree Parks for the 2018 season and has received one quote from Adam Holmes for such service in the total amount of \$4,300.00.

THEREFORE BE IT RESOLVED THAT Council approve the quote given by Adam Holmes for his cleaning and grass-cutting services for the 2018 season.

...Carried

Res #141/2018 Carrier - Kerbrat

WHEREAS Monte Carrier represents the RM of St. Laurent on the working committee for the Regional Marketing Initiative and working with Travel Manitoba to develop a brand to create interest in communities, attractions and experiences found along Highway #6.

AND WHEREAS the R.M. of St. Laurent has been invited to the official launch of the New Highway 6 - West Interlake Brand on Wednesday, May 23, 2018 at the Eriksdale Creamery Museum between 5:30 pm and 7:00 pm.

THEREFORE BE IT RESOLVED THAT Councillors Monte Carrier, Tom Johnson and Laurent Kerbrat attend the official launch.

...Carried

Res #142/2018 Johnson - Bruce

WHEREAS the Seniors Resource Council and the St. Laurent World Elder Abuse Awareness Day (WEAAD) Committee is hosting a WEAAD on June 15, 2018 at the St. Laurent Recreation Centre.

AND WHEREAS the Reeve has received an invitation to speak at the opening ceremony at 10:00 a.m.

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

...Carried

Res #143/2018 Carrier - Bruce

WHEREAS the RM administers the Green Team Program applied for by community organizations, namely, the St. Laurent and District Recreation Commission and the St. Laurent Cooperative Recreation Centre.

AND WHEREAS applications have been received for both programs and a hiring committee is to be appointed for each of the programs.

THEREFORE BE IT RESOLVED THAT Council approve Green Team Hiring Committee for the St. Laurent and District Recreation Commission to be Economic Development Officer Tiffany Desjarlais and Recreation Director Wendy Scharf.

AND FURTHER BE IT RESOLVED THAT Council approve the hiring committee for the St. Laurent Cooperative Recreation Centre Green Team Program to be Tiffany Desjarlais and Public Works Foreman Dean Appleyard.

...Carried

*Finance and Accounts to be continued after Zoning & Delegations items on the Agenda*

Zoning & Subdivisions:

Public Hearings:

- None

Regular Matters:

Res #144/2018 Kerbrat - Bruce

BE IT RESOLVED THAT By-Law 3/2018 being a by-law to designate a reduced speed school zone is hereby given second reading.

...Carried

RECORDED VOTE:

Res #145/2018 Bruce - Kerbrat

BE IT RESOLVED THAT By-Law 3/2018 being a by-law to designate a reduced speed school zone is hereby given third reading.

FOR: Tom Johnson, Laurent Kerbrat, Frank Bruce, Monte Carrier, Cheryl Smith

AGAINST:

ABSTAINED:

...Carried

Notices:

- Variation Application VSTL-01-18 – Colliou – June 6, 2018 at 6:45 p.m.
- Conditional Use Application CUSTL-01-18 – Hogan – June 6, 2018 at 6:50 p.m.

Delegations

- 7:00 p.m. – ALMS – Jack King – re Lake Manitoba Channel

Jack King presented concerns over the proposed start date of Lake Manitoba/Lake St. Martin Outlet Channels project, being an additional four years from what was originally planned and hoped for.

## Finance and Accounts Continued

Res #146/2018

Johnson - Kerbrat

WHEREAS Laurentia Beach Association is holding its Annual General Meeting at Laurentia Beach Park on Saturday, June 16, 2018, and has invited the Reeve to attend. THEREFORE BE IT RESOLVED THAT Council approve the attendance of Reeve Smith at the said event.

....Carried

## Transportation & Public Works:

Brief discussion on agenda item regarding grass-cutting for Rec Centre grounds and Assisted Living Centre – Green Team member could assist if needed using the Rec Centre mower/equipment for the Rec Centre grounds and the RM public works staff (and Green Team) can maintain the grounds of the ALC with RM equipment.

## New & Unfinished Business

Res #147/2018

Johnson - Kerbrat

BE IT RESOLVED THAT there be only one regular council meeting for each of the months of July and August namely:

- Wednesday, July 18, 2018 at 6:00 p.m.
- Wednesday, August 15, 2018 at 6:00 p.m.

....Carried

## Correspondence/Minutes from Others

### Correspondence/Information:

- Community Futures WI AGM – June 20, 2018 – Invitation
- AMM Resolution responses – May 2018

### Minutes:

- AMM 2017 Interlake District Meeting Minutes (June 20, 2017)

## Committee of the Whole in Camera

Res #148/2018

Johnson - Bruce

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

...Carried

Res #149/2018                  Johnson - Bruce  
BE IT RESOLVED THAT Council rise and that Council reconvene once again.

...Carried

Adjourn

Res #150/2018                  Johnson - Kerbrat  
BE IT RESOLVED THAT this meeting now adjourn at 7:40 p.m.

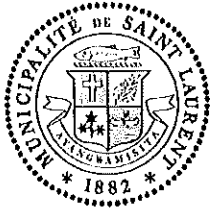
...Carried

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Reeve

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CAO



Rural Municipality of St. Laurent  
Special Meeting  
May 22, 2018

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**MINUTES**

A Special Meeting of Council was held on Tuesday, May 22, 2018 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

Present: Reeve Cheryl Smith, Councillors Frank Bruce, Laurent Kerbrat, Monte Carrier and Tom Johnson and CAO Hilda Zotter

**Call to Order**

Reeve Smith called the meeting to order at 7:00 p.m.

**Adoption of Agenda**

Res #151/2018 Johnson - Kerbrat  
BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as presented.

....Carried

**Finance & Accounts**

*Agenda Item: Metis Heritage Centre Phase One Construction Tender*

Three sealed tenders were received in response to the call for tender, and were reviewed by Council; however, all three are excessively over budget (ranging from \$258K to \$). The three contractors are to be contacted to review and revise quotes wherever possible and if that doesn't work then the drawings would have to be simplified and another call for tender issued. Once numbers are revised, another special meeting is to be called – in about a week's time.



*Agenda Item: Gravel Tender*

Res #152/2018                      Kerbrat – Bruce

**WHEREAS** the RM of St. Laurent has advertised for supply and haul of approximately 2000 cubic yards of crushed traffic gravel to various locations within the R.M. of St. Laurent.

**AND WHEREAS** tenders have been received and reviewed by Council.

**THEREFORE BE IT RESOLVED THAT** Council accept the tender received by Camster Construction Ltd. for the supply and haul of approximately 2000 cubic yards of crushed traffic gravel in the amount of \$15.00 per cubic yard.

...Carried

**Adjourn**

Res #153/2018                      Johnson - Kerbrat

**BE IT RESOLVED THAT** this meeting now adjourn at 7:35 p.m.

...Carried

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Reeve/Chair

  
\_\_\_\_\_  
CAO



## Rural Municipality of St. Laurent

Special Meeting

Tuesday, May 29, 2018 – 6:00 p.m.

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### AGENDA

1. Call to Order
2. Adoption of the Agenda
3. Finance & Accounts
  - Metis Heritage Centre Phase One Construction Tender
  - Fire Chiefs Conference Attendance
4. Transportation/Public Works
  - Hiring Committee – Casual PW
5. New Business
  - AMM Resolution
6. Adjourn



Rural Municipality of St. Laurent  
Special Meeting  
May 29, 2018

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**MINUTES**

A Special Meeting of Council was held on Tuesday, May 29, 2018 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

Present: Reeve Cheryl Smith, Councillors Frank Bruce, Laurent Kerbrat and Tom Johnson and CAO Hilda Zotter

Absent: Councillor Monte Carrier

**Call to Order**

Reeve Smith called the meeting to order at 6:00 p.m.

**Adoption of Agenda**

Res #154/2018 Johnson - Kerbrat  
BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as presented.

....Carried

**Finance & Accounts**

*Agenda Item: Metis Heritage Centre Phase One Construction Tender*

Since special meeting of May 22, 2018 where three sealed tenders were reviewed by Council and all determined to be excessively over budget constraint, the three contractors were contacted and asked to review their quotes and provide a revised quote in the hopes that one would be within the budget requirements. All three, once again, were still well over budget. Paul would attempt one more time to get numbers shaved down with the contractors, and if not successful would re-tender the project on a tight timeline.

*Agenda Item: Fire Chiefs Conference Attendance*

Res #155/2018 Kerbrat – Bruce  
WHEREAS the Manitoba Association of Fire Chiefs Conference is being held from May 31, to June 2, 2018 in Selkirk, Manitoba.

THEREFORE BE IT RESOLVED THAT Council approve the attendance of Roger Leclerc at the said event, with the RM to cover registration costs in the amount of \$165.00, meals and mileage.

...Carried

**Transportation/Public Works**

*Agenda Item: Hiring Committee – Casual PW*

Res #156/2018                      Johnson – Bruce

WHEREAS the RM has advertised the position of Casual Public Works employee.

AND WHEREAS a hiring committee is to be appointed which will interview the applicants and submit a report and recommendations.

THEREFORE BE IT RESOLVED THAT Council approve Casual Public Works employee hire committee to be Public Works Foreman, Dean Appleyard, and Assistant CAO Nancy-Anne Cribbs, and in the alternative (should one not be able to perform the duty) the CAO Hilda Zotter.

....Carried

**Adjourn**

Res #157/2018                      Johnson - Bruce

BE IT RESOLVED THAT this meeting now adjourn at 6:40 p.m.

...Carried

\_\_\_\_\_  
Reeve/Chair

  
\_\_\_\_\_  
CAO