



## Rural Municipality of St. Laurent

Regular Meeting

June 1, 2016

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### AMENDED AGENDA

1. Call to Order
2. Adoption of the Agenda
3. Confirmation of Minutes
  - Public Hearing Minutes – May 11, 2016
  - Minutes of May 18, 2016 Regular Meeting
4. Finance & Accounts
  - Accounts Payable to May 30, 2016
  - Financial Plan
  - Electrician quotes – service for recycling baler at WTS
  - AMM District Meeting – June 14, 2016
  - Community Futures – AGM – June 15, 2016 - Invitation
  - Interlake Municipal Recreation Association – AGM – June 16, 2016 – Invitation
  - 2016 Metis Days – Invitation to bring Greetings
5. Committee Reports
  - Tom Johnson
  - Monte Carrier
  - Frank Bruce
  - Laurent Kerbrat
  - Cheryl Smith
  - Media Report
  - CAO
  - MEC
  - EDO
  - Public Works Foreman
  - Fire Department

6. Zoning & Subdivisions

- 6:45 p.m. - Variation Application – Eugene & Marilyn Nowak
- 6:55 p.m. - Variation Application – Ricky & Sheena Coutu
- 7:05 p.m. - Variation Application – Michael Chartrand

7. Delegations

- 7:15 p.m. - Frieda Krpan – ATV Derby
- 7:30 p.m. - Robert Keppler – Geo-tube

8. Transportation & Public Works

- Definition and eligibility of local contractors

9. New & Unfinished Business

- Eco-West Presentation
- Beaver Program – Policy
- Delegations - Policy
- Playground inspection – Laurentia Beach Public Park
- Insurance coverage – Laurentia Beach Public Park
- Fire Department – expense policy
- Sandpiper Association – Request use of Big Tree Park for AGM
- Feasibility Study Consultant

10. Correspondence/Minutes from others

Correspondence:

- IERHA – Email – May 24, 2016

Minutes:

- Interlake Municipal Recreation Association – AGM Minutes – November 12, 2015
- Community Futures – Meeting Minutes – April 21, 2016
- WIWCD – Meeting Minutes – April 21, 2016
- IERHA – BOD Inaugural Meeting Minutes – April 28, 2016
- IERHA – BOD Meeting Minutes – April 28, 2016
- Interlake Tourism Association – BOD Meeting Minutes – May 26, 2016

11. Committee of the Whole in Camera

- Personnel – CAO Contract, Call-back and Short-term hire
- ALC and CDC – Legal Matters update
- Seniors Resource – Funding request
- IMA – support letter

12. Adjourn



Rural Municipality of St. Laurent  
Regular Meeting  
June 1, 2016

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**MINUTES**

A Regular Meeting of Council was held on June 1, 2016 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

Present: Reeve Cheryl Smith, Councillors Monte Carrier and Laurent Kerbrat, and CAO Tess Gutierrez

Absent: Councillors Frank Bruce and Tom Johnson

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

**Call to Order**

Res #183/2016

Kerbrat - Carrier

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

....Carried

**Adoption of Minutes**

Res #184/2016

Carrier - Kerbrat

BE IT RESOLVED THAT the Minutes of the Public Hearing of May 11, 2016 and Minutes of the Regular Meeting of May 18, 2016 be hereby adopted as circulated.

....Carried

**Finance & Accounts Payable**

**Res #185/2016**                      **Kerbrat - Carrier**

**BE IT RESOLVED THAT** Accounts Payable to June 1, 2016 written under cheque numbers 24550 to 24576 and totaling \$40,711.45 be hereby approved for payment.

**...Carried**

**Res #186/2016**                      **Carrier - Kerbrat**

**BE IT RESOLVED THAT** Council hereby adopt the Financial Plan with corrections on Page 8 as required.

**...Carried**

**Res #187/2016**                      **Kerbrat - Carrier**

**WHEREAS** the recycling baler/compactor to be installed at the Waste Transfer Site requires 200 amp service.

**AND WHEREAS** two quotes have been received for said installation.

**THEREFORE BE IT RESOLVED THAT** Council accept the quote from Richman Electric Ltd. In the amount of \$5,503.18 which includes GST and PST.

**...Carried**

**Res #188/2016**                      **Carrier - Kerbrat**

**WHEREAS** the Municipal Interlake District meeting is being held on Tuesday, June 14, 2016, in Winnipeg Beach, Manitoba.

**THEREFORE BE IT RESOLVED THAT** Council approve all members of Council and the CAO to attend.

**...Carried**

**Res #189/2016**                      **Carrier - Kerbrat**

**WHEREAS** Community Futures West Interlake has forwarded an invitation to attend their Annual General Meeting to be held on Wednesday, June 15, 2016 at 6:00 p.m. in the Lake Francis Community Hall.

**THEREFORE BE IT RESOLVED THAT** Council approves attendance of Tiffany Desjarlais, Economic Development Officer, at same.

....Carried

**Res #190/2016**                      **Kerbrat - Carrier**

**WHEREAS** Interlake Municipal Recreation Association has forwarded an invitation to attend their Annual General Meeting to be held on Thursday, June 16, 2016 at 6:00 p.m. in the Rockwood Motor Inn, Stonewall, Manitoba.

**THEREFORE BE IT RESOLVED THAT** Council approves Laurent Kerbrat and Monte Carrier to attend.

....Carried

**Res #191/2016**                      **Carrier - Kerbrat**

**WHEREAS** the 2016 Metis Days is being held in the R.M. of St. Laurent on July 30 and July 31, 2016.

**AND WHEREAS** Reeve Smith was asked to bring greetings on behalf of the R.M.

**THEREFORE BE IT RESOLVED THAT** Council approve Reeve Smith's attendance at the 2016 Metis Days on Saturday, July 30, 2016 to bring greetings on behalf of the R.M.

....Carried

**Res #192/2016**                      **Kerbrat - Carrier**

**WHEREAS** the RM has received written and detailed tenders for a feasibility study and business plan by two consultants.

**THEREFORE BE IT RESOLVED THAT** Council approve the tender received by Wendy Molnar in the amount of \$40,480.00 which includes GST and PST.

....Carried

### Committee Reports

Councillor Tom Johnson's Report

- Absent – no report at this time

Councillor Monte Carrier's Report

- Had a knee operation last week – nothing to report at this time.

#### Councillor Frank Bruce's Report

- Absent – no report at this time.

#### Councillor Laurent Kerbrat's Report

- Attended Seniors Resource Council Annual General Meeting on May 25<sup>th</sup>.
- Attended St. Laurent Rec Centre AGM on May 30<sup>th</sup>. Five new board members have been elected.
- Beaver problems to deal with in rural area and at Laurentia. Local trappers have been called.
- Ducks Unlimited culvert issues to deal with at Vestfold marsh.

#### Reeve Cheryl Smith's Report

- Attended the 41<sup>st</sup> meeting of Legislature and met with Minister of Indigenous and Municipal Relations, Eileen Clark, who wanted to hear about our RM's rebuilding

#### Media Report (Reeve Smith)

- Conducted an interview with Tribune on the RM's budget.

#### CAO (Tess Gutierrez) report:

- DFA work ongoing
- Sandbag and geo-tube removal in progress

#### MEC report:

- In charge of coordination and fielding of calls regarding sandbag removal
- Spoke about the First Responders approval.
- Met with Peter Williams of Data Link to continue with the civic addressing work.

#### EDO report:

- Work on Canada 150 program
- Interviewed for Green Team – all three available positions are now filled.

- Recycling baler to be delivered any day

Public Works Foreman Dean Appleyard's report:

- Roger away from WTS this week and next week for training for Fire Department and course at Red River.
- Roads in poor shape – waiting for better weather.
- Getting estimates for the electrical hook-up for the baler. Recommends underground cable.
- Moving concrete garbage bins.
- Will be working on cutting Park grass.

Fire Department Report:

- Some members will be attending the Firemen's Conference in Dauphin this week and will be gone for three days.

### Zoning & Subdivisions

**Res #193/2016**

**Kerbrat - Carrier**

**BE IT RESOLVED THAT** Council adjourn into the scheduled public hearing.

....Carried

**Res #194/2016**

**Carrier - Kerbrat**

**BE IT RESOLVED THAT** the Public Hearing close and that Council reconvene into regular meeting agenda.

....Carried

**Res #195/2016**

**Kerbrat - Carrier**

**WHEREAS** Variation application, VSTL-06-16, was received from Eugene and Marilyn Nowak.

**AND WHEREAS** the said variation application is to allow the construction of a garage to comply with the zoning by-law.

**THEREFORE BE IT RESOLVED THAT** Council approve said variation.

...Carried

**Res #196/2016                      Carrier - Kerbrat**

**WHEREAS** Variation application, VSTL-07-16, was received from Ricky and Sheena Coutu.

**AND WHEREAS** the said variation application is to allow the construction of a garage to comply with the zoning by-law.

**THEREFORE BE IT RESOLVED THAT** Council approve said variation.

...Carried

**Res #197/2016                      Kerbrat - Carrier**

**WHEREAS** Variation application, VSTL-08-16, was received from Michael Chartrand.

**AND WHEREAS** the said variation application is to allow the subdivision of one 2.88 acre lot from a 5.77 acre holding to comply with the zoning by-law.

**THEREFORE BE IT RESOLVED THAT** Council approve said variation.

...Carried

**Delegations**

7:15 p.m. – Frieda Krpan – ATV Derby

- Delegation cancelled

7:30 p.m. – Robert Keppler – Geo-tube

- Mr. Keppler spoke on geo-tube to possibly stay to protect from wave action damage to property. Council to make recommendation and advise.

**Transportation & Public Works**

Discussion on definition and eligibility of “local” contractor. Policy to be discussed.



**New & Unfinished Business**

There was a brief discussion and reminder that Eco-West is having a presentation regarding the possibility of installing an incinerator at the Waste Transfer Site.

**Res #198/2016                      Kerbrat - Carrier**

**WHEREAS** the RM requires the services of licenced trappers to remove nuisance beavers from problem areas in the RM.

**THEREFORE BE IT RESOLVED THAT** the RM's general policy regarding the hire of trappers and payment for services be reviewed and recommendations presented to Council as soon as possible.

....Carried

**Res #199/2016                      Kerbrat - Carrier**

**WHEREAS** the RM has given time for members of the public to bring forward a delegation during regular council meetings.

**AND WHEREAS** policy regarding approval for delegations will need to be reviewed.

**THEREFORE BE IT RESOLVED THAT** the RM's general policy regarding application and approval of delegation be reviewed.

....Carried

**Res #200/2016                      Kerbrat - Carrier**

**WHEREAS** Laurentia Beach Public Park requires insurance coverage which would include its playground equipment and use thereof.

**AND WHEREAS** the equipment may need repair or replacement.

**THEREFORE BE IT RESOLVED THAT** the RM hire the services of a playground inspector to give a report and recommendations.

....Carried

**Res #201/2016**                      **Carrier - Kerbrat**

**WHEREAS** the St. Laurent Fire Department must make small purchases from time to time.

**AND WHEREAS** the Auditor does not recommend such practices without prior Council approval.

**THEREFORE BE IT RESOLVED THAT** the RM's general policy regarding authorization for such expenses be reviewed.

**....defeated**

**Res #202/2016**                      **Kerbrat - Carrier**

**WHEREAS** the Sandpiper Association has requested permission from the RM to use Big Tree Park as the venue for their 2016 Annual General Meeting in July, date yet to be determined.

**THEREFORE BE IT RESOLVED THAT** Council approve the use of the Park for such event.

**AND FURTHER BE IT RESOLVED THAT** Council direct the CAO to contact the RM's insurance provider regarding liability insurance coverage for the event and to obtain insurance for the event if available.

**....Carried**

### Correspondence/Minutes from Others

#### Correspondence:

- IERHA – Email – May 24, 2016

#### Minutes:

- Interlake Municipal Recreation Association – AGM Minutes – November 12, 2015
- Community Futures – Meeting Minutes – April 21, 2016
- WIWCD – Meeting Minutes – April 21, 2016
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- IERHA – BOD Meeting Minutes – April 28, 2016
- Interlake Tourism Association – BOD Meeting Minutes – May 26, 2016

Committee of the Whole in Camera

**Res #203/2016**                      **Kerbrat - Carrier**

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

.....Carried

**Res #204/2016**                      **Kerbrat - Carrier**

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

.....Carried

**Res #205/2016**                      **Kerbrat - Carrier**

**WHEREAS** the current salary of the CAO is \$55,000 annually.

**AND WHEREAS** the CAO's contract stipulates that beginning as of the 4<sup>th</sup> day of June, 2016, the employee's annual salary shall be increased to \$60,000 calculated at \$28.85 per hour based on 2,080 hours per year.

**THEREFORE BE IT RESOLVED THAT** Council approve said increase.

.....Carried

**Res #206/2016**                      **Carrier - Kerbrat**

**WHEREAS** Waste Transfer Site employee, Roland Lavallee, has requested medical leave without pay from May 21, 2016 to July 1, 2016.

**AND WHEREAS** the vacancy of his position must be filled immediately.

**THEREFORE BE IT RESOLVED THAT** Council accept the recommendation of the CAO to hire Jules Fontaine as temporary full-time waste transfer site employee at the rate of \$15.00 per hour, with a start date of May 21, 2016, to July 1, 2016.

.....Carried

**Res #207/2016**                      **Kerbrat - Carrier**

**WHEREAS** a donation of \$1,200 has been received from Mr. Randal T. Smith to the RM to use as needed.

**AND WHEREAS** the Senior Resource Council is hosting an Annual Senior Appreciation BBQ on August 18, 2016.

**THEREFORE BE IT RESOLVED THAT** \$1,150 be donated to the Seniors Resource Council in support of the BBQ.

.....Carried

**Adjourn**

**Res #208/2016**

**Carrier - Kerbrat**

**BE IT RESOLVED THAT** this meeting now adjourn at 9:20 p.m.

...Carried

“Cheryl Smith”  
Reeve (Cheryl Smith)

“Tess Gutierrez”  
CAO (Tess Gutierrez)



## Rural Municipality of St. Laurent

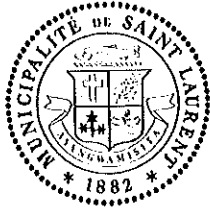
### Special Meeting

Thursday, June 9, 2016 – 6:30 p.m.

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### AMENDED AGENDA

1. Call to Order
2. Adoption of Agenda
3. Finance
  - Contractor Payables
4. Committee of the Whole in Camera
  - CAO position
  - Signing authority
  - Full time Assistant CAO position
  - Part time office staff
  - Temporary full-time public works at WTS
  - Full-time public works position
  - Additional temporary Motor Grader
5. Adjournment



Rural Municipality of St. Laurent  
Special Meeting  
June 9, 2016

MINUTES

A Special Meeting of Council was held on June 9, 2016 in the Council Chambers, located at 16 St. Laurent Veteran's Memorial Road, St. Laurent, Manitoba. The purpose of the meeting was to approve payment of invoices related to the sandbag and geo-tube removal and to deal with personnel and public works matters.

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

With Reeve Smith in the Chair the meeting was called to order at 6:40 p.m.

Call to Order

Res #209/2016 Kerbrat - Bruce

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

...Carried

Finance

Res #210/2016 Johnson - Carrier

BE IT RESOLVED THAT the Accounts Payable to June 9, 2016, written under Cheque Numbers 24577 to 24598 and totaling \$742,513.82 be hereby approved for payment.

...Carried

Res #211/2016 Johnson - Bruce

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

...Carried

Res #212/2016 Johnson - Bruce

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

...Carried

Res #213/2016 Johnson - Bruce

WHEREAS Tess Gutierrez (the "Employee") was appointed as Chief Administrative Officer effective March 14, 2016, and signed an Employment Contract.

AND WHEREAS Paragraph 22 of the said Employment Contract provides that the Employee may resign her employment by giving to the RM of St. Laurent (the "Employer") thirty (30) days' written notice.

AND WHEREAS the Employee submitted her Letter of Resignation to Council on June 1, 2016.

AND WHEREAS the Employer may elect to exercise its option under the Employment Contract, Paragraph 22, for the immediate cessation of the Employee's Contract upon payment to the

Employee of the thirty (30) days' pay, less statutory and other required deductions.

1. THEREFORE BE IT RESOLVED THAT Council hereby accepts the Employee's Letter of Resignation.
2. AND FURTHER BE IT RESOLVED THAT Council hereby elects to exercise its option under the Employment Contract, Paragraph 22, for the cessation of the Employee's Contract as of June 13, 2016.
3. AND FURTHER BE IT RESOLVED THAT Council authorized the payment to Ms. Gutierrez of any banked and vacation pay owing to her, and the payment of thirty (30) days of pay, less statutory and other required deductions.
4. AND FURTHER BE IT RESOLVED THAT Hilda Zotter is hereby appointed Acting CAO until further Resolution.

....Carried

Res #214/2016

Carrier - Kerbrat

WHEREAS Hilda Zotter was appointed Acting CAO on June 9, 2016 by Resolution No. 213/2016. AND WHEREAS the Council of the R. M. of St. Laurent wishes to appoint its Chief Administrative Office from within its pool of employees.

AND WHEREAS it is the recommendation of the Chair of the Personnel Committee that Hilda Zotter be offered the position of Chief Administrative Officer.

AND WHEREAS Ms. Zotter has accepted said offer.

1. THEREFORE BE IT RESOLVED THAT Council authorize the appointment of Hilda Zotter as Chief Administrative Officer of the R.M. of St. Laurent, effective June 13, 2016.
2. AND FURTHER BE IT RESOLVED THAT Council approve a salary of \$60,000.00 per year, as per and under the conditions of the Employment Contract between Hilda Zotter and the RM.

....Carried

Res #215/2016

Johnson – Bruce

WHEREAS Tess Gutierrez is no longer Chief Administrative Officer (CAO) for the R.M. of St. Laurent.

AND WHEREAS Hilda Zotter has been appointed CAO for the R.M. of St. Laurent as of June 13, 2016.

1. THEREFORE BE IT RESOLVED THAT Council revoke the signing authority of Tess Gutierrez and instate Hilda Zotter, CAO, with signing authority.

....Carried

Res #216/2016

Carrier - Bruce

WHEREAS as of June 13, 2016, the position of full time Assistant Chief Administrative Officer will be vacant.

AND WHEREAS it is the recommendation of the Chair of the Personnel Committee that the said position of full time Assistant CAO will no longer be required as the staffing needs of the R.M. office are now being sufficiently met.

1. THEREFORE BE IT RESOLVED THAT Council authorize the removal of the position of full time Assistant Chief Administrative Officer until further Resolution.
2. AND FURTHER BE IT RESOLVED THAT the remaining budgeted amount for this position

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be distributed to provide for an increase in part-time office staff hours and the hire of a full-time Public Works employee.

....Carried

Res #217/2016 Johnson – Kerbrat

WHEREAS as of June 13, 2016, the position of full time Assistant Chief Administrative Officer is eliminated.

AND WHEREAS it is the recommendation of the Chair of the Personnel Committee that the elimination of said position will require an increase in part-time office staff hours to ensure that the day to day requirements of the office administration are met.

1. THEREFORE BE IT RESOLVED THAT Council authorize an increase of Karen Leclerc's hours from six days to seven days per pay period, effective June 13, 2016.
2. AND FURTHER BE IT RESOLVED THAT Council authorize an increase of Andrea McKay's hours from four days to seven days per pay period, effective June 13, 2016 with Ms. McKay to commence MEPB and Blue Cross benefits immediately.

....Carried

Res #218/2016 Johnson – Kerbrat

WHEREAS Waste Transfer Site employee, Roland Lavallee, has requested medical leave from May 21, 2016 to July 1, 2016.

AND WHEREAS the vacancy of this position was filled by Jules Fontaine as temporary full-time waste transfer site employee from May 21, 2016 to June 3, 2016, resulting in the position to once again be vacant as of June 4, 2016.

1. THEREFORE BE IT RESOLVED THAT Council accept the recommendation of the CAO to hire Brandon Bamford as temporary full-time waste transfer site employee at the rate of \$16.00 per hour, with a start date of June 6, 2016, to July 1, 2016.

....Carried

Res #219/2016 Bruce - Carrier

WHEREAS it is the recommendation of the Chair of the Personnel Committee that there is a need for the R.M. to create a new position in the public works department to ensure that the day to day needs of the R.M. are met.

1. THEREFORE BE IT RESOLVED THAT Council authorize the designation of a full time public works employee position.
2. AND BE IT RESOLVED THAT said position be funded by the redistribution of budgeted funds from the elimination of the full time Assistant CAO position and by redistribution of funds from the casual and part-time budget lines.
3. AND FURTHER BE IT RESOLVED THAT Council authorize the CAO to advertise the new position, to be filled as soon as possible.

....Carried

Res #220/2016 Johnson – Kerbrat

WHEREAS the Municipal gravel roads of the R.M. are in a serious state of disrepair.



AND WHEREAS it is the recommendation of the Chair of Transportation (Councillor Frank Bruce) that another motor grader should be deployed to assist in bringing the roads into better condition.

AND WHEREAS THE R.M. only owns one motor grader and will require the services of a contractor with a motor grader to assist.

1. THEREFORE BE IT RESOLVE THAT Council authorize the hiring of Larsen Contracting Ltd. as needed.

...Carried

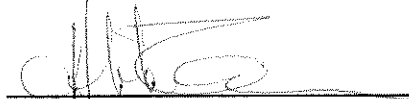
Res #221/2016

Johnson - Kerbrat

BE IT RESOLVED THAT this meeting now adjourn at 7:20 p.m.

...Carried

  
Reeve (Cheryl Smith)

  
CAO (Hilda Zotter)



Rural Municipality of St. Laurent

Regular Meeting

June 15, 2016

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AGENDA

1. Call to Order
2. Adoption of the Agenda
3. Confirmation of Minutes
  - Minutes of June 1, 2016 Regular Meeting
  - Minutes of June 9, 2016 Special Meeting
4. Finance & Accounts
  - Accounts Payable to June 15, 2016
  - Council Indemnities and Expenses
  - Financial Statements ending May 30, 2016
  - Capacity Building
  - Welcome Centre Wheelchair Ramp
  - Public Works Foreman Leadership Course – Woodlands
  - Assisted Living Centre – Request for funds
  - Cell phone booster – Fire Department
  - Quote for Gravel and Limestone – immediate repairs
  - Stonewall Tribune – Canada Day and Grad features
  - Interlake Municipal Recreation Association – Annual Membership Fee
  - Metis Days Golf Tournament – team sponsorship
  - RM Contribution to Oak Point CC Country Jamboree
  - St. Laurent Parent Advisory Council – Donation of Rainbarrel
  - Donations received
5. Committee Reports
  - Tom Johnson
  - Monte Carrier
  - Frank Bruce
  - Laurent Kerbrat
  - Cheryl Smith
  - Media Report
  - CAO Report

- MEC Report
- EDO Report
- Public Works Foreman report
- Fire Department report

6. Zoning & Subdivisions

- None

7. Delegations

- None

8. Transportation & Public Works

- St. Laurent Veteran's Memorial Signage
- Lagoon Testing and Release
- Ditch/culvert work – Road 18W (Stony Ridge Rd)

9. New & Unfinished Business

- Oak Point Community Club – Invitation to Reeve for greetings at opening ceremonies
- Form Museum Feasibility Study Committee
- Canada 150 application

10. Correspondence/Minutes from others

Correspondence:

- None

Minutes:

- Prairie Rose School Division – Minutes – May 16, 2016
- St. Laurent Fire Department – Minutes – May 30, 2016

11. Committee of the Whole in Camera

- MEC Hours – increase in hours
- MMA Invoice
- Policy – Contractor Invoices
- Legal – access to private property through R.M. property

12. Adjourn



Rural Municipality of St. Laurent  
Regular Meeting  
June 15, 2016

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**MINUTES**

A Regular Meeting of Council was held on June 15, 2016 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

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

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

**Call to Order**

**Res #222/2016                      Johnson - Kerbrat**

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

**....Carried**

**Adoption of Minutes**

**Res #223/2016                      Johnson - Carrier**

**BE IT RESOLVED THAT** the Minutes of the June 1, 2016 Regular Meeting and Minutes of June 9, 2016 Special Meeting be hereby adopted as amended.

**....Carried**

**Finance & Accounts Payable**

**Res #224/2016**

**Johnson - Bruce**

**BE IT RESOLVED THAT** accounts payable to June 15, 2016 written under cheque numbers 24599 to 24634 and totaling \$47,916.62 be hereby approved for payment.

**....Carried**

**Res #225/2016**

**Kerbrat - Bruce**

**BE IT RESOLVED THAT** Council Indemnities for June 2016 and expenses for May 2016 be approved as follows:

	<b>Cheryl Smith</b>	<b>Tom Johnson</b>	<b>Frank Bruce</b>	<b>Laurent Kerbrat</b>	<b>Monte Carrier</b>
Monthly Indemnity	480.00	375.00	375.00	375.00	375.00
Meetings/ Meals	150.00	200.00	-	200.00	300.00
Hourly Conferences	60.00	-	172.50	-	60.00
Mileage	-	70.20	38.25	144.90	97.30
Deductions	-16.01	-9.08	-12.66	-	-14.52
Reimburse/ adjust	31.21	-	-	-	-
<b>Totals</b>	<b>\$705.20</b>	<b>\$636.12</b>	<b>\$573.09</b>	<b>\$719.90</b>	<b>\$817.78</b>

**....Carried**

**Res #226/2016**

**Johnson - Carrier**

**BE IT RESOLVED THAT** the Financial Statements dated May 30, 2016 be adopted as presented.

**....Carried**

**Res #227/2016 Johnson - Kerbrat**

**WHEREAS** ongoing training for staff is a benefit and asset to the RM, and builds the capacity of the RM staff.

**AND WHEREAS** the RM staff has requested further training in financial recording and reporting.

**THEREFORE BE IT RESOLVED THAT** Council authorize the RM's accountant, Robert Weighell, to train, assist and advise staff with financial recording and reporting requirements.

...Carried

**Res #228/2016 Bruce - Carrier**

**WHEREAS** an Invitation for Quotes was distributed in May and June of 2016 for the installation of a Wheelchair Ramp at the Welcome Centre.

**AND WHEREAS** five quotes have been received and reviewed by Council.

**THEREFORE BE IT RESOLVED THAT** Council accept the quote of Unique Renovations & Flooring in the amount of \$5,790.48

....Carried

**Res #229/2016 Johnson - Kerbrat**

**WHEREAS** ongoing training for staff is a benefit and asset to the RM, and builds the capacity of the RM staff.

**AND WHEREAS** the RM of Woodlands is hosting a Public Works Foreman Leadership Seminar to be held in mid-July, date yet to be determined, at a cost of approximately \$250.00 per person.

**THEREFORE BE IT RESOLVED THAT** Council authorize Public Works Foreman, Dean Appleyard and the new full-time Public Works employee to attend said seminar.

....Carried

**Res #230/2016 Bruce - Carrier**

**WHEREAS** the St. Laurent Assisted Living Centre (ALC) is in financial distress due to unforeseen expenses and has requested funding from the 2016 ALC budget line to assist with its operations.

**AND WHEREAS** the ALC has provided financial information and RM staff has reviewed the request.

**THEREFORE BE IT RESOLVED THAT** Council authorize the payment of \$3,000.00 to the St. Laurent Assisted Living Centre.

....Carried

**Res #231/2016**                      **Johnson - Kerbrat**

**WHEREAS** the St. Laurent Fire Department requires a cell phone booster at the Fire Hall.

**AND WHEREAS** quotes have been received for a cell phone booster.

**THEREFORE BE IT RESOLVED THAT** Council approve the quote in the amount of \$564.00 for a Uniden Cellular Booster Kit from Costco.

....Carried

**Res #232/2016**                      **Bruce - Carrier**

**WHEREAS** certain gravel roads will need limestone and gravel topping to repair damage made by heavy equipment during the sandbag and geo-tube removal process.

**AND WHEREAS** a quote has been received from Flinta Trucking for 10 18-yard truckloads of limestone in the amount of \$4,517.60 which includes supply, haul and spread and GST.

**THEREFORE BE IT RESOLVED THAT** Council approve the said quote.

....Carried

Agenda item - regarding a Canada Day and Grad feature in the Stonewall Tribune: it is decided that no display be placed at this time but rather that a congratulatory message to our graduates be inserted in the RM's newsletter for July 2016.

**Res #233/2016**                      **Johnson - Kerbrat**

**BE IT RESOLVED THAT** the Rural Municipality of St. Laurent authorize the 2016 membership renewal with Interlake Municipal Recreation Association at a cost of \$50.00.

**AND FURTHER BE IT RESOLVED** Laurent Kerbrat be appointed as the Municipal Representative.

....Carried

**Res #234/2016**                      **Kerbrat - Carrier**

**WHEREAS** the Father Guy Lavallee Michif Local has a separate committee hosting a Golf Tournament on June 18, 2016 to raise funds for the traditional games portion of the annual St. Laurent Metis Days celebration.

**AND WHEREAS** this committee has requested sponsorship from the RM by way of sponsoring one of the nine holes for \$300 (RM will have advertisement displayed and announced at event); sponsoring/entering a team of four people for \$200 plus cart rental fees (advertisement on carts if rented and announced at event); donate a prize for best scores winners; or donate funds directly to the traditional games at Metis Days.

**AND WHEREAS** they provided budget information which has been reviewed by RM staff.

**THEREFORE BE IT RESOLVED THAT** Council authorize a sponsorship to the Traditional Games Committee in the amount of \$300.00.

....Carried

**Res #235/2016**                      **Johnson - Kerbrat**

**WHEREAS** the Oak Point Community Club is hosting a Music Jamboree on July 2, 2016 to raise funds for the Oak Point Hall operating expenses and maintenance, and have requested cash sponsorship from the RM to help with raising funds.

**AND WHEREAS** the Oak Point Community Club has provided financial information which has been reviewed by RM staff based on donation policy.

**THEREFORE BE IT RESOLVED THAT** Council authorize a monetary sponsorship of \$1,000.00 to the Oak Point Community Club.

....Carried

**Res #236/2016**                      **Bruce - Kerbrat**

**WHEREAS** the RM has received a donation of \$1,000.00 from Davilyn Eyolfson.

**AND WHEREAS** Ms. Eyolfson has requested the donation be given to the Oak Point Community Club for maintenance and upkeep of the Oak Point Community Hall.



**THEREFORE BE IT RESOLVED THAT** the amount of \$1,000.00 be forwarded to the Oak Point Community Club for that purpose.

....Carried

Agenda item – Donation of rainbarrel to the St. Laurent Parent Advisory Council: Since the rainbarrels in the RM office are not the property of the RM but rather that of the West Interlake Watershed Conservation District (WIWCD), the Advisory Council will be notified to contact the WIWCD directly.

Agenda item – regarding receiving of donations: RM staff is directed to develop a form and policy and procedure when acknowledging and receiving donations. Donations, whether large or small, are very much needed and appreciated by many organizations around the community. We want to encourage and acknowledge these donations. A process that is respectful and professional will encourage others to donate and will honor, acknowledge and thank those that have.

### **Committee Reports**

#### Councillor Tom Johnson's Report

- No report at this time on Handivan and West Interlake Planning District matters.

#### Councillor Monte Carrier's Report

- Community Futures is having an AGM in Lake Francis this evening – our EDO is in attendance and will be her first experience getting involved with Community Futures. The AGM will have two speakers: MLAs Ralph Eichler and Derek Johnson.
- CDC will be providing an update to the RM as soon as possible on their activities. CDC is having a BBQ meeting on June 28, 2016 at 5:00 p.m. at the Welcome Centre. There will be no more CDC meetings until September.
- Attended AMM District Meeting at Winnipeg Beach. Interesting information session and reports from AMM Directors and Executives.
- Eco West made an excellent presentation – it is an organization that provides assistance on projects on Partners for Climate Protection in the four Western Provinces. They assist with consultation, study and funding of ecological and sustainable projects. They have already much data on St.

Laurent and area in their system from a previous consultation a few years ago. Waste disposition would be an area of interest for our RM.

Reeve Smith added that the RM of St. Laurent is one of the five founding members of Eco West. Eco West is working with Neepawa currently for a waste management project. In our case, we could potentially be a region-based operation. A feasibility study needs to be done and upgrade of inventory from their previous study. The best solution/scenario would be sought for us and for our neighboring municipalities and a determination for the best funding structure. Eco West has already committed to working with our community to update inventory. In about six months they will give us an update on what they have and will let us know as to what the next steps would be. Interlake Packers' waste disposal would be one of the primary feeds for this project. Eco West has the expertise to bring all the information back to the RM. No other professionals would need to be hired. Funding would also be maximized as this community and surrounding areas hold multiple key traits – metis, aboriginal, farming, fishing. Eco West will be connecting with our EDO, Tiffany.

#### Councillor Frank Bruce's Report

- Road grading has been steady for a few days and will continue as weather permits to get ready for gravelling and dust control.
- Toilets at the parks need some maintenance – an action plan is to be put in place for regular care. Possibly use the Green Team for clean-up – talk to Tiffany about this.
- Working with MEC and Laurent to coordinate sandbag removal.
- Met with contractors regarding the requirements of the wheelchair ramp at the Welcome Centre.
- Request for gravelling and limestone tenders went public on Monday. Sealed tenders will be reviewed at a Special Meeting on Wednesday, June 22, 2016 at 6:00 p.m.
- AMM District Meeting was informative.

#### Councillor Laurent Kerbrat's Report

- Working with the Fine Options program
- Was unable to attend the Seniors Resource AGM.
- Green Team will be starting their work shortly. Tiffany to coordinate. Safety procedures will be reviewed with the new Green Team members.

### Reeve Cheryl Smith's Report

- Attended Eco West presentation – very good meeting as reported earlier.
- Attended the AMM District Meeting which was very well attended and had a good agenda. It was announced that the municipal benefits program would be returning about \$500,000 to the RMs. The new government has committed to municipal infrastructure dollars, social and cultural programs, broadband, and tourism. An infrastructure survey is to be followed up with a regional roundtable discussion in September then brought to the November AMM meeting. Also, St. Laurent will possibly be hosting the 2018 AMM District Meeting.
- The Canada 150 application is being worked on by Tiffany and an excellent support team.
- Attended the Spring Gala for the PC party at the Victoria Inn and met many of the new MLAs.
- Meeting set up with MLA Derek Johnson at the Legislative Building on June 20, 2016 to update him regarding RM issues.
- After the meeting with MLA, will meet with DFA to review outstanding and further claims.
- Meeting is arranged with Ron Van Denaker of IERHA

### Media Report (Reeve Smith)

- None at this time.

### CAO report

- We had a transportation committee meeting on June 10<sup>th</sup> to determine the gravelling, limestone, dust control needs this year. Gravel and limestone to be tendered. Special Meeting to review tenders on June 22, 2016 at 6:00 p.m.
- Coordination with Leslie, Frank and Laurent on sandbag removal.
- Working on first batch of sandbag removal DFA submissions – want to have ready for the June 20<sup>th</sup> meeting in Winnipeg with DFA.
- Meeting with MIT for June 28, 2016 – this is to discuss paving of Highway 6 to 415 outlet.
- Tax bills to be delivered this week. We will try to get them all out before the impending postal strike.

### MEC report:

- Coordination with contractors for sandbag removal.

- Work on EMR and Transfer of Functions – hoping to have licence within a month.
- Working with Peter Williams of DataLink to continue civic signage project.

#### EDO report:

- Set up a meeting with internet provider company, NetSet, however there was no attendance because of a misunderstanding about the time.
- Met with Marion Furey on ALC expansion and put together a file for the new committee to use once formed.
- Set up and attended the Eco West meeting. They are very optimistic in helping St. Laurent and area achieve a greener community.
- We have received the recycling baler and are currently waiting for the electrical to be set up.
- Work on Canada 150 Infrastructure grant for the museum project. The application has to be submitted on June 22. Have been in touch with various individuals as a support and consultation group.

#### Public Works Foreman Dean Appleyard's report (submitted in writing and read by CAO):

- Recycling baler is at the Waste Transfer Site; just waiting for hydro hook-up. Will be calling Hydro to see when they are coming.
- Roads are starting to get into shape; so far weather has been cooperative. Will be doing some gravelling and dust control in next few weeks.

#### Fire Department Report:

- Checked into some "burning debris" complaints.
- Missed Fire Chiefs' conference because of illness but will get a briefing from Deputy Fire Chief Roger Leclerc.
- Still looking for a suitable water truck. Posed question as to what the price cap should be. Arrange a meeting in near future with CAO to discuss.
- Continued work on looking for water sources throughout the RM.
- Cell phone booster for the fire hall required.
- Tried out zodiac boat and worked out a few issues.
- Will be meeting with Sgt. Richard Marshall. A traffic control seminar is to be held in St. Laurent – tentative date being September.
- Road conditions still not great for emergency vehicles.

- Regarding Rural Officers course that members Jean Louis, Matt and Katie took, no time submitted yet but will be submitted with next fireman's timesheets in July.

Councillor Frank Bruce asked if MPI reports have been submitted yet as revenue sourcing is a priority. The Fire Department was given a deadline of June 30<sup>th</sup> to have reports submitted.

### Zoning & Subdivisions

- None

### Delegations

- None

### Transportation & Public Works

#### **Res #237/2016                      Johnson - Kerbrat**

**WHEREAS** there have been emergency situations where 911 personnel could not easily locate St. Laurent Veterans' Memorial Road.

**AND WHEREAS** St. Laurent Veterans' Memorial Road is a provincial road that has signage on each end of the road but does not have signage at crossing intersections such as Ducharme Road, Bruce Road, etc.

**AND WHEREAS** RM staff has contacted the Department of Highways who responded that it is the RM's responsibility to put up additional signs.

**THEREFORE BE IT RESOLVED THAT** Council approve the purchase of the necessary amount of signs and for public works personnel to install them as soon as possible.

....Carried

#### **Res #238/2016                      Bruce - Carrier**

**WHEREAS** Manitoba Conservation and Water Stewardship advises that the St. Laurent Wastewater Treatment Lagoon may now be discharged upon the return of satisfactory lab results.

**AND WHEREAS** Roger Leclerc has just completed the Wastewater Treatment course at Red River College and is currently in the process of applying for his Certificate which will allow him to collect samples and release the lagoon.

**AND FURTHER WHEREAS** the wait for the Certificate would compromise the

optimum time for discharge.

**THEREFORE BE IT RESOLVED THAT** Council authorize Paul Dumont to collect samples and release the lagoon upon satisfactory lab result for the early summer discharge.

**AND FURTHER BE IT RESOLVED THAT** Roger Leclerc be allowed to accompany Mr. Dumont for further training purpose.

....Carried

Agenda Item – Ditch/culvert work on Stony Ridge Road – tabled for further review.

### New & Unfinished Business

**Res #239/2016**                      **Johnson - Carrier**

**WHEREAS** the 2016 Country Music Jamboree is being held in Oak Point on July 2, 2016.

**AND WHEREAS** Reeve Smith was invited to bring greetings on behalf of the RM.

**THEREFORE BE IT RESOLVED THAT** Council approve Reeve Smith's attendance at the 2016 Country Music Jamboree on Saturday, July 2, 2016 to bring greetings on behalf of the RM.

....Carried

**Res #240/2016**                      **Carrier - Kerbrat**

**WHEREAS** the contract for the museum feasibility study/business plan has been awarded to Wendy Molnar of Cultural Visions.

**AND WHEREAS** a Museum Feasibility Study Committee must be appointed to assist with the project.

**THEREFORE BE IT RESOLVED THAT** Council approve the following be appointed to the said Committee:

- Grant Anderson, Province of Manitoba, Indigenous and Municipal Relations
- Lynne Lemoine, CDEM
- Jay Lambert, Smithsonian/Museum Committee
- Cheryl Smith, Reeve, R.M. of St. Laurent
- Tiffany Desjarlais, Economic Development Officer, R.M. of St. Laurent
- Jacqueline Leclair, Father Guy Lavallee Metis Local

AND FURTHER BE IT RESOLVED that appointed Committee may consult with the greater community.

...Carried

**Res #241/2016 Johnson - Kerbrat**

**WHEREAS** the RM of St. Laurent is applying for funding through the Canada 150 program.

**THEREFORE BE IT RESOLVED THAT** Council approve Economic Development Officer, Tiffany Desjarlais, complete and submit the application required.

...Carried

**Correspondence/Minutes from Others**

Correspondence:

- None

Minutes:

- Prairie Rose School Division – Minutes – May 16, 2016
- St. Laurent Fire Department – Minutes – May 30, 2016

**Committee of the Whole in Camera**

**Res #242/2016 Johnson - Kerbrat**

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

.....Carried

**Res #243/2016 Bruce - Carrier**

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

.....Carried

**Res #244/2016 Johnson - Kerbrat**

**WHEREAS** it has been determined that the work load of the Municipal Emergency Coordinator(the position held by Leslie Bruce) cannot be adequately undertaken on 15 hours a week as originally thought sufficient.

**THEREFORE BE IT RESOLVED THAT** Council approve the increase of the MEC position's work week to twenty-four (24) hours per week.

**AND FURTHER BE IT RESOLVED THAT** Council approves Ms. Bruce to commence the RM's MEBP and Blue Cross benefits programs on October 9, 2016 (completion of probation period).


...Carried

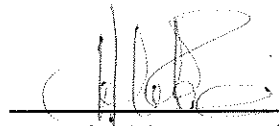
**Adjourn**

**Res #245/2016 Johnson - Kerbrat**

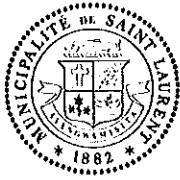
**BE IT RESOLVED THAT** this meeting now adjourn at 8:20 p.m.

...Carried

  
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Reeve (Cheryl Smith)

  
\_\_\_\_\_  
CAO (Hilda Zotter)





## Rural Municipality of St. Laurent

### Special Meeting

Wednesday, June 22, 2016 – 6:00 p.m.

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### AMENDED AGENDA

1. Call to Order
  2. Adoption of Agenda
  3. Transportation and Public Works
    - Tender – sandbags and debris to landfill
    - Gravel and Limestone Tenders
  4. New and Unfinished Business
    - Museum Feasibility Study/Business Plan – RM support to completion
    - Community Event – OPCC Music Jamboree – Insurance Coverage
  5. Committee of the Whole in Camera
    - Full-time public works position
  6. Adjournment
-



Rural Municipality of St. Laurent  
Special Meeting  
June 22, 2016

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MINUTES

A Special Meeting of Council was held on June 22, 2016 in the Council Chambers, located at 16 St. Laurent Veteran's Memorial Road, St. Laurent, Manitoba. The main purpose of the meeting was to review sealed tenders for gravel and limestone and also to discuss the full-time public works position.

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

**Call to Order**

With Reeve Smith in the Chair the meeting was called to order at 6:00 p.m.

**Adoption of Agenda**

Res #246/2016

Johnson - Kerbrat

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

....Carried

**Transportation and Public Works**

Res #247/2016

Johnson – Bruce

WHEREAS emptied sandbags, geo-textile and associated debris has been hauled to and stored at the Waste Transfer Site for further disposition to a landfill site.

AND WHEREAS the RM will be seeking disposition of the said debris in as cost-effective manner as possible.

THEREFORE BE IT RESOLVED THAT Council approve tender be advertised for the removal and transport of the debris to a suitable landfill site.

....Carried

Res #248/2016

Carrier – Bruce

WHEREAS the RM of St. Laurent included in the 2016 budget requirements for the supply of gravel for roads.

WHEREAS the RM of St. Laurent has advertised for haul and supply of traffic gravel.

AND WHEREAS tenders have been received and reviewed by Council.

THEREFORE BE IT RESOLVED THAT Council accept the tender received by Camster Construction for the haul and supply of traffic gravel in the amount of \$17.50 per yard plus GST.

....Carried

Res #249/2016

Johnson - Kerbrat

WHEREAS the RM of St. Laurent included in the 2016 budget requirements for the supply of limestone for roads.

WHEREAS the RM of St. Laurent has advertised for haul and supply of ¾ down limestone.

AND WHEREAS tenders have been received and reviewed by Council.

THEREFORE BE IT RESOLVED THAT Council accept the tender received by Wade Hamelin and Sharron Potvin for the haul and supply of ¾ down limestone in the amount of \$28.50 per yard plus GST.

....Carried

**New and Unfinished Business**

Res #250/2016

Johnson – Kerbrat

WHEREAS the RM of St. Laurent is proceeding with a feasibility study/business plan for a proposed heritage museum.

AND WHEREAS once the said study and plan have been completed, Council wishes to pursue further funding opportunities to bring the building of the museum to completion.

AND FURTHER WHEREAS it is understood that potential funders may wish to be assured and satisfied that the RM will continue to provide support and endeavor to do everything necessary to ensure the project is completed and serves the purpose it was intended for.

THEREFORE BE IT RESOLVED that Council is prepared to explore and find all resources necessary to complete the museum.

....Carried

Res #251/2016

Bruce – Carrier

WHEREAS the Oak Point Community Club is hosting a Country Music Jamboree on July 2, 2016.

AND WHEREAS the organization is in need of insurance coverage to ensure the safety and security of those attending the event.

AND WHEREAS this event must be identified to the Manitoba Liquor and Gaming Authority as a community event in order to approve its licence.

THEREFORE BE IT RESOLVED THAT that Council approves this event as a Community Event.

AND FURTHER BE IT RESOLVE THAT Council authorizes the CAO to contact the RM's insurance provider to request insurance coverage of the event.

....Carried

**Committee of the Whole in Camera**

Res #252/2016

Johnson - Kerbrat

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

....Carried

Res #253/2016

Johnson - Bruce

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

....Carried

Res #254/2016

Carrier - Kerbrat

WHEREAS the RM of St. Laurent has advertised for a full-time Patrol Maintenance (Public Works) employee.

AND WHEREAS applications have been received and reviewed by Council.  
THEREFORE BE IT RESOLVED THAT Council approve a hiring committee consisting of the following: Reeve Cheryl Smith, Councillors Frank Bruce and Laurent Kerbrat, and the CAO.

...Carried


**Adjournment**

Res #255/2016 Johnson - Kerbrat

BE IT RESOLVED THAT this meeting now adjourn at 6:50 p.m.

...Carried

  
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Reeve (Cheryl Smith)

  
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CAO (Hilda Zotter)