



Rural Municipality of St. Laurent

Regular Meeting

January 10, 2018 – 6:00 p.m.

AMENDED AGENDA

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONFIRMATION OF MINUTES

- Minutes of December 20, 2017 Regular Council Meeting

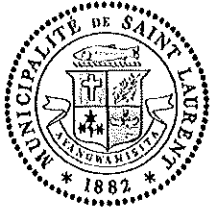
4. COMMITTEE REPORTS

- 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

- Interim Budget
- Accounts Payable to January 10, 2018
- Hire of Human Resources consultant
- Hire of Senior Elections Officer
- Overhead doors

6. ZONING AND SUBDIVISIONS



Rural Municipality of St. Laurent
Regular Meeting
January 10, 2018

MINUTES

A Regular Meeting of Council was held on Wednesday, January 10, 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

Regrets: Councillor Monte Carrier

Call to Order

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

Adoption of Agenda

Res #1/2018 Johnson - Kerbrat

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

....Carried

Adoption of Minutes

Res #2/2018 Johnson - Bruce

BE IT RESOLVED THAT the Minutes of the Regular Meeting of December 20, 2017, be hereby adopted as circulated.

....Carried

Committee Reports

CAO (Hilda Zotter):

- Interviews being held with potential applicants for ACAO position on January 12th.

MEC (Paul Belair):

- No report at this time.

EDO (Tiffany Desjarlais):

- No report at this time.

Public Works (Dean Appleyard):

- Windbreak/shelter put up now at the WTS dome to help keep employees warmer. Needs slight modifications but should work well.
- Had to get tire replaced on grader.
- Working on pushing snow back at problem areas at beaches. Not a lot of plowing; done a bit of sanding.
- Working on safety papers with Paul. Inspector now satisfied with documentation.
 - o Reeve requested that signs should be looked after – any that are faded, damaged, missing, etc.
 - o Councillor Kerbrat requested that diligence with sanding on ice formation that has resulted from water spills at the front of the arena.
 - Paul working with Fire Chief and Public Works to research and budget for a new location for Fire Department water access.

Fire Department (Roger Leclerc):

- There is a rescue practices course coming up in Brandon where Roger and Harrison would like to attend.
- MPI claims – will meet with CAO to review/speak about.

Rec Director (Wendy Scharf):

- Working on Rec Commission AGM preparations. Have reps of community organizations identified. Rec Centre is meeting on January 25 to appoint a rep. Also working on annual budget and will review with CAO. Hoping to plan a day of festivities for February 19th – Bernadette of Father Guy Lavallee Metis Local very enthusiastic to help organize something; looking at other partnerships as well.
- There will be a meeting with Reeve, CAO and representative of Francophone Manitoba on January 18

Councillor Tom Johnson:

- No report at this time.

Councillor Laurent Kerbrat:

- Will be attending EMO meeting in Gimli on January 30th
- Fine options – anyone applying for this program now needs to go to Stonewall. St. Laurent is not busy enough to maintain the program.

Councillor Monte Carrier:

- No report at this time.

Councillor Frank Bruce:

- Time to set up a meeting to discuss gravel and dust control needs and look into a sidewalk and other projects working with Infrastructure.

Reeve Cheryl Smith:

- No report at this time.

Media Report (Reeve Smith):

- No report at this time.

Finance & Accounts

Res #3/2018 Bruce - Kerbrat

BE IT RESOLVED THAT an Interim Operating Budget for 2018 be set up as per Section 163 *The Municipal Act*.

General Government Services	\$200,000.00
Protective Services	\$100,000.00
Transportation Services	\$190,000.00
Environmental Health	\$ 75,000.00
Public Health Services	\$ 10,000.00
Environmental Development Services	\$ 15,000.00
Economic Development Services	\$150,000.00
Recreation & cultural Services	\$ 30,000.00
Fiscal Service	<u>\$ 30,000.00</u>
TOTAL:	\$800,000.00

....Carried

Res #4/2018 Johnson - Kerbrat

BE IT RESOLVED THAT the Accounts Payable to January 10, 2018 written under cheque numbers 26152 to 26199 and totaling \$232,189.35 be hereby approved for payment.

....Carried

Res #5/2018 Kerbrat - Bruce

WHEREAS an advertisement for the position of Assistant CAO has been advertised and several applications have been received.

AND WHEREAS the Association of Manitoba Municipalities has partnered with People First HR Services to provide human resource services such as, among other things, hiring consulting to municipalities at a reduced cost.

AND WHEREAS the CAO has recommended that such services be utilized to obtain a neutral, objective, and professional hiring process to this level of position.

AND WHEREAS a quote has been received from People First HR Services in the amount of \$1,000.00 plus GST for their consulting services and involvement in the interview process.

BE IT RESOLVED THAT Council approve the quote from People First HR Services in the amount of \$1,000.00 plus GST for their assistance.

....Carried

Res #6/2018 Johnson - Kerbrat

WHEREAS in accordance with The Municipal Act and The Municipal Council and School Boards Election Act a Senior Election Officer (SEO) is to be appointed for the 2018 general municipal election.

AND WHEREAS a quote has been received from Ernie Epp of Way To Go Consulting Inc. in the amount of \$2,100.00 for retainer fee to serve in the capacity of SEO for the R.M., plus any additional costs (as set out in Section 2 of Schedule A of the Agreement to be signed) at the rate of \$90.00 per hour, and travel expenses.

BE IT RESOLVED THAT Council approve the quote from Way To Go Consulting and that the Reeve and CAO are authorized to sign the Agreement which outlines the establishment of duties and setting of remuneration as presented to Council.

AND BE IT RESOLVED THAT Council appoints Ernie Epp as Senior Election Officer for the R.M. of St. Laurent for the 2018 general municipal election.

....Carried

Zoning and Subdivision

Public Hearings:

None

Notices:

None

Delegations

None

Transportation and Public Works

Res #7/2018 Johnson - Bruce

WHEREAS the three overhead doors of the public works/fire department building require installation of automatic door openers to facilitate ease and speed of opening.

AND WHEREAS a quote has been received from Nor-Ton Construction for the supply and installation of automatic door openers in the amount of \$4,410.00 including GST.

BE IT RESOLVED THAT Council approve the quote given by Nor-Ton Construction as set out above.

....Carried

New and Unfinished Business

Res #8/2018 Johnson - Bruce

WHEREAS the R.M. of St. Laurent has been selected to host the 2018 AMM June Interlake District Meeting on Thursday, June 21, 2018.

AND WHEREAS the R.M. is to be responsible for arranging the meeting venue and catering, along with numerous other items.

BE IT RESOLVED THAT Council approve the hosting of the 2018 AMM June Interlake District Meeting by the R.M. on Thursday, June 21, 2018 at the St. Laurent Recreation Centre.

....Carried

Res #9/2018 Kerbrat - Bruce

WHEREAS the St. Laurent Assisted Living Centre (ALC) is owned by the St. Laurent Community Development Corporation whose sole shareholder is the R.M. of St. Laurent.

AND WHEREAS the employees of the ALC are thus the employees of the R.M. and should be provided with the same opportunities to employee benefits as an R.M. employee.

BE IT RESOLVED THAT Council approve the administration of the ALC employees' payroll by the R.M. and that ALC employees be provided the option of joining or waiving employee benefits, and that any employees joining any RM benefits program may do so effective January 1, 2018, or immediately upon application and subsequent approval by the Program Adjusters (MEBP & Blue Cross) without probationary period.

AND FURTHER BE IT RESOLVED THAT any payment made in association with ALC employee wages or benefits normally paid by ALC to the employee shall continue to be funded from the ALC budget and not that of the R.M.

....Carried

Committee of the Whole in Camera

Res #10/2018 Johnson - Kerbrat

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

....Carried

Res #11/2018 Johnson - Kerbrat

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

....Carried

Adjourn

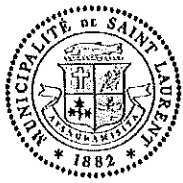
Res #12/2018 Johnson - Bruce

BE IT RESOLVED THAT this meeting now adjourn at 7:00 p.m.

....Carried


Reeve


CAO



Rural Municipality of St. Laurent

Regular Meeting

January 24, 2018 – 6:00 p.m.

AGENDA

1. CALL TO ORDER
 2. ADOPTION OF AGENDA
 3. CONFIRMATION OF MINUTES
 - Minutes of January 10, 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
 - Council Expenses & Indemnity
 - Accounts Payable to January 24, 2018
 - EMR Course
 - Prairie Rose/RM – After hours library services
 6. ZONING AND SUBDIVISIONS

Public Hearings:

 - None
-

Regular Matters:

- None

Notices:

- January 31, 2018 7:30 p.m. – R.M. of Coldwell (meeting at Lutheran Church Lundar) – Canada Sheep and Lamb expansion of Livestock Operation

7. DELEGATIONS

- None

8. TRANSPORTATION & PUBLIC WORKS

- None

9. NEW AND UNFINISHED BUSINESS

- EMO/DFA invite to RM to participate in a review of guidelines of DFA program – February 15, 2018

10. CORRESPONDENCE/INFORMATION/MINUTES FROM OTHERS

Correspondence/Information:

- Management Consultant report – Phase One MHC – Dec 19th to Jan 12th
- Interlake Municipal Bonspiel – invitation – Warren Curling Rink – Thursday, March 8, 2018 9:00 a.m.
- Manitoba School Boards – Letter – January 11, 2018 – re Cannabis zoning
- Email dated January 12, 2018 – Monte Carrier/Lana Cowling Mason CF – re Community Futures Program Renewal – Support requested
- Prairie Rose School Division – Letter dated January 16, 2018 – re French Immersion

Minutes:

- Lake Manitoba Flood Rehabilitation Committee – minutes – January 12, 2018

11. COMMITTEE OF THE WHOLE IN CAMERA

- Personnel –ACAO

12. ADJOURN



Rural Municipality of St. Laurent
Regular Meeting
January 24, 2018

MINUTES

A Regular Meeting of Council was held on Wednesday, January 24, 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.

Regrets: Councillor Laurent Kerbrat

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

Adoption of Agenda

Res #13/2018 Johnson - Bruce

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

....Carried

Adoption of Minutes

Res #14/2018 Johnson - Bruce

BE IT RESOLVED THAT the Minutes of the Regular Meeting of January 10, 2018 be hereby adopted as circulated.

....Carried

Committee Reports

CAO report:

- Interviews held on January 12, 2018 with six applicants for the ACAO position. The successful candidate has been chosen – to be announced after our In Camera discussion on the subject.

MEC report:

- To attend an EMO meeting in Gimli on January 30th. Lake levels are at about 812 with no red alerts.
- Looking into further EMR course – on individual basis rather than as a large group.

- Looking into requirements for a new fire department water fill station to be located near the firehall. Researching costs. Concerns are mostly with flow, volume, freeze protection, location, structure, etc.
- Follow-up on waste collection and hazardous waste collection and disposal – a further Productcare course will be announced in the spring to complete the training for staff.
- Heritage Centre Phase One – will be meeting on January 29th and February 15th for preliminary ideas and drawings, then finalizing drawings.

EDO report:

- Trailhead sign for Oak Point – went to another meeting at Oak Point to follow up on design of trailhead sign. Just a few more changes needed. Trying to have this done by the end of March.
- Was asked by Laurentia Beach Association to help find funding for a new sign and new play structure. Found a contact (CDEM) so LBA was able to apply for funding they needed. Still looking at fencing the area (Water Safety Grant a year or so ago denied the application for such).
- Spoke to both principals regarding the Climate Monitoring Program. Meeting scheduled for January 30 at 7 p.m. with Reeve Smith and Councillors Frank Bruce and Monte Carrier.
- Met with Cherie and Laurent regarding the legalization of cannabis and to review the guide provided by AMM. Buffer zones to be set for schools and residential areas and would require amendment to zoning by-law.

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:

- WIPD – Cherie provided some interesting statistics at last WIPD meeting. Went through budget – building inspector to go back to half-time.
- Vet Board meeting to be held on January 23rd – budget should be same as last year. Will save money as well with not requiring to hire an auditor where Notice to Reader is much cheaper and will be all that is required.
- Oak Point Community Club – received VLT funds from RM and are doing some much need renovations and repairs. They have funds in their account and are doing well.

Councillor Monte Carrier's Report:

- Attended ACAO interviews on January 12th – six out of ten interviewed.
- Receive email from Community Futures which is requesting support for contract renewals. Will be meeting with Federal Government for increase to funding. There is an online petition to sign for support and everyone is encouraged to fill out and send back to Community Futures. Put this in RM Newsletter for further coverage and to have people participate.

Councillor Frank Bruce's Report:

- Had a discussion with Laurentia Beach Association regarding the large tree in the middle of Laurentia Road South.
- Shelter inside Waste Transfer Site dome should be more comfortable working conditions for employees.

Councillor Laurent Kerbrat's Report:

- No report at this time.

Reeve Cheryl Smith's Report:

- Had meeting with Rec Director and SFM Diane Bazin

Media Report (Reeve Smith):

- No report at this time.

Finance & Accounts

Res #15/2018

Bruce - Carrier

BE IT RESOLVED THAT Council Indemnities for January 2018 and Expenses for December 2017 be approved as follows:

	Cheryl Smith	Tom Johnson	Frank Bruce	Laurent Kerbrat	Monte Carrier
Monthly Indemnity	480.00	375.00	375.00	375.00	375.00
Meetings/Meals	150.00	100.00	100.00	50.00	100.00
Hourly	-	-	15.00	30.00	-
Conferences	-	-	-	-	-
Mileage	-	123.75	22.50	-	18.00
Deductions	-13.04	-6.60	-7.34	-	-6.60
Reimburse/adjust	-	-	-	-	-
Totals	\$616.96	\$592.15	\$505.16	\$455.00	\$486.40

....Carried

Res #16/2018

Johnson - Carrier

BE IT RESOLVED THAT the Accounts Payable to January 24, 2018 written under cheque numbers 26200 to 26240 and totaling \$54,519.00 be hereby approved for payment.

....Carried

EMR Course – Agenda Item Discussion – requirement for course to be held here is minimum of ten students which is not feasible or doable at this time so rather will be looking at individual applicants to send to Winnipeg for the course. Paul to do further research.

Res #17/2018

Johnson - Bruce

WHEREAS the RM of St. Laurent and Prairie Rose School Division have partnered in recent years on an evening library services project.

AND WHEREAS it is determined by records of attendance that there has been enough interest and use to warrant continuation of such a service to the public for three hours per evening for twelve evenings (to be scheduled by the St. Laurent School) between the months of September and May of each year at the St. Laurent School at a cost of \$80.00 per evening for a total of \$960.00.

THEREFORE BE IT RESOLVED THAT Council approve support for public library services as set out above, to be reviewed on a yearly basis.

....Carried

Zoning & Subdivisions

Public Hearings: None

Regular Matters: None

Notices:

- January 31, 2018 7:30 pm - R.M. of Coldwell (meeting at Lutheran Church Lundar)
Re: Canada Sheep and Lamb expansion of Livestock Operation

Delegations

None

Transportation & Public Works

None

New & Unfinished Business

Res #18/2018 Bruce - Carrier

WHEREAS EMO, in collaboration with the AMM is undertaking a review of the DFA Program to reduce red tape and administrative burdens and to maximize cost-sharing with Government of Canada.

AND WHEREAS this review is to take place on Thursday, February 15, 2018 in Winnipeg, and stakeholders are asked to attend and provide five recommendations as to how to improve the DFA program.

THEREFORE BE IT RESOLVED THAT Council approve the attendance of Reeve Smith, Councillors Frank Bruce and Tom Johnson, the CAO and the MEC at said event.

....Carried

Correspondence/Minutes from Others

Correspondence/Information:

- Management Consultant report – Phase One MHC – Dec 19th to Jan 12th
- Interlake Municipal Bonspiel – invitation – Warren Curling Rink – Thursday, March 8, 2018 9:00 a.m.
- Manitoba School Boards – Letter – January 11, 2018 – re Cannabis zoning
- Email dated January 12, 2018 – Monte Carrier/Lana Cowling Mason CF – re Community Futures Program Renewal – Support requested
- Prairie Rose School Division – Letter dated January 16, 2018 – re French Immersion

Minutes:

- Lake Manitoba Flood Rehabilitation Committee – minutes – January 12, 2018

Committee of the Whole in Camera

Res #19/2018 Johnson - Carrier

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

....Carried

Res #20/2018 Johnson - Bruce

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

....Carried

Res #21/2018 Johnson - Carrier

WHEREAS the RM of St. Laurent has advertised for the full-time position of Assistant Chief Administrative Officer (Finance and Administrative).

AND WHEREAS interviews had been conducted of prospective applicants.

AND WHEREAS on the recommendation of the Hiring Consultant, Peoples First Human Resources, the position has been offered to Nancy-Anne Cribbs at the rate of \$21.00 per hour, which offer has been accepted.

THEREFORE BE IT RESOLVED THAT Council approve the hiring of Nancy-Anne Cribbs as Assistant CAO at the rate of \$21.00 per hour with a start date of January 29, 2018, and a probation period of six months from that date.

....Carried

Adjourn

Res #22/2018

Johnson - Bruce

BE IT RESOLVED THAT this meeting now adjourn at 7:00 p.m.

....Carried

Reeve

CAO