



Rural Municipality of St. Laurent
Regular Meeting
October 4, 2023

MINUTES

A Regular Meeting of Council was held on Wednesday October 4, 2023 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

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

Call to Order

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

Adoption of Agenda

Res #441/2023 Johnson - Gaudry

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

....Carried

Confirmation of Minutes

Res #442/2023 Combot - Gaudry

BE IT RESOLVED THAT the Minutes of:

Council Meeting – Sept. 20, 2023

CDC Minutes – September 20, 2023

Special Meeting – September 27, 2023

be hereby approved by Council as circulated.

...Carried

Committee Reports:

CAO (Billie Jean Oliver)

- Completed the cost comparison for website; information forwarded to Council previously.
- Reviewed the budgetary control information with Bernice.

- Received a call from Donna, at the CMHC regarding our application to the Housing Accelerator Fund program. A couple of minor changes that need to be completed, worked with M. Richards & Associates, the consulting firm to get that work completed.
- Submitted four (4) under the Municipal Economic Development Infrastructure Program.
- Attended initial project meeting with MPE regarding the lagoon feasibility study.
- Welcome Denise Allard, our new EDO who starts work on October 10, 2023.
- Board of Revision application deadline is October 31st which can be made at the RM office and staff will forward it on to the Assessment Branch.
- Tax Sale is on November 28th and Council will need to determine if they want to bid on any of the properties scheduled for tax sale or have a reserved bid.

Public Works/WTS (Foreman Report)

- None currently

Fire Department (by Roger Gillis)

-See Attached

MEC (Roger Gillis)

- On August 27 we had (1) one power line down in two spots in the R M of St Laurent. One was on Pioneer Road and the other on Parish Lane. A fire department attendant (Melissa) automatically went and started the ALC Generator and hydro were on scene as well, making sure it was done correctly, pulled the meter before the generator was started. Real still maintains the generator.
- There were 2 severe weather watches; all of Council were notified.
- On August 31st I had a meeting with Father Paul regarding issues with the snow clearing in the past when they would clear the ALC the snow would be put on the church parking lot so when they would have a funeral the church would have to clear their parking lot. Father Paul asked if we the RM could come up with a written agreement regarding the ALC generator which belongs to the RM and the connection it has with the use of the Prish Hall during an emergency. Father Paul said there is no standing agreement with the RM at this time.
- Calli Anderson from Oak Point has contacted and would like to be part of the MEC Team. I have Sandra Chartrand, Heather Gillis, Bonnie & Harry Frederick and still looking for more volunteers.

EDO – Reported by CAO, Billie Jean Oliver

- The new picture window was installed by Stonewall Glass.

- Had discussions with Ian Goodall-George about the Building Sustainable Community Grant; all reports are finalized and submitted.
- Emailed with Mr. Ed Sexton regarding the drinking water reports that needed to be submitted; all the ones that were required are completed.

By-Law Officer

- As attached

Rec Commission

- As Attached

Councillor Maurice Leclair

- Completed the public access on Meadowlark and opened the ditch. Everything looks great.
- Perry and I met with Jack King to look at the ditches on Venice N. We had the ditches cut and if we need to put culverts, we would need to do a survey first.
- Attended the By-law meeting along with Kurt Dorward, Environmental officer.
- Comments from people about the parking lot at the rec centre. We will need to spend some time and work on the parking lot.

Councillor Yves Combot

- Had a meeting with Goger Gillis on Sept 27th to discuss a few fire department issues.
- Went with Roger Gillis to check on the completion of work on the black fire truck.
- Attended AMBM meeting on Sept. 19th in Howden, Manitoba with Richard and Perry.
- Attended the By-law meeting on Sept. 28th.
- Positive comments about the work done on the public access on Meadowlark.
- Attended the EDO interviews.

Councillor Tom Johnson

- Attended the Vet board meeting planning on spending our grant money before the end of the year. They are looking into buying some supplies and getting quotes before end of year.
- Attended the By-law safety meeting.

Councillor Perry Gaudry

- Met with Armstrong, cleaning of the channel. One issue; an extra piece needed to be cleaned due to a late letter from one of the landowners. Once I receive a quote from Armstrong, I will let Council know the cost.
- Met with landowner's regarding a second drain, flooding concerns on Gaudry Rd. will probably need to do a clean on that drain.
- Grass cutting, Perry asked if Public Works will be cutting more ditches before the snow comes. Wagon Creek Road ditches need to be cut again. Tom also mentioned that Cemetery Rd in Oak Point was only cut ½ way; it needs to be cut the whole way.

Reeve Richard Chartrand

- Sept. 27- Special Meeting – Tax Assessment
- Sept. 28 – St. Laurent Enforcement meeting- it was very informative.
- Sept. 29- - Attended the EDO interviews.
- Richard mentioned now that the election is over, the RM send out Congratulating letters out to Derek Johnson and Premier, Wab Kineau.

Delegation:

11:00 a.m.- Conly Kehler -Valley Fiber Update

Conly Kehler updated Council on the work that Valley Fiber is doing in the RM of St. Laurent.

Finance & Accounts

Res # 443/2023 Leclair – Combot

WHEREAS THE General Operating Fund Balance Sheet (Financial Statement) as at August 31, 2023 has been provided to Council for review.

THEREFORE BE IT RESOLVED THAT the General Operating Fund Balance Sheet (Financial Statement) as at August 31, 2023, be hereby approved.

...Carried

Res # 444/2023 Johnson – Gaudry

BE IT RESOLVED THAT the Accounts Payable to September 29, 2023 written under cheque numbers 33584 to 33654 and totaling \$147,132.76 hereby approved for payment

...Carried

Res #445/2023 Johnson - Leclair

WHEREAS charitable donations have been received by the R.M. of St. Laurent to be paid out as follows payable to the Laurentia Beach Sun Shelter

- a. From Darlene Link - \$50.00

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

...Carried

Zoning and Subdivisions

Public Hearing:

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

TO BE RESCHEDULED FOR October 18, 2023

Regular Matters:

October 18th, 2023 at 10:30 a.m. Application for Conditional Use-CUSTL18-23-Vernon & Audrey Coutu-Sand and Gravel pits and Quarry Operations at NE1/4 13-16, Tracks Trail at St. Laurent, Manitoba.

Notices:

- None

TRANSPORTATION & PUBLIC WORKS

To Be Tabled for November 1st, 2023

WHEREAS the lease for the Public Works 2021 Chevrolet Silverado 3500HD one-ton garbage pick-up truck will mature on January 26, 2024.

AND WHERE AS Council has two decisions to decide from. The first decision would be if Council decides to keep the 2021 Silverado Truck, the cost for the buyout to date is \$40,424.78 taxes included and if Council decides to wait till January 2024 the buyout is \$34,424.78 plus tax. The second decision would be to return the 2021 Silverado truck back to Vickar Chevrolet.

THEREFORE BE IT RESOLVED that Council approve _____

Res #446/2023 Gaudry – Combot

WHEREAS a request has been made for 50KM/hour speed signs to be placed on Echo Bay and Mallard Road.

AND WHEREAS Council has discussed that it would be more cost effective to have large speed signs posted at the entrance way of Sandpiper, Allard, Carp, Dumont and Bord Du Lac stating 50 KM “Unless Otherwise Posted”

AND FURTHER WHEREAS we have received three quotes from Airmaster to create one large sign with the kilometers and the message Unless otherwise posted.

- a. 60x30 cent. – “Unless otherwise posted” sign -\$37.55
- b. The RB1 is the 30 or 50 maximum sign - 60x75 cent. - \$53.00
- c. ~~RB 7 – that states KM/HR – 60x30 – \$26.00~~

AND FURTHER WHEREAS to create the speed sign, with stated Unless Otherwise Posted, the sign would cost \$90.55 plus applicable taxes.

THEREFORE BE IT RESOLVED THAT Council approve the ordering of Five Signs.

...Carried

Res #447/2023 Johnson – Leclair

WHEREAS, one of the Public Works Employee, Ryan Gaudry uses his personal cell phone for contact with the foreman and co- workers.

THEREFORE BE IT RESOLVED that Council approve the usage of his personal cell phone

...Carried

FIRE DEPARTMENT

Res #448/2023 **Johnson- Combot**

WHEREAS Section 7(1) of *The Fires Prevention and Emergency Response Act* states: The fire commissioner or a designate may without a warrant enter on land or premises, other than a dwelling, at any reasonable time to conduct a fire safety inspection; and

WHEREAS Section 23(1) of *The Fires Prevention and Emergency Response Act* states: The following persons are local assistants under this Act:

- (a) the chief of the fire department of a local authority (...)
- (b) a person designated in writing as a local assistant by the fire commissioner.

AND FURTHER WHEREAS Section 23(3) of *The Fires Prevention and Emergency Response Act* states: A local assistant described in clause (1)(a) may delegate his or her powers, duties and functions under this Act

- (a) To another employee of the local authority; or
- (b) For fire safety inspections only, to another employee of the local authority or a person who has the prescribed qualifications.

THEREFORE BE IT RESOLVED THAT Council designate the following individuals as local assistants with the powers and duties to inspect properties as it relates to fire inspections:

Roger Leclerc as St. Laurent Fire Chief;
Matthew Riding as St. Laurent Deputy Fire Chief;
Melissa Buors as St. Laurent Assistant Fire Chief;
Sophie Skierszkan as St. Laurent By-law Enforcement Officer,
Roger Gillis as St. Laurent Fire Department Training Officer

...Carried

OTHER DEPARTMENTS, COMMITTEE BOARDS

-None

NEW AND UNFINISHED BUSINESS

Res #449/2023 Combot – Guadry

WHEREAS the R.M. of St. Laurent belongs to the Community Futures West Interlake Board.

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

THEREFORE BE IT RESOLVED THAT Council approve the appointment of Greg Morden to the Community Futures Western Interlake Board.

...Carried

Res #450/2023 Johnson – Combot

WHEREAS the RM of St. Laurent currently processes payroll, payroll remittances, T4's and ROE's internally for an approximate annual cost of \$3,100.00.

AND WHEREAS the RM of St. Laurent is looking into sourcing out payroll, payroll remittance, T4's and ROE's.

AND WHEREAS a quote has been received from Payworks.

AND WHEREAS a quote has been received as follows:

19 all staff employees (Bi-weekly) – per pay period = \$63.70

5 Council Members (Monthly) – per pay period = \$32.90

13 Fire Department Personnel (quarterly) – per pay period = \$57.10

For a total annual cost of \$2,343.10

AND FURTHER WHEREAS Payworks includes Payroll Remittance, processing of T-4's, and ROE'S.

THEREFORE BE IT RESOLVED THAT Council approves the implementation of the Payworks program to facilitate our payroll process.

...Carried

Res #451/2023 Johnson – Gaudry

WHEREAS The Rural Municipality of St. Laurent passed Resolution #370/2023 in which Council declared the Akita dogs from 20 Saskatoon Bay owned or harboured by Szor, Richard Anothy and Szor, Ilona Doreen Joyce as dangerous animals under the Domestic Animal By-law 5/2021.

AND WHEREAS the intent with this application is that the Municipality hereby requests Council to impose further restrictions to the designated dangerous animals above and beyond that of the restrictions imposed in Resolution #176/2023 to ensure the safety of the people and animals within the neighborhood and Municipality of St. Laurent.

AND FURTHER WHEREAS Council imposed restrictions under Res #370/2023 stating that securely fence the property or place a secured pen onto the yard on the property in a manner that will prevent the dangerous animal from running at large, attack or worry people, animals or property as specified by Council.

AND FURTHER WHEREAS Council imposed a second restriction under Res #370/2023 stating the owner or harboured of a dangerous animal shall display in a conspicuous location, at each entrance to the premises upon which the dangerous animal is kept, a sign stating: WARNING BEWARE OF DANGEROUS ANIMAL. The sign shall be posted in such a manner that it cannot be removed easily by passerby and will be visible and capable of being read from outside the premises.

THEREFORE BE IT RESOLVED THAT Council are to state a deadline for these restrictions to be completed by **October 31, 2023**.

...Carried

Res #452/2023 Gaudry – Leclair

WHEREAS the AMBM has developed this Municipal Maturity Model (3M) for the delivery of municipal services in Canada’s two official languages.

AND WHEREAS the Model is a tool that includes three levels of maturity that correspond to different stages of organizational maturity of a municipality.

AND FURTHER WHEREAS the 3M allows the municipality to identify its strengths and challenges and to determine what it needs to do to continue to move forward and improve based on its own official language commitments.

THEREFORE BE IT RESOLVED that Council approve the first reading of the Municipal Maturity Model (3M).

...Carried

Res #453/2023 Johnson -Combot

WHEREAS the AMBM has developed this Municipal Maturity Model (3M) for the delivery of municipal services in Canada’s two official languages.

AND WHEREAS the Model is a tool that includes three levels of maturity that correspond to different stages of organizational maturity of a municipality.

AND FURTHER WHEREAS the 3M allows the municipality to identify its strengths and challenges and to determine what it needs to do to continue to move forward and improve based on its own official language commitments.

THEREFORE BE IT RESOLVED that Council approve the second reading of the Municipal Maturity Model (3M).

...Carried

Res #454/2023 Johnson -Gaudry

WHEREAS Eco-West Canada is presenting an Emergency Management Organization Workshop for Manitoba Municipalities to engage municipalities in discussions about climate adaption/disaster mitigation activities including opportunities for partnerships and funding.

AND WHEREAS this workshop is to take place on Thursday, November 2, 2023 from 9:00 a.m. to 4:00 p.m. at Lakeview Hotel – 10 Centre Street in Gimli.

BE IT RESOLVED THAT Council approve the attendance of Richard Chartrand, Roger Gillis and Yves Combot to the said event.

...Carried

Res #455/2023 Gaudry - Combot

WHEREAS there is a land transfer agreement between Janice Goodman, landowner and the Rural Municipality of St. Laurent, which the landowner owns 147.15 feet of Block 6, Plan 637 WLTO

(P DIV) subject to the special reservations and provisos contained in the grant from the Crown in Lot 3 of the settlement of Oak Point.

AND WHEREAS it is the intention of the landowner to gift the Land to the Municipality upon the terms and conditions set in the agreement.

AND FURTHER WHEREAS the Municipality shall pay all outstanding property taxes assessed against the land and pay all administrative costs for the transfer of the land, including but

not limited to Land Titles Office disbursements and legal fees incurred by the Landowner.

AND FURTHER WHEREAS the closing date and the granting shall be the 1st day of November 2023 or sooner by the mutual agreement.

BE IT RESOLVED THAT Council accepts the Land gifted to the Municipality upon the terms and conditions set out in the Agreement.

...Carried

Res #456/2023 Leclair – Combot

WHEREAS the RM has asked for three quotes regarding a potential project for drainage elevation surveying. This project will be located within the development areas of Oak Crescent, Willow Crescent and Poplar Bay.

AND WHEREAS three quotes have been received.

- Barnes & Duncan -field survey (\$3,500.00) – Drainage (\$5,000.00)
- Isaac & Denchuk- (\$2,362.50)
- Meridan Survey (M.L.S.) Ltd. – (\$6,000.00) plus GST

THEREFORE BE IT RESOLVED THAT Council accept the quote for the amount of \$2,362.50

...Carried

Res #457/2023 Johnson – Leclair

WHEREAS the RM of St. Laurent has advertised for the position of Economic Development Officer (EDO)

AND WHEREAS applications have been received, and interviews conducted by the Hiring Committee.

AND WHEREAS the Hiring Committee recommends the hire of Denise Allard.

THEREFORE BE IT RESOLVED that Council approve the hiring of Denise Allard as the RM's EDO, at the rate of \$27.00 per hour with a probationary period of 6 months. The commencement date of the position will be October 10, 2023.

...Carried

Correspondence/Information/Minutes from Others

Correspondance/Information:

- None

-

Minutes from Others:

- RCMP Monthly Statistics Report-August 2023

Committee of the Whole in Camera

Res #458/2023 Johnson - Leclair

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

.....Carried

Res #459/2023 Combot - Gaudry

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

.....Carried

CDC MATTERS

- None

RM CDC MATTERS

- None

ADJOURN

Res #460/2023 Leclair - Combot

BE IT RESOLVED THAT this meeting now adjourn at 1:10 p.m. p.m.



Reeve



CAO

Report of the CAO
October 4, 2023

- Discussions with the Municipal Services Officer regarding RFPs, processes and timelines;
- Discussions with M. Allard regarding road conditions and the possibility of a meeting
- Completed the supplementary taxes; all added and canceled tax statements have been sent out
- Attended Special Meeting re: supplementary taxes and Board of Revision
- Discussions with Paul – the new septic tank at the Welcome Centre is now installed
- Discussed with Valley Fiber and now have fully executed copies of the Agreements;
- Meeting with Gillis various items;
- Worked with AMBM to move forward with the 3M model and bilingual services by-law
- re-issued Tax Statement for property with fees removed
- Worked on letter for R. G. regarding enforcement
- Emails with MTS regarding the cell tower that is to be going up. – based on the email the install is not budgeted until the year 2026. I did ask why it will still be so long, when it was previously indicated to us this year; no response.
- Worked on applications to the Municipal Economic Development Infrastructure Program
- Oak Point Lagoon test results came back favorable and received confirmation from Kurt Dorward, Environmental Services Officer that we can go ahead and complete the fall discharge.
- Stonewall Glass called – picture window at the ALC being installed today.
- Held interviews on September 29th; notified successful candidate of the EDO position.

Fire Department Report to Council for October 4, 2023

Dispatched Calls

As of October 1, 2023, the FD is at call # 41 of this year.

Incident # 41-23, Wildland Fire, Sheringham Rd E, 5 members attended

Incident # 40-23, lift assist, 187 Veteran's Memorial Rd, 1 member attended

Incident # 39-23, MVC False Alarm, phone was dropped and 911 received notification as MVC, 2 members attended

Incident # 38-23, False Alarm, 95176 Hwy 6, 2 members attended

Incident # 37-23, Stars landing, 97106 & 18W, 5 members attended

Incident # 36-23, lift assist, 447 Veteran's Memorial Rd, 2 members attended

Incident # 35-23 MVC, Hwy 6 & 93N, 6 members attended

Incident # 34-23, lift assist, 187 Veteran's Memorial Rd, 3 members attended

Incident # 33-23, wildland fire, 33 Sandpiper Rd W, 3 members attended

Drill Night

Vehicle Extrication training was done at the WTS on Sept 17, 2023. 12 members attended

Power point on Highway Traffic Act and Stars landing.

Susan talked about fire prevention week and will be holding a ladies recruitment night on Oct 11, 2023. Also, a recruitment night on Oct 12, 2023.

Fire prevention banner displayed at the Welcome centre.

Fire alarms have been installed at 10 homes on Oct 1, 2023.

French school has requested a pilot vehicle to attend on Oct 6, 2023 from 9:30-11:00 for the Terry Fox Run.

Notified all members that attended drill night on Sept 25, 2023 that a photo copy of their driver's license must be handed into the RM office for personal files.

Thank you, Roger Gillis, for building and installing the shelf under the stairs to store tools.

Shelves have been moved from fire hall #2 to cold storage on Sept 27, 2023. 6 members attended

2015 Chey (Black Beauty)

Work has been started and not completed as of Sept 30, 2023 from Jerry Combot.

Tribune

A picture and a write up have been sent to Tribune on Sept 30, 2023

Level 1

Chad and Melissa have started up on Sept 28, 2023 at the St. Laurent Fire Hall to prepare for level 1 evaluation on Nov 4-5, 2023. Must submit form on or before Oct 13, 2023 to Manitoba Emergency Services College. Roger Gillis will help Chad and Melissa prepare for the evaluation.

By-Law Report

September 29, 2023

By-Law	Number of active files
Zoning By-Law	30
Unnecessary and Harmful Noise By-Law	0
Domestic Animal By-law	0
Parks and Beaches	0
Unsightly Property By-Law	9
Derelict Building By-Law	2

- 1) Zoning By-law: 27 properties have had letters sent to their owners providing information related to the changes to the RV by-law and the Licencing By-Law, those owners will have until October 24, 2023 to have obtained a Public Hearing for their CUP or to have removed their RV(s) to be in compliance with the By-Law. One active file has been issued a Notice of Violation and will have a follow-up inspection on October 11, 2023. Another active file has been issued a Notice of Violation and will have a follow-up inspection on October 19, 2023. Another active file has been issued a Penalty Notice, which is due on October 31, 2023. The final active file will be issued a final Notice of Violation with follow-up inspection for the first week in November.
- 2) Unsightly Property By-law: The first file had a Municipal Enforcement Order due on September 22, 2023 and the Municipality is moving forward with bringing the property into compliance as nothing has been done. The following file a compliance deadline of October 25, 2023 and the Property Owner is working on compliance. The following file has Notice of Contravention, which is due on October 11, 2023. The following file has a Municipal Enforcement Order, which is due on October 11, 2023. The following file has a Notice of Contravention, which is due on October 18, 2023. The following file has a Municipal Enforcement Order, which was due on September 21, 2023 and will have an assessment done on October 18, 2023. The following file has a Notice of Contravention, which is due on October 24, 2023. The following file has a Notice of Contravention due on November 8, 2023. The following file has a Notice of Contravention due on November 8, 2023.
- 3) Derelict Building By-law: The first has a secondary preliminary derelict building order, compliance is due on November 30, 2023. The second file's property owner has been working on rectifying the infractions and has been provided an October 24, 2023 extension to comply.

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

1. Zoning By-Law and Building By-Law to receive a committee meeting to discuss proposed amendments.
2. Policies: The Municipality is in the process of updating certain policies and creating new policies to better guide employees to expectations as it relates to matters such as licence refunds, the tendering and procurement process, etc..
3. Resolution formatting for certain by-law hearings are being drafted to suite the process, which may be different than traditional resolutions.