



## Rural Municipality of St. Laurent

Regular Meeting

August 2, 2017 – 6:00 p.m.

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### AGENDA

1. Call to Order
2. Adoption of the Agenda
3. Confirmation of Minutes
  - Minutes of July 19, 2017 Regular Council Meeting
4. Finance & Accounts
  - Accounts Payable to August 2, 2017
  - ALC funding request
5. Committee Reports
  - Tom Johnson
  - Monte Carrier
  - Frank Bruce - none
  - Laurent Kerbrat
  - Cheryl Smith - none
  - Media Report - none
  - CAO
  - MEC - none
  - EDO
  - Public Works
  - Fire Department - none
6. Zoning & Subdivisions
  - None
7. Delegations

*Meeting cancelled*

- None

8. Transportation & Public Works

- Request by Laurentia Beach Association for portable toilet for Corn Roast
- Metis Days – tractor use
- Metis Days – tent rental

9. New & Unfinished Business

- Invitation to Reeve – Opening Remarks – Seniors Resource BBQ

10. Correspondence/Minutes from others

Correspondence/Information:

- Letter – RM of Woodlands – re Twin Lakes Beach Road South – July 19, 2017

Minutes:

- WIWCD – Executive Board Meeting – June 15, 2017

11. Committee of the Whole in Camera

- Legal
- Personnel

12. Adjourn



## Rural Municipality of St. Laurent

### Regular Meeting

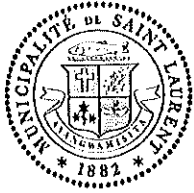
Wednesday, August 16, 2017 – 6:00 p.m.

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### AGENDA

1. Call to Order
2. Adoption of the Agenda
3. Confirmation of Minutes
  - Minutes of July 19, 2017 Regular Meeting
4. Finance & Accounts
  - Council Indemnities and Expenses
  - Accounts Payable to August 16, 2017
  - Financial Statements ending July 31, 2017
  - Seniors Resource BBQ RM Budget Contribution
  - Seniors Resource BBQ – Silent Auction Prize
  - Legion Week – Silent Auction Prize
  - EDO – Grant Writing Workshop
5. Committee Reports
  - Tom Johnson
  - Monte Carrier
  - Frank Bruce
  - Laurent Kerbrat
  - Cheryl Smith
  - Media Report
  - CAO
  - MEC – none
  - EDO
  - Public Works - None
  - Fire Department

6. Zoning & Subdivisions
  - Secondary Suites by-law – first reading
7. Delegations
  - None
8. Transportation & Public Works
  - Request by Laurentia Beach Association for portable toilet for Corn Roast
9. New & Unfinished Business
  - WIWCD Application for Well closing
10. Correspondence/Minutes from others
  - Correspondence:
    - Funding announcement – St. Laurent Metis Heritage Museum – Storage Phase
    - Information Pack – Improvements to EMS in Rural Manitoba
    - Seniors Resource BBQ – Invitation to Council to attend Aug 17/17 at 3:00 p.m. St. Laurent Rec Centre
  - Minutes from Others:
    - None
11. Committee of the Whole in Camera
  - CDC
  - Public Works
  - Legal
  - Personnel – Public Works
  - Personnel – Office
12. Adjourn



Rural Municipality of St. Laurent  
Regular Meeting  
August 16, 2017

MINUTES

A Regular Meeting of Council was held on Wednesday, August 16, 2017 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

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

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

Adoption of Agenda

Res #244/2017 Johnson - Kerbrat

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

....Carried

Adoption of Minutes

Res #245/2017 Johnson - Bruce

BE IT RESOLVED THAT the Minutes of the Regular Meeting of July 19, 2017, be hereby adopted as circulated.

....Carried

Finance & Accounts

Res #246/2017 Johnson - Kerbrat

BE IT RESOLVED THAT Council Indemnities for August 2017 and Expenses for July 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    | 450.00       | 150.00      | 200.00      | 100.00          | 100.00        |
| Hourly            | -            | -           | -           | 90.00           | -             |
| Conferences       | -            | -           | -           | -               | -             |
| Mileage           | 90.00        | 61.20       | 42.75       | 38.70           | 37.35         |
| Deductions        | -18.98       | -7.84       | -9.08       | -               | -6.11         |
| Reimburse/adjust  | 62.06        | -           | -           | -               | -             |
| Totals            | \$1,063.08   | \$578.36    | \$608.67    | \$603.70        | \$506.24      |

....Carried

Res #247/2017

Bruce - Carrier

BE IT RESOLVED THAT the Accounts Payable to August 16, 2017 written under cheque numbers 25728 to 25810 and totaling \$170,334.20 be hereby approved for payment.

....Carried

Res #248/2017

Johnson - Kerbrat

BE IT RESOLVED THAT the Financial Statements dated July 31, 2017, be adopted as presented.

....Carried

Res #249/2017

Johnson - Kerbrat

WHEREAS the Seniors Resource BBQ is being held on Thursday, August 17, 2017.  
AND WHEREAS the RM has budgeted the amount of \$1000.00 as contribution to the Seniors Resource BBQ.

THEREFORE BE IT RESOLVED THAT Council approve the disbursement of \$1000.00 to the Seniors Resource BBQ.

....Carried

Res #250/2017

Johnson - Bruce

WHEREAS the St. Laurent Seniors Resource Council has requested a silent auction prize from the R.M. for the Senior Resource BBQ event on August 17, 2017.

THEREFORE BE IT RESOLVED THAT Council approve the donation of two "Canada 150" wine glasses and two beer mugs to the Seniors Resource BBQ silent auction.

....Carried

Res #251/2017

Bruce - Carrier

WHEREAS the St. Laurent Royal Canadian Legion Metis Branch has requested a prize donation from the R.M. for the Legion Week Monster Bingo event being held on Wednesday, September 20, 2017.

THEREFORE BE IT RESOLVED THAT Council approve the donation of two "Canada 150" wine glasses and two beer mugs for the said event.

....Carried

Res #252/2017

Kerbrat - Bruce

WHEREAS an online course entitled "Professional Proposal Writing" is being offered by Grant Training Centre starting on September 4<sup>th</sup> 2017 and finishing on December 4<sup>th</sup> 2017 for a fee of \$695.00.

AND WHEREAS this online course is comprised of 6 modules and would be beneficial for the EDO Tiffany Desjarlais to attend.

THEREFORE BE IT RESOLVED THAT Council approve the attendance of the EDO at said course.

....Carried

Res #253/2017

Johnson - Carrier

WHEREAS the RM has made application under the Federal Government's Small Communities Fund for the construction of the proposed museum's artifacts storage facility and has recently received notification that funding is being received.

AND WHEREAS the funding scheme will be \$80,000 each to be provided by the federal government, provincial government and municipal government.

THEREFORE BE IT RESOLVED THAT Council approve the contribution by the RM in the amount of \$80,000.00 towards the construction of the storage facility from the Federal Gas Tax Reserve.

AND FURTHER BE IT RESOLVED THAT Council approve the project to proceed to its completion.

....Carried

Res #254/2017

Johnson - Bruce

WHEREAS Council has met with Eco-West Canada to explore innovative waste disposal solutions for the RM and surrounding area.

AND WHEREAS the RM wishes to retain Eco-West Canada in providing a Greenhouse Gas Inventory Analysis; updating the Local Climate Change Action Plan; and filling out the Federation of Canadian Municipality MCIP (Municipalities for Climate Innovation Program) application.

AND WHEREAS the cost of retaining Eco-West Canada for said services is \$2,000.00.

THEREFORE BE IT RESOLVED THAT Council approve retaining of Eco-West Canada for the above said services in the amount of \$2,000.00.

....Carried

### Committee Reports

#### Councillor Tom Johnson's Report:

- Attended Handivan meeting – the larger bus is not financially feasible so they are looking into an ordinary dodge caravan that is converted for wheelchair accessibility. There is usage but a lot of single occupants or very few and on occasion for larger events. Looking into grant to assist with the cost.

#### Councillor Monte Carrier's Report:

- Attended WIPD meeting in Ashern. Auditors report done and resolution passed. In 2018 there will be a Home Warranty Act passed but it is currently in discussion and development phases. Will come to see RM in late fall to explain the details. Looking at setting up seminars.
  - Laurent – seems they want contractors and public involved to educate, etc. People that insure, build, own, and permit givers.
  - Frank – could mean more inspections.
  - Laurent – information resolution to be done by WIPD to educate about proper care and construction of septic holding tanks, etc. It is the homeowner's responsibility.

Councillor Frank Bruce's Report:

- Attended Eco-West meeting. Looked at some very exciting projects.

Councillor Laurent Kerbrat's Report:

- Attended Seniors Resource meeting. BBQ tomorrow. Charging \$5 admission this year to help cover costs. They are planning another Widows Banquet this year. The Old Time dance had only 57 attendees so will stop hosting during the summer months as everyone seems too busy.

Reeve Cheryl Smith's Report:

- Met with Canada Post master regarding relocation of the Post Office to the Welcome Centre.
- Attended Metis Days and gave opening remarks. The event was well attended and there was good weather.

Media Report (Reeve Smith):

- Attended and answered questions from media personnel at Press Release for the funding announcement toward the St. Laurent Metis Heritage Centre. Will be used for phase 1 of the project (storage building).
- Conducted an interview on the Fish Plant – explained that it is going through its own process with private investors and private land owners. We are happy that they are looking at our RM and hope something goes through for the benefits of the whole municipality.

CAO report:

- None at this time.

MEC report:

- None at this time.

EDO report:

- Paint recycling, aerosol, etc will soon start at the WTS.
- We are now a designated e-Waste site. We have 28 pallets to be picked up and several bags of electronics.
- Construction to begin soon on Community Trailhead sign that will be going up at the Welcome Centre. Oak Point's sign will also be done soon.
- The Green Team members completed all allowable hours through the program. Will report on funding soon.
- EMS licence renewal application to be sent in shortly.
- Working with installer to put in video surveillance at WTS and Welcome Centre.
- Started phase 2 of FDI Training.



- The premier's office called to inform us that there was a miscommunication about our proposal. It got confused with the Michif Local's application.

Public Works report (Dean Appleyard):

- None at this time.

Fire Department Report (Roger Leclerc):

- None at this time.

### Zoning & Subdivisions

Res #255/2017 Johnson - Kerbrat

BE IT RESOLVED THAT By-Law No. 2/17 being a by-law to amend Zoning By-Law No. 5/05 be hereby given first reading.

....Carried

### Delegations

None

### Transportation & Public Works

Res #256/2017 Carrier - Bruce

WHEREAS Laurentia Beach Association is holding their annual corn roast on Saturday, August 19, 2017 at the Laurentia Park.

AND WHEREAS the Laurentia Beach Association has requested the use of one of the RM's portable toilets.

THEREFORE BE IT RESOLVED THAT Council authorize use of a portable toilet for the event.

....Carried

### New & Unfinished Business

Res #257/2017 Johnson - Kerbrat

WHEREAS two open wells have been found on separate R.M. property and will need to be closed or capped.

AND WHEREAS WIWCD provides funding for such closing or capping up to a maximum of \$1,000 per well.

THEREFORE BE IT RESOLVED THAT Council approve the closing of both wells and direct the CAO to proceed with the application to WIWCD.

....Carried

### Correspondence/Minutes from Others

#### Correspondence:

- Funding announcement – St. Laurent Metis Heritage Museum – Storage Phase

- Information Pack – Improvements to EMS in Rural Manitoba
- Seniors Resource BBQ – Invitation to Council to attend Aug 17/17 at 3:00 p.m. St. Laurent Rec Centre

Minutes:

- None

Committee of the Whole in Camera

Res #258/2017                      Johnson - Kerbrat  
 BE IT RESOLVED THAT Council resolve itself into a Committee of the Whole in Camera.  
 ....Carried

Res #259/2017                      Johnson - Kerbrat  
 BE IT RESOLVED THAT this Committee rise and that Council reconvene once again.  
 ....Carried

Res #260/2017                      Carrier - Kerbrat  
 WHEREAS concerns about the management of recycling material at the Waste Transfer Site has been brought to the attention of Council and requires the assistance of a legal consultant to investigate and make recommendations to Council.  
 AND WHEREAS the RMs legal counsel, Thompson Dorfman Sweatman (TDS) has the ability to perform such services.  
 THEREFORE BE IT RESOLVED THAT Council approve the CAO discuss fees and terms with TDS.  
 ....Carried

Res #261/2017                      Johnson - Bruce  
 WHEREAS the RM of St. Laurent has an Agreement with the RM of Woodlands regarding their contribution towards the repair, improvement and maintenance of Venice Road South which is in the RM of St. Laurent but is used as sole access for RM of Woodlands ratepayer properties.  
 AND WHEREAS the RM of Woodlands has denied contribution to any repair, improvement and maintenance of Venice Road South.  
 THEREFORE BE IT RESOLVED THAT Council approve legal counsel be retained to deal with the issue.  
 ....Carried

Res #262/2017                      Kerbrat - Carrier  
 WHEREAS the RM has been in discussions with Canada Post and the local post mistress, Jeannette Bruce, about the relocation of St. Laurent’s Post Office to the Welcome Centre.  
 AND WHEREAS Ms. Bruce and the RM wish to enter into a Lease Agreement for the rental of two offices located in the Welcome Centre.  
 AND FURTHER WHEREAS the offices to be rented will require some renovation to accommodate the needs of the local post office.  
 THEREFORE BE IT RESOLVED THAT Council approves the RM to negotiate and enter into the

terms of a Lease Agreement and to obtain quotes for the renovation of the offices.

....Carried

Res #263/2017 Johnson - Kerbrat

WHEREAS Resolution No. 241/2017 was passed by Council on July 19, 2017, accepting the resignation of Gilles Carriere from the position of full-time patrol maintenance public works employee as of July 31, 2017.

AND WHEREAS there is a staffing shortage in the Public Works department due to holiday schedule and unforeseen circumstances.

AND WHEREAS Gilles Carriere has agreed to continue working for the RM in his current capacity until he is called to work at new employment or a new employee to replace him is hired, whichever occurs first.

THEREFORE BE IT RESOLVED THAT Council approve Gilles Carriere's continued employment until he is called to work at new employment or a new employee to replace him is hired, whichever occurs first.

....Carried

Res #264/2017 Johnson - Kerbrat

WHEREAS Resolution No. 241/2017 was passed by Council on July 19, 2017, accepting the resignation of Gilles Carriere from the position of full-time patrol maintenance public works employee.

AND WHEREAS Resolution No. 241/2017 also approved advertising for a seasonal patrol maintenance position.

AND WHEREAS Council has reconsidered the said Resolution in that a full-time employee is needed rather than a seasonal to cover the workload and schedules for public works.

THEREFORE BE IT RESOLVED THAT Council approve advertisement be posted for a full-time patrol maintenance public works employee.

....Carried

Res #265/2017 Carrier - Bruce

WHEREAS Joey Senga has submitted his letter of resignation on August 14, 2017 without notice for the full-time waste transfer site attendant position.

AND WHEREAS the RM will need to advertise for a new full-time waste transfer site attendant.

AND FURTHER WHEREAS as there has not been enough notice given for the Waste Transfer Site to be fully staffed, Dalton Connelly, one of this summer's Green Team members, has agreed to assist Public Works with Waste Transfer Site attendant duties as a casual public works employee at the rate of \$16.00 per hour until a new full-time employee is hired.

THEREFORE BE IT RESOLVED THAT Council approve advertisement for the vacant position as soon as possible.

AND FURTHER BE IT RESOLVED THAT the hiring committee be comprised of the CAO, the Public Works Foreman and the Chair of Public Works.

....Carried

Res #266/2017 Johnson - Kerbrat

WHEREAS an annual performance evaluation has been completed by the CAO for Financial

Clerk, Andrea McKay.

AND WHEREAS the said performance evaluation has been reviewed by Council.

AND FURTHER WHEREAS a wage increase of 50 cents per hour is recommended, effective August 13, 2017, along with enrollment in professional development courses to be discussed with CAO.

THEREFORE BE IT RESOLVED THAT Council authorize a wage increase for Andrea McKay of 50 cents per hour effective August 13, 2017 along with appropriate courses.

....Carried

Res #267/2017

Johnson - Kerbrat

WHEREAS the Corporation's Organizational By-law enacted February 11, 2015 provides, among other things, that the Board of Directors of the Corporation shall be comprised of five (5) directors, two (2) of which shall be municipal directors (defined to mean the Reeve of The Rural Municipality of St. Laurent (the "Municipality")) or a director appointed by the Municipality and three (3) of which shall be community directors (defined to mean a director appointed under clause 10 of the By-law);

AND WHEREAS the three (3) Community Directors resigned as Directors of the Corporation on February 5, 2017 and the terms of the Municipal Directors expired on February 28, 2017;

AND WHEREAS by Resolution of the Council of the Municipality (the "Council") dated March 1, 2017, the Municipality, being the sole shareholder of the Corporation, appointed Cheryl Valdina Smith (the Reeve of the Municipality), Frank Joseph Bruce and Monte Ross Carrier, to be directors of the Corporation;

AND WHEREAS the appointment of three (3) municipal directors exceeds the number of municipal directors provided for in the By-law;

AND WHEREAS to facilitate compliance with the By-law Monte Ross Carrier has tendered his resignation as a director of the Corporation;

AND WHEREAS the By-law provides that the appointment of community directors is only effective when approved by resolution of Council and that the Board of Directors may consist of fewer than three (3) Community Directors should the Council choose not to appoint a community director;

AND WHEREAS the Council after due consideration, has chosen not to appoint any community directors;

AND WHEREAS after due consideration, and taking into account the fact that Monte Ross Carrier has tendered his resignation as a Director of the Corporation, the Municipality, being the sole shareholder of the Corporation, has decided that it is in the best interests of the Corporation to have the remaining municipal directors of the Corporation, namely Cheryl Valdina Smith (the Reeve of the Municipality) and Frank Joseph Bruce, continue as directors of the Corporation;

NOW THEREFORE IT IS HEREBY RESOLVED THAT:

1. The resignation of Monte Ross Carrier as a director of the Corporation be and is hereby accepted, effective immediately.
2. Until such time as the Municipality, being the sole shareholder of the Corporation otherwise decides, no community directors be appointed.

3. Cheryl Valdina Smith (Reeve of the Municipality) and Frank Joseph Bruce shall continue as directors of the Corporation until their successors are elected or appointed.  
The foregoing resolutions are hereby signed by the sole shareholder of the Corporation.

....Carried

Adjourn

Res #268/2017                      Johnson - Bruce  
BE IT RESOLVED THAT this meeting now adjourn at 8:12 p.m.

....Carried

"Cheryl Smith"  
Reeve

CAO 