



Rural Municipality of St. Laurent
Regular Meeting
March 21, 2024

Minutes

A Regular Meeting of Council was held on Thursday, March 21, 2024 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 Richard Chartrand called the meeting to order at 10:00 a.m.

Adoption of Agenda

Res # 88/2024

Leclair – Combot

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

...Carried

Reeve Chartrand read the letter from the Minister of Municipal and Northern Relations advising that our municipality has been approved to receive a funding contribution of up to \$270,000 for the Road Rehabilitation – Chartrand Road Project. This is very exciting news for our municipality.

Confirmation of Minutes

Res #89/2024

Gaudry - Leclair

BE IT RESOLVED THAT the Minutes of:

Council Meeting – March 5, 2024

Be hereby approved by Council as circulated.

...Carried

Committee Reports:

CAO (Billie Jean Oliver)

- Worked on the Payworks pending issues, which have now been resolved;
- Received and reviewed the funding announcement for Chartrand Road;
- Prepared and finished the final paperwork for the funding received for Church Road;
- Continue to work on the municipality financial plan;
- Worked on the drainage permits and new regulations, there is assistance available to us to help us identify the regulations. I will reach out;
- Dealt with various emails from rate payers and property issues;
- Meeting with legal;

- Reviewed the MMA member policy;
- Dealing with the tractor claim from a year ago;
- Finished the final paperwork for the Skid steer and Trailer (on the agenda below).

Public Works/WTS (provided by Councillor Leclair)

- Attended Fort Distributor Ltd. gravel road academy in Selkirk on March 19th, very informative;
- Did a drive thru Allard Estate.

Fire Department (report provided by Deputy Chief of Administration, Melissa Buors, followed by Councillor Combot verbal report)

- See attached
- Melissa doing a good job on the reports;
- Met with Chad regarding the pipeline concerns and fuel in our community. Fire Department will top up their tanks after each call. Spoke with Mike Futros at MTT and has ensured us that they will not run out of fuel, and will keep us posted with any events that may disrupt gas deliveries;
- Mike Futros is installing a well on his property and has already expressed that the St. Laurent Fire Department will be able to use it for emergency purposes. It is noted that they are very good corporate citizens and council is very appreciated of their continued community support.

By-law Enforcement (Sophie Skierszkan)

- See Attached

EDO (Denise Allard)

- See Attached

MEC (Roger Gillis)

- Airbrakes course done and preparing for exams;
- Pumper had a leak, Chad and I repaired;
- Noted the barricades at Sandpiper trail have been moved sideways due to the wind, public works notified.

Councillor Tom Johnson

- Attended the WIPD meeting, it is confirmed that the RM Grahamdale has joined. WIPD will be hiring a part time assistant to help with the increase in work, which has been budgeted.

Councillor Maurice Leclair

- Discussed identifying the Wetlands is a priority, the CAO will reach out to their department and organize a meeting.

Councillor Yves Combot

- Attended the Community Future meeting by zoom;
- Attended the AMBM meeting in Winnipeg on March 20th.

Councillor Perry Gaudry

- Attended the WIPD meeting;
- Met with Cheryl Bruce at the ALC.
- Attended the Watershed meeting: It was noted that we promote their programs offered on our RM newsletters to increase participation. They indicated that they can assist with funding for washing stations to assist in curbing the spread of zebra mussels.

Reeve Richard Chartrand

- Mar. 6th attended EMO;
- Mar. 8th met with Cheryl Bruce at the ALC;
- Mar. 11th attended the meet and greet with CBC new group;
- Mar. 13th attended Councillor Leclair home, which he hosted a dinner for the CBC group;
- Mar. 15th took a tour at Manitoba Lake Resort;
- Mar. 19th attended Fort Distributor Ltd. gravel road academy in Selkirk;
- Mar. 20th attended AMBM Manitoba Bilingual Leadership Series.

Finance and Accounts

Res #90/2024 Gaudry – Leclair

WHEREAS payroll processing for all departments is now done electronically through Payworks, which no longer requires physical cheques to be prepared.

Payroll Period #5 - Admin	February 18, 2024 - March 2, 2024	\$28,233.52
Payroll Period #6 - Admin	March 3, 2024 – March 16, 2024	\$27,835.40
Accounts Payable – Cheques	34184 to 34224	\$94,324.83

BE IT RESOLVED THAT the Accounts Payable as listed above is hereby approved for payment.

...Carried

Res #91/2024 Combot – Leclair

WHEREAS THE General Operating Fund Balance Sheet (Financial Statement) as at January 31, 2024 has been provided to Council for review.

THEREFORE BE IT RESOLVED THAT the General Operating Fund Balance Sheet (Financial Statement) as at January 31, 2024, be hereby approved.

...Carried

Res #92/2024 Leclair – Gaudry

BE IT RESOLVED THAT Council Indemnities for **March 2024** and Expenses for **February 2024** be approved (electronically through Payworks) as follows:

	Richard Chartrand	Tom Johnson	Moe Leclair	Yves Combot	Perry Gaudry
Indemnity	1000.00	900.00	800.00	800.00	800.00
Hourly	900.00	150.00	462.50	850.00	531.25
Conference	0.00	0.00	0.00	0.00	0.00
Mileage	220.00	49.50	203.50	346.50	208.07
Phone	0.00	50.00	0.00	0.00	0.00
Meals	0.00	0.00	0.00	83.35	0.00
Blue Cross (BC)	-469.49	-469.49	-469.49	-469.49	-469.49
BC (paid by RM)	469.49	469.49	469.49	469.49	469.49
CPP Deduction	-95.70	-45.12	-57.76	-80.60	-61.86
Fed/Prov Tax ded	-209.27	0.00	0.00	-48.60	0.00
Totals	1815.03	1104.38	1408.24	1950.65	1477.46

...Carried

Delegations:

11:00 am – Morning Breeze Health Care, presented by Genaro Guevarra

Mr. Guevarra is requesting the amendment of the zoning by-laws of the property located on Venice Road South, known as Sandy Haven. The amendment would allow for an expansion of a senior's accommodation/assisted-living facility. Council reviewed the process for an amendment, with Mr. Guevarra. He will do further research and will follow up on their plans.

Further to this, he discussed the expansion of the Neil Gaudry Health Centre, as well as a vision of the future regarding a wellness hub in other locations in our municipality. More discussion will take place among Council and our EDO to determine if these other initiatives are in the interest of our community.

Zoning and Subdivisions

Public Hearing

None

Survey has been Completed. Progress is slowly being made towards this development- Until then this is Tabled.

- Application for Conditional Use-CUSTL -21-23- Filipe & Darlen Cruz-Travel trailers/recreational vehicles on a vacant site as a temporary use.

- Application for Conditional Use-CUSTL-19-23-Richard & Jeanette Cueto-Travel trailers/recreational vehicles on a vacant site.
- Application for Conditional Use-CUSTL-25-23-Solidad Villarin, Gilda Cruz & Serigo Sarceno-Travel trailers/recreational vehicles on a vacant site.

Reeve Chartrand advised that at the next meeting that we will have an action plan for the above, with a target date of beginning of May to resolve the development.

Regular Matters:

- None

Notices:

- None

TRANSPORTATION & PUBLIC WORKS

Res #93/2024 Leclair - Combot

WHEREAS the skid steer at the Waste Transfer Site was stolen on October 31, 2023; and

WHEREAS the CAO has submitted a claim through the insurance program; and

WHEREAS the insurance adjuster has provided a cash settlement in the amount of \$55,000.00 less our deductible as well as covered the cost of the rental of a skid steer for 90 days as entitled to under our policy; and

WHEREAS the current rental is a 2021 Kubota SVL97-2 through Lawson Sales, who has provided a quote to purchase the rental for \$80,000.00 plus taxes; and

FURTHER WHEREAS it has been difficult to find a skid steer that was comparable to the previous skid steer and all other comparable skid steer quotes are for brand new skid steers ranging from \$128,555.94 - \$136,988.28;

THEREFORE BE IT RESOLVED THAT Council accept the cash settlement proposed by the insurance adjuster and authorize the CAO to sign the Proof of Loss; and

FURTHER BE IT RESOLVED THAT Council approve the purchase of the 2021 Kubota SVL97-2 skid steer from Lawsons Sales for the amount of \$80,000.00 plus taxes with the amount received from the insurance company under the above claim be applied directly to the purchase of same.

...Carried

Res #94/2024 Johnson - Leclair

WHEREAS the 2019 Sure-trac dump trailer utilized at the Waste Transfer Site was stolen on October 31, 2023; and

WHEREAS the CAO has submitted a claim through Manitoba Public Insurance; and

WHEREAS the insurance adjuster has provided a cash settlement in the amount of \$11,910.00 plus PST, less our deductible as well as covered the cost of the rental of a dump trailer; and

FURTHER WHEREAS it has been difficult to find a comparable dump trailer as such quotes have been received from various suppliers, as follows:

1. 2023 Rainbow 16' Trailer (Elie) complete with a tarp kit and spare tire - \$19,020.00 plus taxes;
2. 2023 Ironbull 16' Trailer (PJ Trailers) - \$19,200.00 plus taxes;

THEREFORE BE IT RESOLVED THAT Council accept the settlement proposed by Manitoba Public Insurance and authorize the CAO to sign the Proof of Loss; and

FURTHER BE IT RESOLVED THAT Council approve the purchase of the 2023 Rainbow Trailer from Elie for the amount of \$19,020.00 plus taxes with the amount received from Manitoba Public Insurance under the above claim be applied directly to the purchase of same.

...Carried

FIRE DEPARTMENT

None

OTHER DEPARTMENTS, COMMITTEE BOARDS

None

NEW AND UNFINISHED BUSINESS

Res #95/2024 Johnson - Leclair

WHEREAS the Association of Manitoba Municipalities (AMM) is hosting an Asset Management training program. Six sessions will be held over 4 weeks and they will be delivered virtually using Microsoft Teams. The sessions are being offered at a subsidized price of \$150.00 plus GST (regular price is \$1650). The training session outline is as follows;

- Wednesday, May 8 – Session 1: Introduction to Asset Management
- Thursday, May 9 – Session 2: Risk Management
- Wednesday, May 15 – Session 3: Lifecycle Costing
- Wednesday, May 22 – Session 4: Level of Service
- Thursday, May 23 – Session 5: Your Data and the AMP
- Wednesday, May 29 – Session 6: AM Bigger Picture

THEREFORE BE IT RESOLVED THAT Council approve the attendance of CAO, Billie Jean Oliver to the Professional Development Opportunity at a price of \$150.00 plus GST.

...Carried

Res #96/2024 Gaudry - Combot

WHEREAS due to scheduling conflicts with the scheduled Council meeting being held on April 3, 2024.

THEREFORE BE IT RESOLVED THAT the Council approve a change of date of the next Council meeting from April 3rd, 2024 to April 4, 2024.

...Carried

Food Cycle Science

Council discussed the delegation from last meeting regarding the countertop compost alternative which reduces food waste, and partnering up with Food Cycle Science. This information will be placed on our next newsletter to see if there is any community interest and wait for feedback.

Correspondence/Information/Minutes from Others

- WIWD Monthly Newsletter
- RCMP Monthly Statistics Report – January 2024
- Big Interlake Mechanical – 1ST Annual Spring into Summer, June 1, 2024
- Minister of Health, Seniors and Long-Term Care – RM of St. Laurent achieving the Age-Friendly Milestone

Minutes from Others

- Prairie Rose School Division Meeting Highlights – Feb. 12, 2024

Committee of the Whole in Camera

Res #97/2024 Leclair - Combot

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

...Carried

Res #98/2024 Combot - Leclair

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

...Carried

ADJOURN

Res #99/2024 Gaudry - Combot

BE IT RESOLVED THAT this meeting now adjourn at 1:00 p.m.

Reeve

CAO

Fire Department Report to Council for March 5, 2024

Dispatched Calls

As of March 18, 2024, the FD is at call 11-24 of this year.

Incident #11-24. 147 Chartrand Rd, CO Alarm. 5 members attended.

Incident # 10-24. 1 mile North of St. Laurent, MVC. 6 members attended.

Incident # 09-24. 215 Laurentia Beach South, Structure Fire. 8 members attended.

Incident # 08-24. 358 Sandpiper Rd, Lift Assist. 5 members attended.

Incident # 07-24. 12-107 Veterans Memorial Rd, Lift Assist. 4 members attended.

By-Law Officer

Notes and pictures have been emailed to Sophie in regards to incident #06-24 62 Lily Bay on March 19, 2024.

Notes and pictures have been emailed to Sophie in regards to incident #11-24 147 Chartrand Rd on March 19, 2024.

Drill Night

Went over slides on ropes and knots.

Practiced using knots, need more practice.

TIC Training in Selkirk

TIC (Thermal Image Camera) training on March 16, 2024 was held in Selkirk Fire Hall. 2 members attended.

Pumper

Was leaking water, fixed by Chad and Roger Gillis on March 8, 2024.

Air Brakes Training

Started on March 13, 2024. With 9 members from the Fire Department and 2 members from Public Works that had attended. Will continue ever Wednesday until completed.

2023 MPI Claims

The final results for MPI reports for the year 2023. With the last received email from MPI on March 12, 2024. We submitted 8 claims in the amount of \$10,768.51, we received payment of \$8,959.85 from MPI with a few cut backs and 1 claim not covered by MPI. The 1 claim was not covered by MPI as the owner has not made a claim with MPI as of March 12, 2024.

Ritz Machine Works Inc

This was an outstanding bill from November 23, 2021 in the amount of \$1,621.73 and was billed directly to Ritz Machine Works as they had not made a claim with MPI. As of March 18, 2024 this invoice was fully paid in September 2023 in the amount of \$1,621.76.

MPI and Ritz Machine Works Inc

With both MPI and Ritz's the Fire Department recovered \$10,581.61 in the year 2023. With MPI in the amount of \$8,959.85 and Ritz's in the amount of \$1,621.76.

Vic's Auto Body Alignment

MVC from June 2022 that Vic's tow truck was involved in an incident and had not opened a claim with MPI as of April 2023. An invoice was sent to the owner of the company and the owner has refused to pay the outstanding bill in the amount of \$1066.80 and stated the driver should be billed, only problem no driver on scene when the fire department arrived on scene. This claim has been filed with the 2022 call reports. No money has been recovered.

EDO REPORT MARCH 21st 2024

- Spoke with Paul Belair regarding the heating bill at the **Old Town Hall**. He was going to put the heat on for the month of January to see how energy efficient it is. **The bill was \$600 but very mild out**. He calculates that a cold month of regular winter temperatures could cost around \$1,000 - \$1,500/month. The East side door is not insulated around the door and has a mail drop slot in it, which does not help the situation. All the windows are also single pain. Paul says there were plans with the previous EDO to get a sort of magnetic window cover to place on the windows for the winter. FYI
- Received a quote of \$315.00, tax included, fixture not included, from Aaron Hogg to install the exterior light fixture on the old town hall above the entrance doorway. The quote is to also supply and install the interior light switch to control the light. Billie Jean and I chose a more old-fashioned looking light fixture compared to what Aaron was going to install (modern fixture). The goose neck light is \$124.99 on Amazon and is a dusk to dawn fixture. The permit closes around April 8th. **Do we bother adding this light and switch at this point when we are not sure if the addition will be expanded in the near future?**
- Had 2 Zoom meetings the last 2 Fridays with Raphael of **Bockstael** to discuss if there is anything else we may want to add to the plan before requesting to submit an application. I am working on getting financials together for the application to budget not only the project, but sustainability once the building is up and running. Reached out to IERHA to find out if they are still committed to leasing the office space if the project moves forward. The former IERHA contact, Troy Lycan is no longer in that position. I am waiting for a reply from his replacement. **Discussions are needed on use of the buildings the RM currently has and future uses.**
- Marie-Cécile informed me that we can request for assistance from CDEM to develop a **STRATEGIC PLAN** or to help cover the costs to hire a consultant to do so.
- Collaborating with Eugene Rioux (president of the **Chamber of Commerce**) and Clémence Morin of CDEM to revive the CoC. It has not been running as a committee in the last 10 years and the articles of incorporation were never completed. CDEM is offering to pay \$1,000 to get this done. Eugene thinks a course of action would be to revive the CoC with new business owners and a new committee. I offered to advertise in the Newsletter and Tammy's FB page to ask business owners interested to contact Eugene.
- Attended a 3 hour Zoom Virtual **Proposal Writing Workshop** from Community Futures, put on by Regional Health. It was excellent and clarified so much on how to answer the same grant questions that come up in each grant, specifically the Federal grants who often have seemingly repetitive questions. Extremely valuable!
- Darci Adams of **Painted Sky Studios** requested a meeting with me to discuss a business idea on expanding her other business of Wheat Institute to branch out the Art Therapy classes to the community and region. Listened in on the plans at another Zoom meeting on another date. Very good potential to offer expressive art therapy sessions to the community. Connected Darci to the principals, daycares and Senior Resources coordinator to listen in on the Zoom to seek interest.
- Received information packages from Roger Gillis regarding money available for Municipal Buildings through Efficiency MANITOBA. Efficiency Manitoba is offering various programs for **Municipally-Owned Buildings (including Recreation Facilities)**. This offers:
 - REBATES FOR Air Source Heat Pumps/Solar Photovoltaic (PV) Systems

- Insulation and Windows, LED lighting material (up to 100%) of costs
- Ground Source Heat Pumps incentives
- Custom Measures designed specifically for a facility
- New Construction incentives

There is a 2-year program to hire an **ENERGY EFFICIENCY ADVOCATE** individual or consultant to create and implement community efficiency plans with guidance from Efficiency Manitoba's energy experts. The goal is to help communities lower their overall energy consumption by taking part in Efficiency Manitoba's programs. The RM provides a desk and resources for success along with paying for 20% of salary. Community Energy Efficiency Program pays for the remaining 80% for 2 years, to a maximum of \$40,000 each year (approximately \$23/hour). After researching this, I found that they are currently not taking any applications to hire at this time but we can request to be added to the list.

- Sent Efficiency Manitoba grant information to David Hiebert, president of the **St. Laurent Rec. Centre** and he already knew about it and replied that he has quotes to upgrade the 2 signs on the front of the building and to upgrade all the interior and exterior lighting.
- Went to work at the **Wellness Room** to put furniture and shelving together. Angelica has updated her website to enable **massage, reflexology and acupuncture bookings** in St. Laurent beginning April 8th since April 1st is Easter Monday and a holiday for some. Stephan, the **chiropractor** is coordinating his dates between his Winnipeg business, a new contract with the Health Science Centre and St. Laurent. He will be starting in St. Laurent by late spring/early summer. I am looking for other services to bring in on a monthly basis, such as **Medicine Man/Woman/Shaman, Sho-Tai practitioner** and other traditional medicine practitioners. I am also currently seeking a **Naturopath** who would be willing to come once a week.
- Spoke with Councillor Yves Combot who attended the Cottage Country Trade Show on the week-end and spoke with Kate from **Wilderness Supply** regarding the possibility of setting up a Pop-Up Shop at Meindle Park for the summer. She stated that her company had just had a meeting in regards to doing this and were considering doing so at the Lake Winnipeg areas. He got her contact information and I reached out to her to introduce myself and to ask her what sort of space and infrastructure she would need to make this happen. Waiting for her response. Wilderness Supply has been in business over 25 years and **rent out canoes, kayaks, paddle boards** and various camping supplies. They also sell all of these products too.

QUESTIONS

- 1- Does council want Aaron Hogg to install the light and switch to the Old Town Hall?
- 2- Does council want to look into applying for any of the funds available for Municipal Buildings through Efficiency MANITOBA? *I could look into any suggestions and funding they may have for reducing the energy use of the Old Town Hall.* Does council want to be added to the list to possibly receive funding for the Community Energy Efficiency Program?
- 3- Should a meeting be called upon between Council and the executive of the Interlake Métis Association to discuss use agreement/purchase of some land South and East of The Old Town Hall?

By-Law Report

March 20, 2024

By-Law	Number of active files
Zoning By-Law	18
Unnecessary and Harmful Noise By-Law	1
Domestic Animal By-law	0
Parks and Beaches	0
Unsightly Property and Derelict Vehicle By-Law	7
Derelict Building By-Law	1
Licencing By-Law	1
Fire Prevention and Emergency Response By-Law	1

- 1) Zoning By-law: There are 11 active files that have been issued Notices of Violation. 2 active files have been issued a Municipal Enforcement Order. 4 active files have been issued a Penalty Notice, two of which have been reviewed by the Screening Officer. There is 1 active file that is on hold pending the outcome of road matters.
- 2) Unnecessary and Harmful Noise By-Law: The active file has been filed Past Due.
- 3) Unsightly Property By-law: The first active file has an Inspection Notice scheduled for April 24, 2024. The following active file has a Municipal Enforcement Order due March 22, 2024. The following file has a Municipal Enforcement Order due April 11, 2024. The following file has compliance deadline of June 19, 2024. The following file has final compliance deadline of April 17, 2024. The following file has a compliance deadline of June 19, 2024. The following file has a final compliance deadline of June 19, 2024. The following file has an outstanding Municipal Enforcement Order that will have to be remedied in the spring.
- 4) Derelict Building By-law: The active file's property owner has been working on rectifying the infractions and has been provided July 17, 2024 deadline to comply.
- 5) Licencing By-Law: There is one active file, which has been granted an extension of time to comply with deadline of April 15, 2024.
- 6) Fire Prevention and Emergency Response By-Law: There is one active file, which is shared between the Fire Department and By-Law. The response to the issue is being assessed.

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

1. Building By-Law: Drafting the new by-law, which will meet current requirements set out in legislation (Building and Mobile Homes Act has been repealed and we are now governed by the Building Act), currently under review by WIPD for comments.
2. Domestic Animal: A copy of the Release of Liability Agreement has been submitted to the owners of Mr. Kennels. Upon receipt of the signed agreement, we will provide notification to ratepayers on the website and in the next newsletter.
3. Submitted a request for data from staff at WTS. Looking to update the WTS By-Law to reflect current requirements within the Municipality and under current applicable Acts & regulations.

Upon receipt of information, a meeting to be scheduled with By-Law Committee. Still waiting on response.

4. Road Signs: Provided Billie Jean with link to Stonewall's Reduced Speed Zone By-Law and sections from the Highway Traffic Act and applicable regs related to the legislated requirements and authority of municipalities with regards to changing speed limits.

The Manitoba Act- Regulation 53/97

Under the Regulation, municipalities are required to retain documents for a certain period of time, after which, municipalities must archive certain documents and may destroy others. I am working on review a number of storing boxes that we have in our storage room to determine under which classification they fall.

There are a number of boxes that have been brought to the Old Town Hall, which have been labelled to be reviewed by department heads.

Once all boxes have been sorted and documented, a request will be made to Council to pass a resolution to archive a certain number of boxes, as required under the Act.