



Rural Municipality of St. Laurent  
Regular Meeting  
January 3, 2024

**Minutes**

A Regular Meeting of Council was held on Wednesday January 3, 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, Perry Gaudry, Yves Combot, 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 #01/2024 Johnson - Gaudry  
BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as amended.

...Carried

**Confirmation of Minutes**

Res #02/2024 Gaudry - Combot  
BE IT RESOLVED THAT the Minutes of:  
Council Meeting – December 20, 2023  
CDC Meeting- December 20, 2023

Be hereby APPROVED BY Council as circulated.

...Carried

**Committee Reports:**

**CAO (Billie Jean Oliver)**

- Working with Payworks to facilitate to payroll transition.
- Working on year -end.

**Upcoming:**

- Committee meeting on January 4<sup>th</sup> at 9:00 a.m. regarding drainage.
- Conservation District meeting January 4<sup>th</sup> at 6:00 p.m. here in the Council's chambers.

**Councillor Maurice Leclair**

- We've been doing some maintenance on the tractor mowers, and the big mower.
- Discussed about taking down the Christmas lights.
- Nothing really to report; due to Holiday season

**Councillor Yves Combet**

- The fire department had a nice break; not too busy.
- Bumper truck had a safety done on December 22 and it passed, that's good news.
- Roger to set up interviews in the near future with three (3) new potential fire volunteers.
- Other than that; quiet with the Holiday season.

**Councillor Tom Johnson**

- Nothing going on since last meeting; Holiday season was great.

**Councillor Perry Gaudry**

- Checking up on Wilson Creek drainage and it is all completed.
- Quiet with the Holiday season.

**Reeve Richard Chartrand**

- The only item was that the Minister of Environment indicated to me that he had a cheque in the amount of \$1500.00 that he had for recycling initiatives.

**Zoning and Subdivisions**

Res #03/2024

Johnson – Leclair

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

...Carried

**The chair (Reeve) read out the greetings and procedure.**

Res #04/2024

Combot – Leclair

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

...Carried

**Committee Reports Cont.**

Public Works/WTS (Foreman Report)

- Not Currently

Fire Department (Melissa’s Report)

- See Attached

By-law Enforcement – Sophie Skierszkan

- See Attached

EDO – Report by Denise Allard

- See Attached

MEC- Report by Roger Gillis

- Not Currently

**Finance & Accounts**

Res #05/2023 Johnson – Leclair

**BE IT RESOLVED THAT** an Interim Operating Budget for 2024 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 #06/2024 Johnson - Gaudry

**BE IT RESOLVED THAT** the Accounts Payable to December 31, 2023 written under cheque numbers 33997 to 34033 and totaling \$64,582.95 hereby approved for payment.

...Carried

Res #07/2024 Johnson - Leclair

**WHEREAS** charitable donations have been received by the R.M. of St. Laurent to be paid out as follows towards the Christmas Hamper Drive 2023:

- a. From William Schon -For \$200.00
- b. From Donald & Joyce Halldorson -in the amount of \$300.00 payable to the St. Laurent Fire Department towards a new fire truck.

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

...Carried

Public Hearing Cont:

**VSTL-06-23- Cherie read the proposal and proof of notice. No written submissions**

Res #08/2024                      Gaudry- Combot

**WHEREAS** Variation Application No. VSTL-06-23 was received from the Interlake Metis Association Inc./Donavon Chief in regards to a front yard Variation from 25 feet to 15 feet to allow the location of two (2) greenhouses to comply with the zoning by law at 28 St. Laurent Drive, PL17/19-LA-381, in the town of St. Laurent, Manitoba.

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

...Carried

**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.

Regular Matters:

- None

Notices:

- None

**TRANSPORTATION & PUBLIC WORKS**

- None

**FIRE DEPARTMENT**

Res # 09/2024                      Johnson Leclair

**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:

- Chad Malfait as St. Laurent Fire Chief;
- Roger Leclerc as St. Laurent Deputy Fire Chief of Operations;
- Matthew Riding as Fire Department Building Inspector;
- 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 #10/2024                      Combot – Gaudry

**WHEREAS** membership to the Manitoba Municipal Administrators Association allows for benefits of professional development seminars and webinars, forums with other CAO's, mentorship programs and other benefits; and

**WHEREAS** the cost for a membership is \$315.00 per year.

**THEREFORE BE IT RESOLVED THAT** Council approve the registration of the CAO as a member of the Manitoba Municipal Administrators association.

...Carried

Res #11/2024 Johnson – Gaudry

WHEREAS the MMA will be holding their annual conference together with the AGM and MMA district meetings at the Fairmont Hotel in Winnipeg on September 8 through to September 11, 2024.

WHEREAS the cost for registration is approximately \$450.00.

THEREFORE BE IT RESOLVED THAT Council approve the attendance of the CAO at the 2024 Manitoba Municipal Administrators Conference.

...Carried

Res #12/2024 Gaudry – Combot

WHEREAS Municipal Climate Adaption and Disaster Mitigation Workshops are brought to you by Eco-West Canada, in partnership with Manitoba’s Emergency Management Organization and department of Environment and Climate Change in February 2024.

THEREFORE BE IT RESOLVED THAT Council approve the attendance of Roger Gillis, Reeve Richard Chartrand, Councillor Yves Combot and Perry Gaudry and CAO, Billie Jean Oliver.

...Carried

Res #13/2024 Johnson – Leclair

BE IT RESOLVED THAT By-Law No. 01/2024 being a by-law of the Rural Municipality of St. Laurent to provide for the conditions of employment between the R.M. of St. Laurent and the non-unionized employees be hereby given the first reading.

...Carried

Res #14/2024 Gaudry Combot

BE IT RESOLVED THAT By-Law No. 01/2024 being a by-law of the Rural Municipality of St. Laurent to provide for the conditions of employment between the R.M. of St. Laurent and the non-unionized employees be hereby given the second reading.

...Carried

**Correspondence/Information/Minutes from Others**

Correspondence/Information:

- None

Minutes from Others:

- WIPD – Board Meeting Minutes-December 19, 2023

**Committee of the Whole in Camera**

Res #15/2024                      Johnson – Combot

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

...Carried

Res # 16/2023                      Gaudry - Leclair

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

...Carried

Res #17/2024                      Johnson - Leclair

**WHEREAS** it was determined that the need for a Seasonal Public Works was required.

**AND WHEREAS** the Public Works seasonal position will no longer be required for the winter months.

**AND FURTHER WHEREAS** the seasonal employee, Grant Buors has been given notification of lay-off effective January 19<sup>th</sup>, 2024. A Record of Employment will be provided to Grant Buors.

**THEREORE BE IT RESOLVED THAT** in accordance with the Collective Agreement OE987, article 13.07 it is understood that seasonal employees who are capable of performing the work will be recalled before any new employees are hired.

**AND FURTHER BE IT RESOLVED THAT** Council approve the lay-off of Grant Buors as of January 19<sup>th</sup>, 2024 accordance with the Collective Agreement OE98.

...Carried

**CDC MATTERS**

Res #18/2024                      Johnson – Leclair

**BE IT RESOLVED THAT** Council adjourn into CDC meeting.

...Carried

Res #19/2024                      Johnson – Gaudry

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

...Carried

**RM CDC MATTERS**

Res #20/2024

Johnson Gaudry

**WHEREAS** the Staff at the Living Centre are requesting a wage increase.

**AND WHEREAS** their last increase was in 2021.

**THEREFORE BE IT RESOLVED THAT** the Directors of the CDC approve the wage increase of \$0.50 for the cooking positions, held by Gilberthe Lavalley and Cheryl Bruce at the Assisted Living Centre,

...Carried

Res #21/2024

Gaudry – Leclair

**WHEREAS** the EDO, Denise Allard from the RM has been in discussion with Age Friendly in regards to leasing one of the office space rooms at the Welcome Centre.

**AND WHEREAS** a lease agreement has been drafted and has been reviewed by Council.

**THEREFORE BE IT RESOLVED THAT** Council approve the lease of the office space at the Welcome Centre to Age Friendly up to two (2) days a week, in lieu of rent Age Friendly has received a computers and printers from a grant and will place those computers within the office space for the tenants of that unit.

**AND FURTHER BE IT RESOLVED THAT** Council approve the form of Commercial Lease Agreement as drafted.

...Carried

Res #22/2024

Johnson – Combob

**WHEREAS** the EDO, Denise Allard from the RM has been in discussion with Field Stone Ventures in regards to leasing one of the office space rooms at the Welcome Centre.

**AND WHEREAS** a lease agreement has been drafted and has been reviewed by Council.

**THEREFORE BE IT RESOLVED THAT** Council approve the lease of the office space at the Welcome Centre to Fieldstone Ventures for two days a week, during the school schedule; September to June, commencing on February 1, 2024, for a base monthly rental of \$160.00.

**AND FURTHER BE IT RESOLVED THAT** Council approve the form of Commercial Lease Agreement as drafted.

...Carried



**ADJOURN**

Res #23/2024

Johnson - Gaudry

**BE IT RESOLVED THAT** this meeting now adjourn at 11:55 a.m.

A blue ink signature consisting of several overlapping loops and a horizontal stroke, positioned above a solid black horizontal line.

Reeve

A blue ink signature in cursive script, positioned above a solid black horizontal line.

CAO

Report of the CAO  
January 3, 2024

Currently:

- Working with Payworks to facilitate to payroll transition
- Working on year-end

Upcoming:

- Committee meeting January 4<sup>th</sup> at 9:00 am regarding drainage
- Conservation District meeting January 4<sup>th</sup> at 6:00 pm here in the Council Chambers

## Fire Department report to Council for January 3, 2024

### Dispatched Calls

As of December 30, 2023, the FD is at call # 51 of this year.

Incident # 51-23, MVC on Hwy 6 & Oak Dale Dr. 8 members attended.

### Pumper

Passed safety on Dec 22, 2023.

### Operating Guidelines

Each member will receive a new package of OG's on January 8, 2024.

### Drill Night

No drill nights occurred.

Next drill night is January 8, 2024.

### Fire Extinguisher Training

Roger Gillis will conduct a fire extinguisher training on Jan 5, 2024 with La Petite Dottie (French Daycare) and Li Pchi Pwayson (MMF Daycare) staff members. Using the burn pan from mutual aid, and ABC has loaned fire extinguisher.



Merry Makers Craft and Bake Sale – December 3<sup>rd</sup> was very success. A lot of positive feedback from the community and vendors.

Spring Fling Craft and Bake Sale scheduled May 5<sup>th</sup>, 2024

Book Drive – Books have been moved to the Recreation Centre. Hoping to find a used bookshelf.

Christmas Youth Night at the St. Laurent Legion Dec 14 was successful with 22 youth in attendance. They participated in Minute to Win It Games, Gingerbread House decorating, pool, music, karaoke & treats.

Light up our Town Community contest and kids' light bingo was on Dec 16<sup>th</sup>. Prizes \$100, \$75 and \$50. All gift cards to local businesses of choice. Kids Bingo 6 \$25 gift cards to store of choice. Winners have been contacted.

Pickle Ball: Pickle ball is being held indoors twice a week in the St. Laurent School Gymnasium. Pickleball will resume Jan 9 and run Tuesdays and Thursdays until March 21<sup>st</sup>. Goal is to use the arena during spring and summer months.

Adult Yoga is continuing at the Youth Centre at MMF. Yoga will be self-run by a group and U Tube from 1:30-3:00.

Mom & Baby Yoga – Free – Grant – Program will resume in spring.

Knitting group – Wednesdays to start end of January.

Sent in request to MASRC to start a free winter soccer program in our community.

Will start lending out snowshoes and skis once we have an enough snow.

PAL course May 10<sup>th</sup>. 12 spots available.

Applied for the Efficiency Manitoba Community Rink Lighting Initiative. Project complete. ✓

# By-Law Report

January 3, 2024

By-Law	Number of active files
Zoning By-Law	23
Unnecessary and Harmful Noise By-Law	1
Domestic Animal By-law	2
Parks and Beaches	0
Unsightly Property By-Law	7
Derelict Building By-Law	1
Licencing By-Law	1

- 1) Zoning By-law: There is 1 active file that has been issued an Inspection Notice. There are 13 active files that have been issued Notices of Violation, of that number, 1 has since applied for a CUP with public hearing date TBD. There are 3 active files, which have been issued a Notice of Inspection. 2 active files have been issued a Municipal Enforcement Order. 5 active files have been issued a Penalty Notice.
- 2) Unnecessary and Harmful Noise By-Law: The active file has been issued a Final Notice.
- 3) Domestic Animal By-law: The active file has been issued two Penalty Notices, which are outstanding and have been mailed a Final Notice.
- 4) Unsightly Property By-law: The first 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 a Municipal Enforcement Order due January 11, 2024. The following file has an outstanding Municipal Enforcement Order that will have to be remedied in the spring.
- 5) 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.
- 6) Licencing By-Law: There is one active file, which has been granted an extension of time to comply with deadline of March 5, 2024.

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

1. Zoning By-Law: amendments to the structure of the by-law, removal of term "vacant site", amending officer title- in the process of being drafted by WIPD, expected to be submitted in the New Year.
2. Building By-Law: Working on amendments to structure of by-law and inclusion of Stop Work Order.
3. Domestic Animal: Working on developing options to handle complaints related to domestic animals running at large. With the current kennel not meeting the requirements set out by the Animal Care Act and posing a risk of liability, we are looking at viable options to hold animals caught at large within a reasonable scope.