A REGULAR MEETING OF COUNCIL OF
THE VILLAGE OF ST. LOUIS
HELD IN THE COMMUNITY HALL
APRIL 13, 2022_____

CALL TO ORDER:
The meeting was called to order at 4:30 P.M. by the Mayor.

ATTEND:
Councilors present: Mayor Marc Caron, Deputy Mayor Tristen Boettcher, Jennifer Jenny, Janelle Paul and Administrator Robin Boyer

70-22 Paul: That Council member Shane Jenny be excused from this meeting.
CARRIED

AGENDA:
71-22 Boettcher: That the agenda be approved as presented.
CARRIED

MINUTES:
72-22 Paul: That the minutes of the regular meeting of March 9th, 2021 be approved.
CARRIED

FINANCIAL REPORTS:
73-22 J. Jenny: That the financial reports for the month ending March 2022 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:
74-22 Boettcher: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
7067	Tristen Boettcher	SUMA Conv. Expenses	$ 693.60
7068	Marc Caron	SUMA Conv. Expenses	$ 813.60
On-line	Collabria Mastercard	SUMA Hotel Room Expense	$ 864.32
7069	Canada Post	Office / W & S postage	$ 528.27
7070	Greenland Waste	Waste Collection	$ 2,900.61
7071	Lambert Distributing Inc.	Capital – mower	$12,572.70
7072	Chris Letendre	Bylaw enforcement	$ 284.63
7073	Minister of Finance	Fire Dep't Telecomm PPSTN	$ 932.40
7074	MNP LLP	Audit fees	$ 4,359.38
7075	Ainsworth National	Ice plant repair / service	$ 2,424.28
7076	Lake Country Co-Op	Maintenance fuel / supplies	$ 2,559.45
7077	P & M Tire Repair	Tractor tire repair	$ 337.33
7078	Queen's Printer	Legislation binder update	$ 231.00
7079	Nicole Sawchuk	Legal Fees	$ 732.38
7080	Saskatchewan Research Council	Water sampling	$ 145.70
7081	Staples Business Adv.	Office supplies	$ 327.94
7082	Oubavo Inc.	Annual Website hosting	$ 199.67
7083	Staples Business Adv.	Office supplies	$ 31.24
Direct Dep.	Robin Boyer	Admin Salary/Mileage	$ 1,536.40
Direct Dep.	Ryan McCloy	Maintenance Salary	$ 1,000.00
On-line	Sask Tel	Village telephone services	$ 302.13
Direct	UNPS Debit Machine	Service charges/fees	$ 5.55
7084	Michael Richard	Contract Labour	$ 90.00
On-line	Sask Energy	Village energy	$ 1,773.82
Direct Deposit	Robin Boyer	Admin Salary / Fire Meeting	$ 2,250.92
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,528.22
On-line	MEPP	Pension Remittance	$ 1,635.30
7085	Receiver General of Canada	Tax Remittance	$ 2,693.96
On-line	SUMA	Benefits Remittance	$ 352.35
7086	Wade Watson	Utility account deposit refund	$ 18.85
On-line	Sask Water	Water Contract	$ 9,907.61
On-line	Sask Power	Village Power	$ 3,370.30
7087	Edward Lussier	Cont. Labour xmas lights	$ 50.00
7088	Glen Lewis	Contracted W & S Operator	$ 210.00
Direct	UNPS / First Data	Debit Machine Fees	$ 8.00
Direct	Minister of Finance – EPT	School taxes collected	$ 937.71
Direct	UNPS / First Data	Debit Machine Fees	$ 0.85
		TOTAL	$58,610.47

CARRIED

CORRESPONDENCE:

75-22 Paul: That the following correspondence, being read, be filed:
CARRIED

Government Relations – Notice that Revenue Sharing Grant for 2022 will be $93,915, which is used for operations and is $1,215 less than in 2021.
Munisoft – Notice that Education mill rates have been set for 2022 with slight increases that will have to be updated in accounting software before conducting the 2022 tax levy or estimates.
Asset Management Saskatchewan – Information regarding training available in 2022. Administrator completed this training back in 2018. Special offer of $250 for full training offered to Council members who wish to consider this training to help understand the principles of Asset Management.
St. Louis Historical Society Bridge Project – Council to revisit their request for a donation to this bridge fencing project. The 2022 Draft Budget did not currently allocate any funding.
Sask Rivers Public School Division – Inviting two representatives from municipal council to attend a meeting to discuss topics of common interest on Wednesday April 20, 6 PM in Prince Albert. Reply required by April 14.
Access Communications – Updated information that they would like added to our business directory, posted on our website.
Chez Nous B & B – Would like consideration to be listed and promoted as a local attraction by the Village, where possible to help foster tourism in our area. Requesting the creation of a link between our municipal website and their site to provide easy access to all the local attractions in the area.
MEPP– Information on Municipal Employees Pension Plan and services they provide for members.
UMAAS – Quarterly Newsletter. Notice of Administrators convention in Saskatoon June 7 – 10. Administrator requests authorization to attend.
Government of Saskatchewan – Information bulletin on PST changes beginning October 1, 2022. Skating Rink will have to collect PST on ice rentals, in most cases.
Government of Saskatchewan – Information on Construction Code changes that become effective July 1, 2022. All buildings in Saskatchewan with sleeping rooms are required to provide early warning protection against the effects of carbon monoxide (CO) poisoning, smoke and fire. Would Council like this information sent out to all property owners?
St. Louis Fire Department – Submitted proposal for 2022 budget PPE items that they are requesting. Agreement with RM calls for $10,000 annual budget for this type of equipment (45/55 split) Plus have about $4,500 left over from last year. Their request is for $26,000, which is likely not feasible. Fire Committee will be meeting to discuss this in the near future.
Sask Water – Annual Notification to Consumers.
Traffic Radar Sign – Monthly stats.

76-22 Paul: That Council member Tristen Boettcher be registered to complete Asset Management training.
CARRIED

77-22 Paul: That Access Communications and Chez Nous B & B be added to municipal website Business Directory.
CARRIED

78-22 Paul: That the administrator be registered to attend the UMAAS convention in Saskatoon June 7 – 10.
CARRIED

79-22 Boettcher: That new construction code information regarding CO and smoke detectors be distributed to residents in a mail-out.
CARRIED

80-22 J. Jenny: That the following recommendations from the Fire Committee be approved as presented:
Amend Fire Agreement with RM of St. Louis to include an annual meeting for the Fire Committee.
Approve the submitted PPE budget for $10,396.67 for Structure Fire Gloves, Structure helmets and 2 sets of turn-out gear.

Set level of service to a level 3 for the Fire Department.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

81-22 Boettcher: That Council acknowledge the March 2022 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:

No formal written complaints presented at this meeting.

OCCUPATIONAL HEALTH & SAFETY:

No issues or concerns presented at this meeting.

OLD BUSINESS

FINAL FINANCIAL STATEMENTS:

82-22 Paul: That the final financial statements be approved as presented and a summary be distributed with the tax notices in May.
CARRIED

COMPLAINT RESPONSE POLICY UPDATES:

83-22 Boettcher: That the administrator draft a complaint submission form to include with the Complaint Response Policy and it be tabled to the May meeting of Council.
CARRIED

84-22 Paul: That the consideration for functional areas of operation for Council members be tabled to the May meeting of Council.
CARRIED

DISC GOLF PROPOSAL:

Council was provided an update on the status of this item.

NEW BUSINESS

BYLAW ENFORCEMENT SERVICES:

85-22 J. Jenny: That the Village have B & B Enforcement Services perform bylaw enforcement services for the Village of St. Louis for the months of May – September, with weekly inspections.
CARRIED

BYLAW TWO OF 2022 - DOG BYLAW AMENDMENT – VIOLATION NOTICES INTRODUCTION AND FIRST READING:

86-22 Boettcher: That Bylaw Number Two of 2022, a Bylaw to amend Schedule "D" to Bylaw Number Two of 2020 be introduced and read for a first time.
CARRIED

BYLAW TWO OF 2022 - DOG BYLAW AMENDMENT – VIOLATION NOTICES SECOND READING:

87-22 Paul: That Bylaw Number Two of 2022, a Bylaw to amend Schedule "D" to Bylaw Number Two of 2020 be given a second reading.
CARRIED

BYLAW TWO OF 2022 - DOG BYLAW AMENDMENT – VIOLATION NOTICES – ALL THREE READINGS AT THIS MEETING:

88-22 J. Jenny: That Bylaw Number Two of 2022, a Bylaw to amend Schedule "D" to Bylaw Number Two of 2020 be given all three readings at this meeting.
CARRIED

BYLAW TWO OF 2022 - DOG BYLAW AMENDMENT – VIOLATION NOTICES THIRD READING:

89-22 Boettcher: That Bylaw Number Two of 2022, a Bylaw to amend Schedule "D" to Bylaw Number Two of 2020 be given third and final reading.
CARRIED

ICIP GRANT FOR ICE PLANT / RECREATION FACILITIES REPAIRS:

90-22 Boettcher: That the Village proceed with an insurance claim to cover the ice plant repairs as indicated on submitted quote from Ainsworth National Refrigeration and the relevant parties be notified.
CARRIED

DOCUMENT DESTRUCTION:

91-22 J. Jenny: That all 2014 documents, as per presented list, be destroyed of in accordance with municipal records retention schedules aand legislative requirements.
CARRIED

2022 DRAFT BUDGET & 5-YEAR CAPITAL PLAN:

Council made final reviews and recommendations for final budget and and 5 year capital plan.

DRAFT MINIMUM / BASE TAX:

Council made final review and considerations for Base Tax requirements.

DRAFT MILL RATE FACTORS:

Council reviewed the current mill rate factors applied to the annual tax levy.

STREET / SIDEWALK REPAIRS & REPLACEMENT:

Council reviewed available budget and tabled the item until the May meeting of Council until an inspection of road and sidewalk areas can be completed.

REVIEW OF MAINTENANCE PERFORMANCE / PROCESS:

Council to review further with maintenance personnel at next scheduled visit to a Council meeting.

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Community Event Liquor Permit for Obsession Greenhouses
Vacuum cleaner
Mower safety light bar
Lions Park upgrades
Ministry of Highways culvert project
Tenders for grader purchase
Administrative assistant – succession planning

92-22 Paul: That a new vacuum be purchased for use at Community Hall and municipal office, expensed from the Hall budget.
CARRIED

93-22 J. Jenny: That safety light bars be considered for purchase for maintenance lawn mowers.
CARRIED

94-22 Paul: That the Village contribute $5,000 budgeted funds, received from Saskcon, for Lions and Buffalo park upgrades as being considered from the St. Louis Lions Club.
CARRIED

ADJOURN:

95-22 Mayor Caron: That this meeting adjourn.
CARRIED

_____
Mayor

_____
Administrator