A REGULAR MEETING OF
THE VILLAGE OF ST. LOUIS
HELD IN THE COMMUNITY HALL
DECEMBER 7, 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, Janelle Paul, Jennifer Jenny and Administrator Robin Boyer

255-22 Paul: That Council member Shane Jenny be excused from this meeting.
CARRIED

AGENDA:
256-22 Boettcher: That the agenda be approved as presented.
CARRIED

MINUTES:
257-22 J. Jenny: That the minutes of the regular meeting of November 9th, 2022 be approved.
CARRIED

FINANCIAL REPORTS:
258-22 Paul: That the financial reports for the month ending November 2022 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:
259-22 Boettcher: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
7250	Tristen Boettcher	Council Remuneration	$ 700.00
7251	Canada Post	W & S Postage	$ 134.82
7252	Marc Caron	Council Remuneration	$ 840.00
7253	Cleartech Industries	Water sampling chemical	$ 175.96
7254	Jennifer Jenny	Council Remuneration	$ 400.00
7255	**VOIDED**		
7256	John Deere Financial	Grader part	$ 12.20
7257	Chris Letendre	Bylaw enforcement	$ 592.64
7258	Munisoft	Equip/Software Maintenance	$ 3,901.65
7259	Ainsworth National Ref.	Ice plant service & repair	$ 952.02
7260	Lake Country Co-Op	Maintenance fuel / supplies	$ 4,390.09
7261	Janelle Paul	Council Remuneration	$ 600.00
7262	Ruszkowski Enterprises	Sand / Salt mixture	$ 826.50
7263	Nicole Sawchuk	Legal Fees	$ 508.60
7264	Saskatchewan Research Council	Water samples	$ 103.17
7265	Theoret Enterprises	Road Gravel	$ 666.90
7266	Western Municipal Cons.	Board of Revision retainer fee	$ 262.50
7267	Xylem Canada	SPS repair parts	$ 2,257.90
On-line	Collabria Mastercard	Maintenance pole saw / sharpener	$ 632.34
On-line	Collabria Mastercard	Generator oil / grader repair parts	$ 550.48
7268	Kleen Bee	Sewer line cleaner chemical	$ 271.69
7269	Chris Letendre	Bylaw Enforcement November	$ 180.24
Direct Dep.	Robin Boyer	Admin Salary/Mileage	$ 1,536.40
Direct Dep.	Ryan McCloy	Maintenance Salary	$ 1,000.00
7270	Greenland Waste	Waste collection services	$ 2,905.67
7271	Shane Jenny	Council Remuneration	$ 600.00
7272	Ainsworth Inc.	Ice Plant capital repair	$76,212.60
7273	RM of St. Louis No. 431	Fire vehicle insurance	$ 130.70
7274	Village of St. Louis	Uncollectible utilities	$ 123.50
On-line	Sask Water	Monthly contract	$ 9,040.34
7275	St. Louis Fire Department	In-house training	$ 2,962.50
On-line	Sask Tel	Village telephone services	$ 353.44
Direct	UNPS / First Data	Debit Machine Fees	$ 5.55
On-line	Sask Energy	Village energy services	$ 3,543.48
Direct Deposit	Robin Boyer	Admin Salary	$ 2,559.13
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,527.70
On-line	MEPP	Pension Remittance	$ 1,635.30
7276	Receiver General of Canada	Tax Remittance	$ 1,837.91
On-line	SUMA	Benefits Remittance	$ 356.10
7277	Applied LP	Grader part	$ 49.49
7278	Canada Post	Office / W & S Postage	$ 256.96

7279	Golden's Fire Exting.	Servicing	$ 439.20
7280	Lake Country Co-Op	Maintenance ice melter	$ 129.67
7281	River Road Pizzeria	Xmas dinner	$ 314.40
Direct	ACU – Bank Charges	MCAP wire transfer fee – mortg.	$ 20.00
On-line	Sask Power	Village power requirements	$ 6,481.98
Direct	UNPS / First Data	Debit Machine Fees	$ 8.00
7282	Glen Lewis	Contracted W & S Operator	$ 336.00
7283	NAPA Auto Parts	Maintenance supplies	$ 34.54
7284	Lake Country Co-Op	SPs space heater	$ 61.04
7285	Sask Research Council	Water samples	$ 87.42
7286	Roger Topping	Grader inspection/tractor repair	$ 551.25
Direct	Minister of Finance – EPT	School taxes collected	$10,377.75
Direct	UNPS / First Data	Debit Machine Fees	$ 1.13
		TOTAL	$144,438.65

CARRIED

CORRESPONDENCE:

260-22 Paul: That the following correspondence, being read, be filed:
CARRIED

Saskatchewan Federation of Police Officers – Request for advertising sponsorship.
SRC Laboratory – Notice of Holiday hours indicating that samples can be received in office on December 29, 2022 between 11 am and 2 pm.
Canada Summer Jobs 2023 - Notification that application period is open for grant to hire a summer worker for 2023. Council must pass a resolution if they wish an application be submitted.
Sask Public Safety Agency – Copy of story in the SPSA Fire Service Quarterly Digest featuring St. Louis Fire Department. Letter of notice of changes upcoming to delivery of notifications to contacts in their system.
Saskatchewan Housing Corporation – Notice that the municipal portion of annual operating surplus from 2021 was $851.53. Estimates for 2022 are for a surplus of approximately $1,000.
NDP – Request for a petition be signed calling on the Provincial Government to increase the personal care home benefit.
Minister of Parks, Culture & Sport– Letter acknowledging the Village's receipt of Community Rink Affordability Grant for the Skating and Curling rinks.
B & B Enforcement Service Tracker – Bylaw enforcement reports.
2023 Fee Schedule. 2023 will see increases to hourly rates of service.
MMSW – Notice that quarterly recycling rebate has been process with Greenland Waste.
SUMA – 2023 Group Benefits rates. Council to consider any changes to employee benefits currently provided.
Toshiba – Effective December 24, 2022 the Newsletter copier will no longer be on a service contract and all repairs and supplies will need to be paid for, as parts are no longer readily available for the machine.
Western Municipal Consulting – Provided Village with a copy of their 2023 rates for services. (Board of Revision)
Traffic Radar Sign – Monthly stats.

261-22 J. Jenny: That an application be submitted to the 2023 Canada Summer Jobs Grant Program.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

262-22 Boettcher: That Council acknowledge the November 2022 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:

No formally submitted complaints this month.
CARRIED

OCCUPATIONAL HEALTH & SAFETY:

No relevant issues were brought forward at this time.

OLD BUSINESS

OBSESSION GREENHOUSES PROPERTY:

Administrator provided a brief update to Council.

FIRE DEPARTMENT COMMITTEE MEETING:

Mayor and Administrator provided an update to Council on discussion from recent Fire Committee Meeting.

OUTSTANDING DOG BYLAW INFRACTION NOTICES:

Council updated on the status of active outstanding Dog Bylaw Infraction Notices.

CURLING RINK LEASE AGREEMENT:

263-22 J. Jenny: That the revised Lease Agreement for the Curling Club be approved and forwarded to the Curling Club Board for their review.
CARRIED

MHI CULVERT PROJECT:

Administrator provided update to Council on outstanding issues from the project
CARRIED

NEW BUSINESS

2023 MAINTENANCE FOREMAN SALARY:

264-22 J. Jenny: That the Maintenance Foreman's annual salary be increased by 5 % effective January 1, 2023
CARRIED

2023 ADMINISTRATOR SALARY:

265-22 Boettcher: That the Administrator's annual salary be increased by 5 % effective January 1, 2023.
CARRIED

2023 MEETING TIMES & DATES:

266-22 Paul: That all regular meetings of Council be held on the second Wednesday of every month at 4:30 PM for 2023.
CARRIED

2023 COUNCIL REMUNERATION:

267-22 Paul: That the 2023 remuneration for the Mayor remain at $140.00 per meeting and at $100.00 per meeting for all Councilors.
CARRIED

2023 MILEAGE RATE:

268-22 Boettcher: That the 2023 mileage rate remain at $0.52 per kilometer for Council or employee travel.
CARRIED

2023 MEAL ALLOWANCE:

269-22 J. Jenny: That the 2023 Council meal allowance remain at $13.00 for breakfast, $15.00 for lunch and $20.00 for supper for any associated travel and meetings.
CARRIED

2023 CASUAL LABOUR RATE:

270-22 J. Jenny: That the 2023 rate for casual contract labour hired by the Village be set at $15.00 per hour.
CARRIED

2023 FEES FOR SERVICES:

271-22 Paul: That the following rates for services be applied in 2023:

Custom Work	$80.00/hour
NSF cheques	Charged at bank service fee rate
Photocopies	$ 0.25
Tax Certificates	$10.00
Statement of Taxes	$10.00
Development Permits	$15.00
Frozen water lines	First time free / $80.00/hour after
Withdraw Tax liens	$20.00 plus costs
Hall Rental Rates	As per presented price grid.
RV Park Rates	$15/day, $75/week

CARRIED

ORGANIZATIONAL APPOINTMENTS FOR 2023:

272-22 Boettcher: That the following members be appointed to the following Board positions for 2023:

Board	**Member**
Recreation Board	Janelle Paul
Skating Rink Board	Marc Caron
Curling Rink Board	Janelle Paul
Fire Department Board	Shane Jenny
Fire Chief	James Brake
Deputy Fire Chief	Cory Linfitt
Library Board	Tristen Boettcher
Deputy Mayor	Tristen Boettcher
Development Permit Advisor	All Council / B & B Enforcement
Development Appeals Board	Claude Tournier, Lynn Regnier, Pauline Boutin
Village Auditors	Meyers, Norris & Penny
Village Surveyors	Meridian Surveys
General Solicitor	Nicole Sawchuk
Fire Insurance Agent	Riverside Agencies
Village Contractor	Evans 8 Contracting / D C Trenching
Village Engineer	Catterall & Wright
Sask Water Rate Review Board	Marc Caron
Board of Revision / Secretary	Western Municipal Consulting
EMO Planning Committee	Shane Jenny
Emergency Planning Coordinator	Administrator
Deputy Emergency Planning Coordinator	Jennifer Jenny

CARRIED

273-22 J. Jenny: That the Village of St. Louis appoints Western Municipal consulting Ltd. to manage the Board of Revision process for the term of January 1, 2023 through to December 31, 2023: remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Dave GuernseyMurray Dean and Stew Demmans.

That the Village of St. Louis appoints Liana Stepan with Western Municipal Consulting Ltd. as secretary to the Board of Revision for the term of January 1, 2023 through to December 31, 2023: remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Liana Stepan is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purpose of any hearing.
CARRIED

UTILITY ACCOUNTS TRANSFER TO TAXES:

274-22 Boettcher: That the unpaid utility accounts as presented be added to tax rolls of the properties on February 20, 2023 and that registered letter correspondence be provided to the account holders and property owners by January 20, 2023.
CARRIED

MUNICIPAL REVENUE SHARING DECLARATION:

275-22 J. Jenny: The Council of the Village of St. Louis confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

• Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;

• Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations *(if applicable)*;

• In Good Standing with respect to the reporting and remittance of Education Property Taxes;

• Adoption of a Council Procedures Bylaw;

• Adoption of an Employee Code of Conduct; and

• All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.
CARRIED

EMPLOYEE VACATION / LIEU DAYS:

276-22 Paul: That the Administrator vacation request for December 27 & 28 and Maintenance request for lieu time December 23, 27, 28, 29 & 30 be approved
CARRIED

CHRISTMAS SUPPER:

277-22 Paul: That a Christmas supper be held for Council and employees and the administrator check availability at River Road Pizzaria.
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Christmas light decoration contest.
Bluetooth headset for Maintenance.
Newsletter future.
Snow clearing practices.

278-22 Boettcher: That a Bluetooth headset be budgeted for and purchased for Maintenance in 2023.
CARRIED

ADJOURN:

279-22 Mayor Caron: That this meeting adjourn.
CARRIED

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Mayor

_____
Administrator