A REGULAR MEETING OF
THE VILLAGE OF ST. LOUIS
HELD IN THE COMMUNITY HALL
FEBRUARY 9, 2022

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

ATTEND:
Councilors present: Deputy Mayor Tristen Boettcher, Jennifer Jenny, Shane Jenny and Administrator Robin Boyer

24-22 J. Jenny: That Mayor Caron and Council member Paul be excused from this meeting.
CARRIED

AGENDA:
25-22 S. Jenny: That the agenda be approved as presented.
CARRIED

MINUTES:
26-22 S. Jenny: That the minutes of the regular meeting of January 12th, 2021 be approved.
CARRIED

FINANCIAL REPORTS:
27-22 J. Jenny: That the financial reports for the month ending January 2022 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:
28-22 J. Jenny: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
7028	Michael Richard	Snow Removal / Water break clean	$ 200.00
7029	Canada Post	Office / W & S postage	$ 504.20
7030	C Bre Electric	Water pump repairs	$ 291.27
7031	Dee Jacks Custom Welding	Water plant repairs	$ 1,264.56
7032	MNP LLP	Audit Installment	$ 4,068.75
7033	Lake Country Co-Op	Maintenance fuel / supplies	$ 1,190.79
7034	SAMA	Assessment services	$ 5,009.00
7035	Nicole Sawchuk	Legal Fees	$ 322.60
7036	Saskatchewan Crime Stoppers	2022 Donation	$ 100.00
7037	Saskatchewan Research Council	Water sampling	$ 470.94
7038	SPRA	2022 Membership Fee	$ 50.00
7039	Wapiti Regional Library	2022 Grant Levy Installment	$ 3,637.48
7016	**VOIDED – BRANDT**	**Payable to John Deere Financial**	**$ - 171.63**
7040	John Deere Financial	Tractor repair parts	$ 193.65
7041	Operator Certification	Operator renewal	$ 150.00
7042	Greenland Waste	Waste Collection Services	$ 2,762.58
7043	Mr. J's Maintenance	Office Furnace	$ 4,218.00
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	$ 347.34
On-line	Sask Energy	Village energy	$ 2,825.94
On-line	Sask Water	Water contract	$10,726.92
Direct	UNPS – First Data	Debit card charges/fees	$ 5.55
7044	Acklands Grainger	Maintenance supplies	$ 38.83
On-line	Collabria Mastercard	Truck parts – Maxim Trucks	$ 33.68
Direct Deposit	Robin Boyer	Admin Salary	$ 2,250.92
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,528.22
On-line	MEPP	Pension Remittance	$ 1,635.30
7045	Receiver General of Canada	Tax Remittance	$ 2,693.96
On-line	SUMA	Benefits Remittance	$ 352.35
On-line	Sask Power	Village power	$ 7,345.23
7046	Glen Lewis	Contracted W & S Operator	$ 189.00
7047	Michael Richard	Casual Labour	$ 170.00
Direct	UNPS / First Data	Debit Machine Fees	$ 8.00
Direct	Minister of Finance – EPT	School taxes collected	$ 1,369.39
Direct	UNPS / First Data	Debit Machine Fees	$ 0.50
		TOTAL	$58,319.72

CARRIED

CORRESPONDENCE:

29-22 S. Jenny: That the following correspondence, being read, be filed:
CARRIED

RM of St. Louis – Notice that Emile Boutin and Rene Leblanc have been appointed to the St. Louis Fire Committee for 2022. Updated account information on the Fire Department call-out capital fund.
SAMA – Notice of Annual Meeting. Will be held on Thursday April 21, 2022 in Saskatoon.
Town of White City – Request for support their boundary alteration application. (Copy of letter included with information package)
Government Relations – Information on regulatory changes regarding Boards of Revision training and certification. Information on procurement thresholds for obligations associated with internal and international trade agreements.
Aquifer– Notice that Anderson Pump House has joined with Aquifer Group of Companies. Minor accounting changes will be noticed in our account.
Multi-Material Stewardship Western – Notice that recycling rebate for quarter 4 of 2021 is $1,380.29 and will be reflected on our Greenland Waste invoice.
Munisoft – Notice of upcoming training webinars and information on new Accounts Payable software.
Traffic Radar Sign – Monthly stats.

REVIEW OF WATER TREATMENT PLANT READINGS:

30-22 S. Jenny: That Council acknowledge the January 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 issues or concerns presented at this meeting.

OLD BUSINESS

YEAR END TRANSFERS:

31-22 J. Jenny: That year-end transfer be completed as follows:

From General Account to Capital Asset Savings Account - $1,690 for CCBF (Gas Tax used for street repairs in 2021)
From General Account to Infrastructure Savings Account - $35,000 (final amount to be determined from surplus recorded in Year end Financial Statements.)
CARRIED

UTILITY ACCOUNT TRANSFERS TO TAXES:

Council was provided an update on the status of utility accounts that were approved for transfer to tax accounts.

NEW BUSINESS

32-22 S. Jenny: That the meeting move to Agenda item # 13 until visitor arrives.
CARRIED

ASSET MANAGEMENT PLAN:

Council reviewed information presented by Administration and acknowledged the further discussion required at the scheduled February 16 Budget Meeting.

33-22 J. Jenny: That the meeting move back to Agenda item # 12.
CARRIED

VISITOR – STEVEN KORECKI – ST. LOUIS LIONS CLUB – DISC GOLF:

34-22 J. Jenny: That the Administrator draft an agreement for the annual use of the proposed Disc Golf site on municipal property outlining the conditions that the Village will maintain grass cutting on a regular schedule and

that the organizer be responsible for any cleaning, repairs, damage, etc., similar to agreements to use other municipal outdoor facilities.
CARRIED

MAINTENANCE GRADER:

35-22 J. Jenny: That the viewed Case grader from Redhead Equipment not be further considered as an option for the Village at this time and that Administration and Maintenance continue to explore options.
CARRIED

MAINTENANCE TRUCK FOR SNOW HAULING:

36-22 S. Jenny: That the presented available grain be viewed and inspected by Maintenance staff for consideration as a potential municipal hauling vehicle.
CARRIED

WATER & SEWER OPERATOR CERTIFICATION RENEWAL:

37-22 J. Jenny: That application for certification renewal for the water & sewer operator be approved and that the renewal fee be paid along with submission of the required application.
CARRIED

ADMINISTRATOR VACATION TIME PROPOSAL:

38-22 J. Jenny: That the Administrator be approved for vacation time as presented:
April 19 – 22, 2022 – 4 days
Mondays and Fridays in July and August 2022 – 16 days
September 2, 2022 – 1 day
CARRIED

ASSESSMENT CHANGES FOR 2022:

39-22 S. Jenny: That the Assessment Roll information as prepared by Saskatchewan Assessment Management Agency be accepted as presented.
CARRIED

SNOW CLEARING PRIORITY LIST:

40-22 S. Jenny: That the Snow Clearing Priority List be updated to include that the alley of the 200 Block between 2nd and 3rd Streets be cleared with the front Residential Streets, as that alley is the only access to the property at 249 – 2nd Street.
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Council member contact information
Tax / Utility account for 132 Riverside Drive
Census 2021 population numbers

41-22 S. Jenny: That a note be placed in the next Community Newsletter edition outlining ways that the public can contact a member of Council through the Village Office.
CARRIED

42-22 J. Jenny: That more information be gathered from Municipal Advisory Services respecting the tax/utility accounts for 132 Riverside Drive.
CARRIED

ADJOURN:

43-22 Deputy Mayor Boettcher: That this meeting adjourn.
CARRIED

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Deputy Mayor

_____
Administrator