A REGULAR MEETING OF
THE VILLAGE OF ST. LOUIS
HELD IN THE COMMUNITY HALL
APRIL 12, 2023_____

CALL TO ORDER:
The meeting was called to order at 4:40 P.M. by the Deputy Mayor.

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

57-23 S. Jenny: That Mayor Caron and council member Janelle Paul be excused from this meeting.
CARRIED

58-23 J. Jenny: That Deputy Mayor Boettcher chair the meeting.
CARRIED

AGENDA:
59-23 J. Jenny: That the agenda be approved as presented.
CARRIED

MINUTES:
60-23 S. Jenny: That the minutes of the regular meeting of March 8th, 2023 be approved.
CARRIED

FINANCIAL REPORTS:
61-23 J. Jenny: That the financial reports for the month ending March 2023 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:
62-23 S. Jenny: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
7339	Michael Richard	Casual contract labour	$ 520.00
7340	Canada Post	Office /Water sample postage	$ 439.08
7341	Marc Caron	SUMA Conv. Expense	$ 456.00
7342	C & D Septic	Clear Manhole on Boucher Ave.	$ 934.50
7343	D C Trenching	Sewer latereal repair	$ 8,297.31
7344	Greenland Waste	Waste collection/recycle rebate	$ 962.40
7345	King's Printer	Assessment Ad/Legislation update	$ 282.00
7346	Chris Letendre	Bylaw enforcement services	$ 153.24
7347	Minister of Finance	Fire Dep't telecomm PPSTN	$ 932.40
7348	Munisoft	Cheque supply	$ 418.75
7349	Ainsworth	Ice plant repairs	$ 3,643.16
7350	Oubavo Inc.	Annual web hosting services	$ 199.67
7351	Roto-Rotter	Sewer blockage issues	$ 3,052.51
7352	Ruszkoksi Ent.	Sand/salt material	$ 976.05
7353	Saskatchewan research Council	Water samples	$ 153.55
7354	Wakaw Recorder	Tax Arrears List Advertising	$ 211.68
Direct Dep.	Robin Boyer	Admin Salary/Mileage	$ 1,536.40
Direct Dep.	Ryan McCloy	Maintenance Salary	$ 1,100.00
7355	Michael Richard	Casual contract labour	$ 280.00
7356	Lloyd McDougall	Hall rental cancellation refund	$ 105.00
7357	Saskatchewan Crime Stoppers	Annual operating donation	$ 100.00
7358	St. Louis Skating Rink	Zamboni / water heater donation	$ 7,254.65
On-line	Sask Tel	Village telephone	$ 275.94
On-line	Sask Water	Contracted water	$ 9,771.72
Direct	UNPS/Debit	Service fees	$ 5.55
On-line	Sask Energy	Village energy	$ 2,391.34
7359	Edward Lussier	Contracted Labour – water meters	$ 136.50
On-line	Sask Power	Village power requirements	$ 3,805.48
Direct Deposit	Robin Boyer	Admin Salary	$ 2,372.84
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,543.11
On-line	MEPP	Pension Remittance	$ 1,717.88
7360	Receiver General of Canada	Tax Remittance	$ 2,875.33
On-line	SUMA	Benefits Remittance	$ 356.10
7361	Glen Lewis	Cont. W & S Operator / Maint	$ 287.70
Direct	UNPS / First Data	Debit Machine Fees	$ 8.00
7362	Saskatchewan Parks & Recreation	2023 Membership	$ 50.00
Direct	Minister of Finance – EPT	School taxes collected	$ 470.35

Direct	UNPS / First Data	Debit Machine Fees	$ 0.90
		TOTAL	$58,077.09

CARRIED

CORRESPONDENCE:

63-23 S. Jenny: That the following correspondence, being read, be filed:
CARRIED

Finning CAT – Update on grader purchase. RM likely to receive their new grader in June and the used 2015 John Deere will be available to us at that time. There is currently 7,174 hours on it and the RM estimates to put on an additional 200 by June. They have replaced a drive shaft over the winter and kept up on regular maintenance.
Affinity Credit Union – Notice that they will be changing all Collabria Mastercard accounts to Affinity CU accounts and we will be receiving a new corporate card in the near future.
Saskatchewan Rivers School Division – Notice that Neil Finch has been appointed the Director of Education/CEO for the division effective August 1, 2023.
St. Joseph Seniors Club – Letter to Council requesting consideration for the Village to assume ownership of the St. Joseph Senior Centre and Bowling Alley on Riverside Drive. Administrator information sheet is attached to this meeting package.
Canada Community Building Fund – Notice that CCBF grant funds in the amount of $12,823.50 have been disbursed as part of 2022/23 grant. These funds are to be used on approved projects only, that are submitted by the Village, to the program via a formal Infrastructure Investment Plan.
Sask Tel – Information on a Sask Tel project to install cable for service in the St. Louis area and they require an notification of any underground municipal facilities in their proposed work area. Administrator has reviewed the plan and replied to Sask Tel by the March 31, 2023 request date.
Saskatchewan Parks & Recreation Association – Request for renewal of annual membership. $50 Require a motion from Council to renew for 2023.
Saskatchewan Crime Stoppers – Requesting operating donation. Last year the Village provided a donation of $100.
Western Municipal Consulting – Notice that they did not receive any assessment appeals for 2023 and the Board of Revision services for 2023 are concluded.
Canada Community Building Fund – Notice that due to an accumulation of undistributed funding over the program term the Village will be receiving an additional $1,826 in funding for 2022-23 fiscal year. These funds are subject to the terms and conditions of the Municipal Gas Tax Funding Agreement and have to be used on approved projects only.
B & B Enforcement – February bylaw enforcement report.
Minister of Government Relations – Notice that Education Property Tax mill rates to be levied with property taxes have been set and are not changing from 2022 rates.
ATAP – Spring Schedule for water and wastewater operator training workshops.

64-23 J. Jenny: That authorization to proceed with used John Deere grader purchase from Finning CAT be granted subject to Maintenance completing an inspection of the unit.
CARRIED

65-23 S. Jenny: That the request from the St. Joseph Senior Club be tabled until the May meeting to allow for further review of details.
CARRIED

66-23 J. Jenny: That the Village renew membership with Saskatchewan Parks & Recreation Association for 2023.
CARRIED

67-23 S. Jenny: That a $100 donation be made to the operating efforts of the Saskatchewan Crime Stoppers program.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

68-23 S. Jenny: That Council acknowledge the March 2023 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:
No formal complaints registered for this monthly meeting.

OCCUPATIONAL HEALTH & SAFETY:
No issues or concerns brought forward at this meeting.

OLD BUSINESS

VISITOR – JUSTIN PILON:
Visitor did not show up to make presentation to Council.

OBSESSION GREENHOUSE PROPERTY:
69-23 J. Jenny: That the Administrator prepare a letter of response outlining the Village's position with respect to the property concerns.
CARRIED

OUTSTANDING UTILTY ACCOUNTS:
70-23 J. Jenny: That letters of concern be sent to outstanding utility account holders, as per the presented list, including registered letters to accounts that will be transferred to taxes for the property.
CARRIED

71-23 S. Jenny: That uncollectible utility accounts, as presented, have final letter sent to holders prior to write-off and submission to collections agency.
CARRIED

NEW BUSINESS

DOCUMENT DESTRUCTION:
72-23 J. Jenny: That all 2015 documents, as per presented list, be destroyed of in accordance with municipal records retention schedules and legislative requirements.
CARRIED

2023 BUDGET & 5 YEAR CAPITAL PLAN:
73-23 S. Jenny: That final approval be tabled until May meeting.
CARRIED

BASE TAX BYLAW:
74-23 J. Jenny: That final approval be tabled until May meeting.
CARRIED

MILL RATE FACTORS:
75-23 S. Jenny: That final approval be tabled until May meeting.
CARRIED

STREET / SIDEWALK REPAIR & REPLACEMENT:
Council provided an overview of potential areas of concern for 2023.

DRAFT FINANCIAL STATEMENTS:
76-23 J. Jenny: That the 2022 Draft Financial Statements and Audit Findings Report, prepared by MNP, be approved as presented.
CARRIED

WORKERS' COMPENSATION CLAIM:
Council provided an update on the injury status and Workers' Compensation Claim of Ryan McCloy.

MISCELLANEOUS ITEMS:
Minor discussion took place on the following items:

Community Hall event deposits, cancellations and refunds.
Update on Fire Committee Meeting from March 22, 2023.
Skating Rink Financials – payment of Zamboni and water heater expenses.
Utility account charges for vacant properties listed for sale.
Fire Department PPE Budget for 2023 transfer.

Community Hall break-in update.
Bylaw enforcement priorities.

77-23 S. Jenny: That the Community Hall deposit regulations be changed to allow for refunds if cancellation made before 60 days of booked event.
CARRIED

78-23 S. Jenny: That the Village provide the Skating Rink Association $7,254.65 in operating donation to offset expense cost of Zamboni repairs and replacement water heater for Skating Rink building and acknowledge that the small Conexus Credit Union account has been closed due to inactivity and the funds deposited to the Skating Rink Affinity Credit Union chequing account.
CARRIED

79-23 J. Jenny: That $4,500 plus the $5,500 received from the R M of St. Louis be transferred from the Village operating account to the Fire Department PPE account as per Fire Department Agreement and budget requirements.
CARRIED

80-23 S. Jenny: That $17,013 be transferred from the Village operating account to the Infrastructure savings account to account for Utility services operating surplus form 2022.
CARRIED

81-23 S. Jenny: That bylaw enforcement priorities for 2023 be set for dog bylaw violations, all-terrain vehicle usage violations and nuisance yard violations.
CARRIED

ADJOURN:
82-23 Deputy Mayor Boettcher: That this meeting adjourn.
CARRIED

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Deputy Mayor

_____
Administrator