A REGULAR MEETING OF
THE VILLAGE OF ST. LOUIS
HELD IN THE COMMUNITY HALL
FEBRUARY 8, 2023_____

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, Shane Jenny, Jennifer Jenny, Janell Paul and Administrator Robin Boyer

17-23 J. Jenny: That Council members Paul and Boettcher be excused until later in this meeting.
CARRIED

AGENDA:
18-23 S. Jenny: That the agenda be approved as presented.
CARRIED

MINUTES:
19-23 S. Jenny: That the minutes of the regular meeting of January 11th, 2023 be approved.
CARRIED

20-23 J. Jenny: That Council members Paul and Boettcher be acknowledged as present at this meeting.
CARRIED

FINANCIAL REPORTS:
21-23 Paul: That the financial reports for the month ending January 2023 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:
22-23 Boettcher: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
7305	Canada Post	Office /Water sample postage	$ 462.08
7306	D & M Fire Safety	Hall fire suppression inspection	$ 207.38
7307	Halcro Metals	Truck repair materials	$ 34.75
7308	J3G Mechanical	Skating Rink water heater	$ 2,315.55
7309	Dan Kotyk	Truck wiring repair	$ 275.00
7310	Chris Letendre	Bylaw enforcement	$ 184.01
7311	NAPA Auto Parts	Maint. Truck repairs	$ 420.47
7312	Ainsworth Refrigeration	Ice plant repairs	$ 1,613.30
7313	Lake Country Co-Op	Maint. Fuel and supplies	$ 1,762.47
7314	SAMA	2023 Assessment processing	$ 5,214.00
7315	SGI Canada	Truck package policy insurance	$ 233.20
7316	Saskatchewan Research Council	Water samples	$ 493.76
7317	Staples Business	Office supplies	$ 167.81
7318	Wapiti Regional Library	2023 levy installment	$ 3,710.10
7319	Staples Business	Office supplies	$ 15.52
7320	Workers' Compensation	2023 premium installment	$ 763.26
Direct Dep.	Robin Boyer	Admin Salary/Mileage	$ 1,536.40
Direct Dep.	Ryan McCloy	Maintenance Salary	$ 1,100.00
On-line	Sask Water	Contracted water	$ 9,787.71
On-line	Sask Tel	Village telephone services	$ 306.61
Direct	UNPS / Debit Machine	Service fees / charges	$ 5.55
On-line	Sask Energy	Village energy requirements	$ 3,292.82
Direct Deposit	Robin Boyer	Admin Salary	$ 2,336.44
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,543.11
On-line	MEPP	Pension Remittance	$ 1,717.88
7321	Receiver General of Canada	Tax Remittance	$ 2,875.33
On-line	SUMA	Benefits Remittance	$ 356.10
On-line	Sask Power	Village power requirements	$ 6,175.15
7322	Greenland Waste	Waste collection / recycle rebate	$ 1,040.01
7323	Glen Lewis	Contracted W & S Operator	$ 273.00
7324	SUMA	Convention Registration	$ 525.00
Direct	UNPS / First Data	Debit Machine Fees	$ 8.00
Direct	Minister of Finance – EPT	School taxes collected	$ 1,508.44
Direct	UNPS / First Data	Debit Machine Fees	$ 0.55

TOTAL $52,260.76
CARRIED

CORRESPONDENCE:

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

St. Louis Skating Rink Association – Providing operating update to Council. As at January 31, 2023 the Skating Rink has an operating loss to date of $5,300 with an outstanding invoice for a new water ($2,100 + taxes). The Skating Rink has approximately $7,800 of operating funds remaining and $4,000 in a savings account. With no further revenue this operating season, the Skating Rink will likely be left with around $2,000 of totals funds at the end of this operating season. This will represent about $15,000 in losses for the season.
ATAP – Notice of upcoming water and wastewater training opportunities for operators.
WSA – Copy of water plant inspection report.
Government of Saskatchewan – Notice that they have allowed $41,685.60 under our CCBF IIP 2223-006478 (for the ice plant repair) instead of the requested $34,068. This represents $7,617.60 that the Village can move to asset savings or use how they deem necessary. The Village still has $7,963.35 available in this grant program from funding already received in 2022. This would have to be used on an approved, eligible project.
Royal Canadian Legion – Advertising opportunity in Military Recognition Book.
B & B Enforcement – January bylaw enforcement report.
RCMP – Request to complete a performance survey. Does Council have any comments to make regarding RCMP services for the community? Administrator will complete the survey on behalf of Council.
Ainsworth – Mid-season inspection report on ice plant.
Long Lake Insurance – Notice that general insurance on the dump trailer, added to municipal policy, will be $233.20 for 2023.
Traffic Radar Sign – Monthly stats.

24-23 S. Jenny: That the RCMP detachment Sgt. be invited to a future Council meeting.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

25-23 Boettcher: That Council acknowledge the January 2023 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:

26-13 Boettcher: That the Complaints Response Register be acknowledged and actions taken in response to lodged complaints be noted.
CARRIED

OCCUPATIONAL HEALTH & SAFETY:

No issues or concerns brought forward at this meeting.

OLD BUSINESS

FUNCTIONAL AREAS FOR COUNCIL MEMBERS:

27-23 S. Jenny: That Deputy Mayor Boettcher be appointed to support Finance and Administration services for the Village and work with Administrator on any document development for Council review.
CARRIED

NEW BUSINESS

WATERWORKS EMERGENCY RESPONSE / QUALITY CONTROL POLICY REVIEW:

28-23 J. Jenny: That the documents be approved as presented with changes to outdated information and contact names and numbers.
CARRIED

ASSESSMENT CHANGES FOR 2023:

29-23 S. Jenny: That Council approve updated information on 2023 Assessment Maintenance changes and their minimal effect on the Taxable Assessment for 2023 and the advertising of the Notice of Preparation of Assessment Roll and mailing of Assessment Notices on February 17, 2023, with Roll open to appeal until March 24, 2023.
CARRIED

TANGIBLE CAPITAL ASSETS POLICY:

30-23 J. Jenny: That changes to the Tangible Capital Assets Policy be approved as presented, extending useful life of water & sewer infrastructure and updating definitions.
CARRIED

ASSET MANAGEMENT PLAN:

31-23 Paul: That changes be made to the 20 year asset management to reflect changes to Tangible Capital Assets Policy respecting water & sewer infrastructure.
CARRIED

MINISTRY OF HIGHWAYS – ROAD TRANSFER AGREEMENT:

32-23 S. Jenny: That a copy of the Road Transfer Agreement be forwarded to the municipal lawyer for review and comment.
CARRIED

SUMA CONVENTION REGISTRATION:

33-23 J. Jenny: That Council member Marc Caron be registered to attend the SUMA Convention in Saskatoon in April of 2023.
CARRIED

ADMINISTRATOR / MAINTENANCE VACATION & LIEU TIME REQUESTS:

34-23 Boettcher: That the Administrator and Maintenance request for lieu and vacation time be approved as presented for dates in February through August of 2023.
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Community safety regarding youth out on streets in evenings and nights.
Quote for dryer plug installation at Maintenance Shop.
Price for custom snow hauling with municipal equipment.
Hall rental – 4 day for garage sale.
Transfer of savings to cover operating expenses until taxes are levied and revenue sharing grant is received.

ADJOURN:

35-23 Mayor Caron: That this meeting adjourn.
CARRIED

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Mayor

_____
Administrator