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

222-23 S. Jenny: That Council member Jennifer Jenny be excused from this meeting and that Council member Tristen Boettcher be excused until later in the meeting.
CARRIED

AGENDA:
223-23 Paul: That the agenda be approved as presented.
CARRIED

MINUTES:
224-23 S. Jenny: That the minutes of the regular meeting of October 10th, 2023 be approved.
CARRIED

FINANCIAL REPORTS:
225-23 Paul: That the financial reports for the month ending October 2023 be acknowledged.
CARRIED

226-23 Paul: That Council member Tristen Boettcher be acknowledged as present at this meeting.
CARRIED

ACCOUNTS PAYABLE:
227-23 Boettcher: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
7490	Access Tire	Mower tire	$ 102.38
7491	Canada Post	Water sample postage	$ 160.39
7492	Charles Repair	Maintenance supplies	$ 78.79
7493	John Deere Financial	Grader oil / filters	$ 465.67
7494	MacBeeners	Hall supplies	$ 153.81
7495	Lake Country Co-Op	Maint supplies / rink supplies	$ 94.75
7496	Ruszkowski Enterprises	Road base gravel	$ 880.05
7497	Nicole Sawchuk	Legal fees	$ 81.38
7498	SGI	Maint. Truck insurance & reg.	$ 1,288.06
7499	Saskatchewan Research Council	Water & lagoon sampling	$ 922.95
7500	Staples Business	Office supplies	$ 325.23
7501	Valley Trenching	Sewer service repair	$ 6,438.00
7502	Canada Post	Office postage	$ 289.80
7503	Cleartech Industries	Water sampling chemicals	$ 187.73
7504	Chris Letendre	Bylaw enforcement services	$ 182.44
7505	Macbeeners Business Goods PA	Hall supplies	$ 11.99
7506	Lake Country Co-Op	Maintenance fuel	$ 1,819.99
7507	Saskacthewan Research Council	Water sampling	$ 30.71
On-line	SUMA	2024 Dog tag licenses	$ 215.34
Direct Dep.	Robin Boyer	Admin Salary/Mileage	$ 1,536.40
Direct Dep.	Ryan McCloy	Maintenance Salary	$ 1,100.00
7508	Greenland Waste	Waste Collcetion / Recycle rebate	$ 535.74
7509	STARS	Donation	$ 200.00
7510	Karen Pelletier	Meter Deposit Refund	$ 13.90
On-line	Sask Tel	Village telephone	$ 275.91
On-line	Sask Water	Water Contract	$10,918.75
Direct	UNPS/ Debit	Service fees	$ 5.55
On-line	Sask Energy	Village energy	$ 2,014.16
7511	St. Louis Curling Club	CRAG Grant Funds	$ 2,500.00
7512	St. Louis Skating Rink	CRAG Grant Funds	$ 2,500.00
On-line	Sask Power	Village power	$ 6,813.64
Direct Deposit	Robin Boyer	Admin Salary/Banking Mileage	$ 2,533.84
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,543.11
On-line	MEPP	Pension Remittance	$ 1,717.88
7513	Receiver General of Canada	Tax Remittance	$ 2,498.68

On-line	SUMA	Benefits Remittance	$ 356.10
7514	Glen Lewis	Contracted W & S Oper. Labour	$ 289.80
7515	Village of St. Louis	Truck fill repair supplies	$ 37.70
Direct	UNPS / First Data	Debit Machine Fees	$ 8.00
Direct	Minister of Finance – EPT	School taxes collected	$ 3,461.89
Direct	UNPS / First Data	Debit Machine Fees	$ 0.86
		TOTAL	$54,591.37

CARRIED

CORRESPONDENCE:

228-23 Paul: That the following correspondence, being read, be filed:
CARRIED

SUMA – Notice of changes to group benefits plan for waiting periods for new hire enrollments.
St. Louis RC Parish – E-mailed information that was brought up at the recent Parish Fall Supper regarding the washroom accessibility at the Community Hall.
Fire Underwriters Survey – Request support to lobby federal government to provide higher tax credits for volunteer fire fighters.
Munisoft – Information on Equipment Maintenance Agreement items and Software Support items that will be valid for 2024.
AED Advantage – Notice that battery and pads on unit at Curling Rink will expire in January or 2024 and should be replaced.
B & B Enforcement – October Bylaw Enforcement Report.
Saskatchewan Housing Corporation – Notice that the Village's 5% share of operating loss for 2022 was $15.70. No payment is required and will be included with 2023 settlement amounts.
Government of Saskatchewan – Notice the nominations are open for the 2024 Saskatchewan Order of Merit. Established in 1985, the Saskatchewan Order of Merit is a prestigious recognition of excellence, achievement and contributions to the social, cultural and economic well-being of the province and its residents. The Order recognizes individuals who have made their mark in such areas as the arts, agriculture, business and industry, community leadership, the occupations or professions, public service, research, and volunteer service.
Acti-Zyme Products Ltd. – Quote for sewer system enzyme program. Cost would be about $3,300 per year.
Sawchuk Law – Provided info stating that further action in outstanding dog bylaw case with the courts can be taken at anytime during a 10 year period. This includes registering an interest for the unpaid fines or garnishment of wages.
Saskatchewan Health Authority – Notice of networking in Wakaw that was held on November 2, 2023.
MNP – Information provided on new accounting and audit obligations for 2023. Audit expense and some asset assessment costs may be realized.
STARS – Request for operating donation from the Village.
St. Louis Lions Club – They are interested in installing a community entrance sign east of the Village along service road into community from Highway #2. They are requesting Council to authorize the Village to apply for the Roadside Development Permit with the Ministry of Highways.
B & B Enforcement – 2024 Fee Schedule
Saskatchewan Rivers School Division – Monthly Board highlights.
Traffic Radar Sign – Monthly stats.

229-23 S. Jenny: That the Village support the Fire Underwriters Survey and sign their on-line petition to lobby the Federal Government for changes to tax credits for volunteer fire fighters.
CARRIED

230-23 S. Jenny: That a $200 operating donation be provided to STARS air ambulance services.
CARRIED

231-23 Boettcher: That the Village, in partnership with the St. Louis Lions Club, apply for a Roadside Development Permit with the Ministry of Highways for the Lions installation of a community entrance sign.
CARRIED

232-23 S. Jenny: That the 2024 B & B Enforcement Fee Schedule be accepted as presented.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

233-23 Boettcher: That Council acknowledge the October 2023 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:

No formal complaints received this month.

OCCUPATIONAL HEALTH & SAFETY:

No issues or concerns brought forward at this meeting.

VISITOR - DAN KOTYK:

Concerned citizen voiced concerns over Maintenance and Administrative practices. Council will investigate and determine if any action, changes to procedures or policies is required.

OLD BUSINESS

3-WAY STOP STREET:

234-23 S. Jenny: That information regarding speed concerns be made available to the public on municipal website, social media channels and mail-out information flyer.
CARRIED

GRADER SALE:

235-23 S. Jenny: That a formal written offer be requested from interested party, who made a verbal offer to Council, for Council to review at December meeting.
CARRIED

REMOTE CHEQUE DEPOSITS:

Council was updated of costs to obtain scanner and administrative concerns presented by both Affinity Credit Union and municipal auditors MNP.

236-23 S. Jenny: That resolution #177-23 from August 2023 be rescinded and that cheque deposits continue to be made manually.
CARRIED

FIRE AGREEMENTS – RM OF St. LOUIS & RM OF PRINCE ALBERT:

237-23 Boettcher: That Council approve the draft terms of the Fire Agreement proposal with the RM of Prince Albert as per the presented draft and once approval from the RM of St. Louis Council is received, that the draft be forwarded to the RM of Prince Albert for their review.
CARRIED

Council reviewed terms in the Fire Agreement between the Village and the RM of St. Louis and considered changes that may be required within this agreement as well. Administration from both governments will prepare a draft for Councils based on Fire Committee recommendations.

CASUAL MAINTENANCE WORKER:

Council was updated on an interest received to perform casual maintenance assistance and relief.

NEW BUSINESS

SUMA CONVENTION REGISTRATION:

238-23 Paul: That the Village register two participants to attend the SUMA Convention in Regina in April and book hotel rooms once the registration period opens.
CARRIED

PUBLIC DISCLOSURE STATEMENT ANNUAL DECLARATION FROM COUNCIL:

239-23 Boettcher: That Public Disclosure Annual Statements be acknowledged as complete, as submitted by all Council members.
CARRIED

EMPLOYEE SICK/LIEU/VACATION TIME REPORT:

240-23 Paul: That Council acknowledge the report on available sick/lieu/vacation time for employees as presented.
CARRIED

EMPLOYEE BENEFITS – LONG TERM DISABILITY:

241-23 S. Jenny: That the employee benefits package have long-term disability coverage added for employees beginning January 1, 2024, cost shared at a 50/50 ratio between employee and employer and that short-term disability benefits be removed from the plan effective January 1, 2024.
CARRIED

BUDGETED TRANSFERS FROM GENERAL ACCOUNT TO SAVINGS ACCOUNT:

242-23 Boettcher: That the following transfers to internal accounts be made as per 2023 budget:

General to Recreation Repair account - $3,000

General to Capital Asset Savings - $62,804

General to Fire Call-out Savings - $ 5,946.40

CARRIED

TAX LIENS / ENFORCEMENT:

243-23 Paul: That current, registered tax liens for presented properties be removed, as tax arrears have been paid in full.
CARRIED

244-23 Boettcher: That tax liens be registered for presented properties with outstanding tax arrears and that the fee for registration be added to their tax accounts and notification of the registration be sent to the property owners.
CARRIED

HALL RENTAL FOR SKATING RINK FUNDRAISER:

Council discussed request from St. Louis Skating regarding Community Hall rental rate but did not make any concessions on rental fees.

FIREHALL COSTING / FUNDING & PROPOSAL FROM METIS SOCIETY:

245-23 Boettcher: That the Administrator work with the Rural Municipality of St. Louis No. 431 administration to obtain quotes on the construction of a building.
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

December meeting date.
Community Hall coffee maker.
Ice plant capital improvements required.
Fire Department wages paid to vehicle mechanics for internal service.
E-transfer payment received for Skating Rink invoice.
Rental of carpet shampooer for office cleaning.

246-23 S. Jenny: That the December Regular Meeting of Council be held on Wednesday December 6, 2023 at 4:30 PM at the Community Hall instead of Wednesday December 13, 2023.
CARRIED

247-23 Boettcher: That a new coffee maker be purchased for the Community Hall.
CARRIED

248-23 Boettcher: That an e-transfer be completed to transfer $1,870 from the General account to the St. louis Skating Rink account for a Skating Rink invoice that was paid by Mark Boyer – Learn to Play Program, to the Village account by e-transfer in error.
CARRIED

249-23 Paul: That a carpet shampoo machine be rented to clean the Village Office.
CARRIED

ADJOURN:

250-23 Mayor Caron: That this meeting adjourn.

CARRIED

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Mayor

_____
Administrator