A REGULAR MEETING OF
THE VILLAGE OF ST. LOUIS
HELD IN THE ST. LOUIS VILLAGE OFFICE
JUNE 12, 2024

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

AGENDA:
135-24 Paul: That the agenda be approved as presented.
CARRIED

MINUTES:
136-24 S. Jenny: That the minutes of the regular meeting of May 8th, 2024 be approved.
CARRIED

FINANCIAL REPORTS:
137-24 Boettcher: That the financial reports for the month ending May 2024 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:
138-24 J. Jenny: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
On-line	Affinity CU Mastercard	Credit Purchases – Maintenance	$ 872.14
7621	ASL Paving	Cold mix street patch	$ 3,990.55
7622	Tristen Boettcher	Council Remuneration	$ 800.00
7623	Canada Post	Water sample Postage	$ 170.30
7624	Marc Caron	Council Remuneration	$ 1,260.00
7625	C & D Septic	Lift station service	$ 1,491.00
7626	Jennifer Jenny	Council Remuneration	$ 800.00
7627	Shane Jenny	Council Remuneration	$ 500.00
7628	Chris Letendre	Bylaw enforcement / permit review	$ 675.52
7629	Meridian Surveys	Property pin establishment	$ 1,680.00
7630	Lake Country Co-Op	Maintenance supplies	$ 53.27
7631	Janelle Paul	Council Remuneration	$ 700.00
7632	P & M Tire Repair	Mower repair	$ 32.62
7633	Reed Security	Water plant annual security system	$ 398.93
7634	R M of St. Louis No. 431	Fire alarm call-out	$ 50.00
7635	Saskatchewan Research Council	Water sampling	$ 592.19
7636	Wapiti Regional Library	2024 Grant installment	$ 4,017.60
7637	Wilkinson Trucking Ltd.	Road Gravel – 4th Street	$ 2,664.00
7638	Xylem Canada	Lif station service & maintenance	$ 3,513.30
On-line	Sask Water	Contracted water	$11,857.95
7639	Greenland Waste	Waste collection services	$ 2,811.09
Direct Dep.	Robin Boyer	Admin Salary/Mileage/Meeting	$ 1,538.50
Direct Dep.	Ryan McCloy	Maintenance Salary	$ 1,200.00
On-line	Sask Tel	Village telephone services	$ 283.61
7640	Acklands Grainger	Maintenance supplies	$ 8.06
7641	Charles Repair & Service	Maintenance trimmer & repairs	$ 666.81
Direct	UNPS First Data	Debit Machine fees	$ 5.55
On-line	Sask Energy	Village Energy	$ 832.15
On-line	Sask Power	Village Power	$ 2,822.47
Direct Deposit	Robin Boyer	Admin Salary/Mileage	$ 2,553.92
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,547.81
On-line	MEPP	Pension Remittance	$ 1,808.84
7642	Receiver General of Canada	Tax Remittance	$ 3,061.50
On-line	SUMA	Benefits Remittance	$ 432.55
7643	Glen Lewis	Contracted W & S Oper/Lab	$ 627.90
Direct	UNPS First Data	Debit Machine fees	$ 8.01
Direct	Minister of Finance EPT	School Taxes collected	$44,210.52
Direct	UNPS	Debit machine	$ 1.91
		TOTAL	$100,540.57

CARRIED

CORRESPONDENCE:

139-24 Boettcher: That the following correspondence, being read, be filed:
CARRIED

Back to Batoche – Invitation for Mayor to attend the Opening Ceremonies at 9:30 AM on Friday July 19th, 2024. RSVP required by June 28.
Long Lake Insurance – Meet & Greet Event in Wakaw June 17 from 1:30 – 4:30 PM.
Munisoft – Updates on new General Ledger software that will begin to roll-out late 2024 and 2025.
Saskatchewan Rivers School Division – Monthly Board Highlights and Budget impacts.
Charles Repair & Service – Quote for a new municipal weed trimmer. $600.00 (20% of regular price)
Sask Housing Corporation – Notice that their 2023 Annual Report is now available on line.
North Central Transportation Planning Committee – Letter outlining services available to municipalities.
National Police Federation – Information regarding provincial proposal to create a Saskatchewan Marshals Service and the impact on RCMP.
UMAAS – Proposed resolution from urban administrator association lobbying province to create legislation requiring elected officials to arrange mandatory code of conduct training within the first 6 months of being elected or re-elected.
Xylem – Sewage lift station service reports. Both stations in good condition. Recommend to install stainless steel pump hoist chains. Quote for required chains is $3,577.99. Can include for 2025 budget.
B & B Enforcement – May Bylaw Report.
Traffic Radar Sign – Monthly stats.

140-24 S. Jenny: That Mayor Caron attend Back to Batoche Days Opening Ceremonies on July 19, 2024.
CARRIED

141-24 Boettcher: That the Village purchase a new weed trimmer for maintenance as per the presented quote from Charles Repair & Service.
CARRIED

142-24 Paul: That B & B Enforcement provide necessary Order to Remedy for nuisance yard properties on the presented list.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:
143-24 J. Jenny: That Council acknowledges the May 2024 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:
No formal written complaints received this month.

OCCUPATIONAL HEALTH & SAFETY:
No concerns brought forward this month.

OLD BUSINESS

STREET / SIDEWALK REPAIRS:
144-24 S. Jenny: That Council approve the presented street patch and sidewalk re-cap repair list as per 2024 capital budget.
CARRIED

FIRE HALL CONSTRUCTION PROJECT:
Council was provided an update on the status of a proposed fire hall building, with the project set to go out for tenders and consideration for location being completed.

PROPERTY AT 245 BUFFALO PARK ROAD:
Council was provided an update on the findings of a property pin survey for the parcel.

CAT CONTROL:
145-24 J. Jenny: That this item be tabled at this time.
CARRIED

PAST DUE DOG BYLAW VIOLATIONS:

146-24 Boettcher: That the Administrator contact municipal solicitor to discuss summary offences proceedings with unpaid violations, as per presented list.
CARRIED

COMMUNITY HALL REPAIRS:

147-24 S. Jenny: That consideration be given by Council to air conditioner and support stand repairs, once final quotes have been received.
CARRIED

NEW BUSINESS

ADMINISTRATOR VACATION DAYS:

148-24 J. Jenny: That the Administrator be approved for 26 requested vacation days:
June 28, July 4, 5, 8, 12, 15, 16, 19, 22, 25, 26, 29
August 2, 6, 9, 12, 13, 16, 19, 21, 22, 23, 26, 27, 29, 30 and that the Village Office be closed to the public on these dates and proper notice of the closures be given to the public via various communication networks.
CARRIED

MAINTENANCE VACATION DAYS:

149-24 Paul: That maintenance worker be approved for 10 vacation days:
August 19, 20, 21, 22, 23, 26, 27, 28, 29, 30 and that Glen Lewis be contracted with to cover those days for water sampling requirements and minor maintenance duties, as necessary.
CARRIED

SUMMER MAINTENANCE WORKER APPLICATIONS:

150-24 Boettcher: That Kaleb McDougall be hired for the part-time maintenance worker for 8 weeks beginning July 2, 2024 at a rate of pay of $15 per hour.
CARRIED

151-24 J.Jenny: That Council member Paul be excused from the balance of this meeting.
CARRIED

TAX LIENS 2024:

152-24 Boettcher: That letters be sent to property owners on presented list notifying them that unless tax arrears are paid in full a tax lien will be registered against the property in November of 2024.
CARRIED

FIRE COMMITTEE MEMBER APPOINTMENT:

153-24 J. Jenny: That Council accept the resignation of Council member Shane Jenny from his appointment to the St. Louis Fire Committee effective immediately.
CARRIED

154-24 S. Jenny: That Deputy Mayor Boettcher be appointed to represent the Village on the Fire Committee for the balance of 2024.
CARRIED

FIRE DEPARTMENT AMBULANCE VEHICLE TENDER:

155-24 S. Jenny: That the received tender of $350 from Glen Lewis be accepted for the disposal of the used ambulance that was gifted to the Fire Department and is not currently in service.
CARRIED

BUDGETED INTERNAL TRANSFERS 2024:

156-24 J. Jenny: That the following internal account transfers be completed in accordance with 2024 budget requirements:

$30,000 transfer from Municipal Fire account to General account
$77,140 transfer from Capital Asset account to General account
CARRIED

MUNICIPAL ELECTION:

157-24 Boettcher: That the Administrator be appointed to serve as Returning Officer for the 2024 municipal election in November 2024.
CARRIED

158-24 S. Jenny: That the following rates of pay be set for 2024 municipal election officials:

Returning Officer - $22/hour
Deputy Returning Officer - $20/hour
Poll Clerk - $19/hour
CARRIED

PAST DUE UTILITY ACCOUNTS:

159-24 J. Jenny: That a registered letter be sent to utility account owner from presented list providing 30 day notice of the transfer of the arrears from the utility to tax account for the property.
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Fire code building inspections.
Buffalo Park bulletin board photo.
Ball Diamonds.
Property boundary concerns for 333 Riverside Drive.
Hall exterior ash tray location.

160-24 Boettcher: That approval be given for the Lions Club to install a photo on the canopy bulletin board at Buffalo Park.
CARRIED

161-24 J. Jenny: That maintenance review and consider alternatives for location of exterior ash tray at St. Louis Community Hall.
CARRIED

ADJOURN:

162-24 Mayor Caron: That this meeting adjourn.
CARRIED

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Mayor

_____
Administrator