A REGULAR MEETING OF
THE VILLAGE OF ST. LOUIS
HELD IN THE ST. LOUIS VILLAGE OFFICE
MARCH 13, 2024_____

CALL TO ORDER:
The meeting was called to order at 4:45 P.M. by the Mayor.

ATTEND:
Councilors present: Mayor Marc Caron, Deputy Mayor Tristen Boettcher, Jennifer Jenny, Janelle Paul and Administrator Robin Boyer

49-24 Paul: That Council member Shane Jenny be excused from this meeting due to work commitments.
CARRIED

AGENDA:
50-24 J. Jenny: That the agenda be approved as presented.
CARRIED

VISITORS – B & B ENFORCEMENT – BYLAW SERVICES:
51-24 Boettcher: That the Village contract with B & B Enforcement Services for the provision of services from May 2024 – September 2024 at the same terms as in previous years.
CARRIED

MINUTES:
52-24 J. Jenny: That the minutes of the regular meeting of February 14th, 2024 be approved.
CARRIED

FINANCIAL REPORTS:
53-24 Paul: That the financial reports for the month ending February 2024 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:
54-24 Boettcher: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
On-line	Affinity CU M/C	P A Battery – Rec lights batteries	$ 69.76
7581	Canada Post	Office & Water sample Postage	$ 506.59
7582	Greenland Waste	Waste collection service	$ 2,773.95
7583	MacBeeners Business Goods	Hall supplies	$ 157.86
7584	NAPA Auto Parts	Maintenance supplies	$ 11.50
7585	Lake Country Co-Op	Maintenance fuel	$ 2,301.22
7586	Sask Research Council	Water sampling	$ 135.44
7587	Staples	Office supplies	$ 237.27
7588	Top Notch Construction	Shop building repairs	$ 3,155.85
Direct Dep.	Robin Boyer	Admin Salary/Mileage	$ 1,538.50
Direct Dep.	Ryan McCloy	Maintenance Salary	$ 1,200.00
On-line	Sask Tel	Village telephone services	$ 275.88
On-line	Sask Water	Contracted water	$ 9,807.69
Direct	UNPS First Data	Debit Machine fees	$ 5.55
On-line	Sask Energy	Village energy	$ 3,660.97
Direct Deposit	Robin Boyer	Admin Salary/Mileage	$ 2,553.92
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,547.80
On-line	MEPP	Pension Remittance	$ 1,808.84
7589	Receiver General of Canada	Tax Remittance	$ 3,061.51
On-line	SUMA	Benefits Remittance	$ 432.55
On-line	Sask Power	Village power	$ 6,878.61
7590	Glen Lewis	Contracted W & S Operator	$ 231.00
Direct	UNPS First Data	Debit Machine fees	$ 8.00
Direct	Minister of Finance EPT	School Taxes collected	$ 275.96
		TOTAL	$42,636.22

CARRIED

CORRESPONDENCE:
55-24 Paul: That the following correspondence, being read, be filed:
CARRIED

Technical Safety Authority of Saskatchewan – Plumbing and Gas Permit and Inspection information.
SGI – Notice confirming withdrawal of claim for theft/burglary at Skating Rink.
North Central Transportation Planning Committee – Information on services and memberships for municipalities.
Municipal Leadership Development Program – Information on training modules for elected officials and municipal staff targeting specific issues of importance to municipalities in Saskatchewan.
Canada Community Building Fund – Notice that Infrastructure Investment Plan (IIP) application to use existing grant funds for Fire Services Storage Building Construction has been received and is under review.
Saskatchewan Rivers School Division – Monthly Board Highlights.
Sask Power – Notice of removal of abandoned power equipment on McKenzie Avenue between 3rd and 4th Street.
SGI – Notice that the Village qualifies for a 15% discount on vehicle registration and insurance.
D C Asphalt Repair – Information on services provided.
Saskatchewan Housing Corporation – Updated St. Louis Housing Board Listing.
Government of Saskatchewan – Confirmation of CCBF grant funding to be received in March of 13,321.50. This amount has been applied for to be used as part of any firehall construction project.
Town of Nipawin – Information on upcoming November seminars for newly elected council members.
Traffic Radar Sign – Monthly stats.

REVIEW OF WATER TREATMENT PLANT READINGS:

56-24 J. Jenny: That Council acknowledge the February 2024 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:

57-24 Paul: That Council acknowledge the items in the formal Complaint Register for the month as having been dealt with in accordance with municipal policy and procedures.
CARRIED

OCCUPATIONAL HEALTH & SAFETY:

No concerns brought forward this month.

OLD BUSINESS

SIDEWALK BARRICADES:

58-24 Paul: That the Administrator provide information to Council regarding custom work policies, asset conditions and replacement costs and that further review of the request from the property owner be conducted at the April regular meeting of Council. That such information be relayed to the property owner via response letter.
CARRIED

RURAL MUNICIPALITY FIRE AGREEMENT:

59-24 Paul: That Council accept that the conditions of cost sharing in the Fire Agreement with the Rural Municipality to remain at a 45% Village and 55% Rural Municipality, with a commitment to addressing, with the Rural Municipality Council, all administrative and financial duties for each municipal entity.
CARRIED

60-24 J. Jenny: That Council endorse the proposal for the development of an operations manual from Voyageur, as presented, and this information be passed on to the Rural Municipality of St. Louis for their consideration.
CARRIED

2024 DRAFT BUDGET / TAX TOOLS:

Council reviewed documents as presented by administration for consideration of final adoption at the April regular meeting of Council.

SUMA CONVENTION:

61-24 J. Jenny: That Mayor Caron and the Administrator be confirmed participants for the SUMA Convention April 14-17, 2024 and all expenses related to

their attendance be paid in accordance with municipal rates and policies.
CARRIED

PROPERTY AT 245 BUFFALO PARK ROAD:

Council reviewed earlier response letter to property owner from May 2023 confirming the information was still valid.

NEW BUSINESS

DRAFT FINANCIAL STATEMENTS:

62-24 Boettcher: That the draft financial statements and audit findings letter be approved as prepared by MNP and presented by administration.
CARRIED

TANGIBLE CAPITAL ASSET POLICY / PLAN REVIEW:

63-24 J. Jenny: That the 20 year Tangible Capital Asset Plan be approved as presented with updates for 2024 Budget requirements and the removal of 2023 data and the inclusion of 2043 data.
CARRIED

UNPAID TAXES LISTING:

64-24 Boettcher: That the Unpaid Taxes Listing as presented by acknowledged and approved.
CARRIED

ADVERTISE LIST OF UNPAID TAXES:

65-24 Paul: That the Unpaid Taxes Listing be advertised in the next edition of the Wakaw Recorder and posted to the Village website and in the Village Office as required.
CARRIED

SKATING RINK SECURITY:

Council reviewed information regarding recent break and enter at Skating Rink facility and acknowledged the Skating Rink Board change in policies respecting the handing and safe keeping of cash receipts.

TRANSFER FUNDS FOR OPERATING CAPITAL:

66-24 Boettcher: That the Administrator transfer necessary funds from the Capital Asset Savings account in an amount not to exceed $83,540, to be used for operations prior to tax levy revenues being realized. These funds will be budgeted for transfer in 2024 to offset capital projects.
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Stray cat and animal trapping.
Grant and funding applications submitted for a Fire Service storage building.
Maintenance interactions with residents.
Controlled burn by Fire Department at park areas.

ADJOURN:

67-24 Mayor Caron: That this meeting adjourn.
CARRIED

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Mayor

_____
Administrator