A REGULAR MEETING OF
THE VILLAGE OF ST. LOUIS
HELD IN THE ST. LOUIS VILLAGE OFFICE
NOVEMBER 6, 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:
242-24 J. Jenny: That the agenda be approved as presented.
CARRIED

MINUTES:
243-24 S. Jenny: That the minutes of the regular meeting of October 8th, 2024 be approved.
CARRIED

FINANCIAL REPORTS:
244-24 Boettcher: That the financial reports for the month ending October 2024 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:
245-24 Paul: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
7712	Acklands Grainger	Emergency Plan supplies	$ 76.12
On-line	ACU Mastercard	ISC Services deposit	$ 300.00
7713	Brandt Tractor	Grader chains	$ 2,244.76
7714	Canada Post	Office / W&S Postage	$ 159.20
7715	C Bre Electric	SPS repair	$ 310.25
7716	C & D Septic	SPS , Park cleaning	$ 1,491.00
7717	Cleartech Industries	Water testing chemicals	$ 198.36
7718	Jennifer Jenny	Council Remuneration	$ 600.00
7719	Shane Jenny	Council Remuneration	$ 400.00
7720	John Deere Financial	Maintenance equipment repairs	$ 567.82
7721	MacBeeners	Hall & Skating Rink supplies	$ 498.03
7722	Ainsworth National	Ice plant start-up	$ 626.04
7723	Lake Country Co-Op	Maintenance supplies / fuel	$ 2,579.57
7724	Janelle Paul	Council Remuneration	$ 500.00
7725	Roto-Rooter	Sewer main service	$ 366.52
7726	SGI	Maintenance truck insurance	$ 1,288.06
7727	Saskatchewan Research Council	Water sampling	$ 101.58
7728	Wakaw Recorder	Election Notice advertising	$ 355.00
7729	MacBeeners	Sewer Chemicals	$ 497.50
7730	Saskatchewan Research Council	Water/Lagoon sampling	$ 456.75
Direct Dep.	Robin Boyer	Admin Salary/Mileage	$ 1,538.50
Direct Dep.	Ryan McCloy	Maintenance Salary	$ 1,200.00
On-line	Sask Water	Contracted water	$11,114.59
On-line	Sask Tel	Village telephone services	$ 271.94
7731	Joan Boyer	Election worker	$ 380.00
7732	The Clean Team	Range hood cleaning – hall/rink	$ 555.00
7733	Barb Daniel	Election worker	$ 400.00
7734	Greenland Waste	Waste collection services	$ 2,787.31
7735	Village of St. Louis	Uncollectible utility write-off	$ 170.40
On-line	ACU Mastercard	Water plant gen / grader repairs	$ 176.22
7736	Provincial Mediation Board	Tax enforcement	$ 40.00
7737	RM of St. Louis No. 431	Fire vehicle insurance	$ 13.88
Direct	First Data	Debit Machine Fees	$ 5.55
On-line	Sask Energy	Village energy	$ 1,819.18
Direct Deposit	Robin Boyer	Admin Salary/Mileage/Elections	$ 2,932.16
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,547.82
On-line	MEPP	Pension Remittance	$ 1,808.84
7738	Receiver General of Canada	Tax Remittance	$ 2,604.08
On-line	SUMA	Benefits Remittance	$ 432.55
On-line	Sask Power	Village power	$ 7,645.72
7739	Glen Lewis	Contract labour – W & S Oper.	$ 361.20
Direct	UNPS First Data	Debit Machine fees	$ 8.00
Direct	Minister of Finance EPT	School Taxes collected	$ 3,386.36

Direct	UNPS	Debit machine	$ 0.58
		TOTAL	$54,816.44

CARRIED

CORRESPONDENCE:

246-24 S. Jenny: That the following correspondence, being read, be filed:
CARRIED

Saskatchewan Housing Corporation – Notice of municipal operating surplus share of 5% for 2023 was $227.04
Sask Rivers School Division– Monthly Board Highlights Newsletter.
Western Municipal Consulting – Feedback survey request for information respecting assessment appeals and the 2025 re-valuation year.
National Police Federation – Updated survey information respecting RCMP services and the Saskatchewan Marshall Service.
Sask Energy – Information on proposed maintenance work for 2025 and request for any additional information respecting the Anglican Diocese Cemetery parcel adjacent to Highway #25.
Munisoft – Listing of software and equipment subject to annual Software Service Agreement and Equipment Maintenance Agreement.
Canada Summer Jobs Program – Notice that grant application period for summer 2025 program is open November 18 – December 19, 2024.
Landworks Civil Engineering – Letter outlining services.
Traffic Radar Sign – Monthly stats.

247-24 Boettcher: That the Canada Summer Jobs Program be applied to for a summer 2025 maintenance worker.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

248-24 J. Jenny: That Council acknowledges the October 2024 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:

249-24: Paul: That Council acknowledges the registered complaint and the action taken in response as outlined in the Complaint Register.
CARRIED

OCCUPATIONAL HEALTH & SAFETY:

No concerns brought forward this month.

OLD BUSINESS

FIREHALL PROJECT:

Council was provided an update on the status of the Firehall project, noting that Fire Committee was waiting on finalized quote from Zak's Building Centre for review and recommendation.

POLICY MANUAL:

250-24 Boettcher: That the Comprehensive Policy Manual be authorized as presented to be used as a reference guide for general operations of the municipality.
CARRIED

251-24 J. Jenny: That Policy GG-001 respecting the establishment of the Comprehensive Policy Manual be approved as presented
CARRIED

252-24 S. Jenny: That Policy GG-002 respecting policy development and approval be approved as presented
CARRIED

UTILITY SERVICES REQUEST:

253-24 Boettcher: That a response letter be provided outlining conditions that would be required of customer in order to provide municipal utility services at the requested location.
CARRIED

[redacted]

[redacted]

BYLAW ENFORCEMENT SERVICES:

254-24 Paul: That Council acknowledges that B & B Enforcement Services will no longer be able to provide municipal bylaw enforcement services.
CARRIED

NEW BUSINESS

EMPLOYEE VACATION / SICK TIME / LIEU TIME ACCRUALS:

255-24 J. Jenny: That the report on current employee vacation, sick time and lieu time accruals be accepted as presented.
CARRIED

TRANSFERS TO ACCOUNTS, RE: 2024 BUDGET:

256-24 Paul: That the following internal account transfers be completed as outlined in the 2024 operating and capital budget and that the Fire Call-out account be used as the Fire Hall Savings account:

Capital Savings to General Operating - $77,140
Fire Call-out to General Operating - $30,000
General Operating to Fire Hall Savings – 163,778
CARRIED

UNCOLLECTIBLE UTILITIES:

257-24 Boettcher: That the following uncollectible utility account be written off:

0612 0030 [redacted] $170.40
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

E-transfer of skating rink funds from municipal to skating rink account.
Administrator vacation day November 12, 2024.
Use of credit card for Skating Rink Concession supplies ordering.

258-24 S. Jenny: That approval be granted for the e-transfer of $780 of Skating Rink revenue from the General operating account to the Skating Rink account.
CARRIED

259-24 Paul: That the Administrator be approved for a vacation day to be used on Tuesday November 12, 2024.
CARRIED

ADJOURN:

260-24 Mayor Caron: That this meeting adjourn.
CARRIED

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Mayor

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Administrator