A REGULAR MEETING OF
THE VILLAGE OF ST. LOUIS
HELD IN THE ST. LOUIS VILLAGE OFFICE
OCTOBER 8, 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

218-24 Boettcher: That Council member Shane Jenny be excused until later in this meeting.
CARRIED

AGENDA:
219-24 Paul: That the agenda be approved as presented.
CARRIED

220-24 J. Jenny: That Council member Shane Jenny be excused until later in this meeting.
CARRIED

VISITOR – STACY TIENKAMP – RE: PARKING:
221-24 S. Jenny: That information be provided to the public regarding parking concerns on municipal streets, via social media and mail-out and research be done respecting regulations in other municipalities and potential local signage that could be installed.
CARRIED

MINUTES:
222-24 Boettcher: That the minutes of the regular meeting of September 11th, 2024 be approved.
CARRIED

FINANCIAL REPORTS:
223-24 J. Jenny: That the financial reports for the month ending September 2024 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:
224-24 S. Jenny: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
Direct	First Data	Debit Mahine Fees	$ 1.58
On-Line	ACU Mastercard	Purchase – Key for Fire Dep't	$ 16.65
7694	James Brake	Emergency Planning Meeting	$ 100.00
7695	Brandt Tractor	Grader repair parts	$ 415.80
7696	Canada Post	Water sample Postage/freight	$ 138.42
7697	C & D Septic	Park / Skating rink septic service	$ 496.65
7698	Flaman Sales	Pull mower blades	$ 286.11
7699	Jay's Transportation	Sewer parts freight	$ 95.33
7700	Munisoft	MS Office software renewal	$ 231.99
7701	Lake Country Co-Op	Maintenance supplies	$ 164.23
7702	SGI Canada	General municipal insurance	$27,996.72
7703	Saskatchewan Research Council	Water samples	$ 101.58
7704	Staples	Office supplies	$ 3.93
7705	Roger Topping	Grader repairs	$ 1,492.05
7706	Minister of Finance	FD Telecomm PPSTN	$ 1,515.15
7707	Munisoft	Office supplies – forms	$ 237.86
7708	Greenland Waste	Waste collection services	$ 2,789.69
7709	RM of St. Louis	Fire call-out	$ 1,111.80
On-line	Sask Water	Contract water	$11,514.25
Direct Dep.	Robin Boyer	Admin Salary/Mileage/Meeting	$ 1,638.50
Direct Dep.	Ryan McCloy	Maintenance Salary/Meeting	$ 1,300.00
On-line	Sask Tel	Village telephone services	$ 278.59
Direct	First Data	Debit Machine Fees	$ 5.55
On-line	Sask Energy	Village energy services	$ 586.59
On-line	Sask Power	Village power services	$ 3,747.69
Direct Deposit	Robin Boyer	Admin Salary/Mileage	$ 2,562.78
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,547.82
On-line	MEPP	Pension Remittance	$ 1,808.84

7710	Receiver General of Canada	Tax Remittance	$ 3,040.24
On-line	SUMA	Benefits Remittance	$ 432.55
7711	Glen Lewis	Contract W/S Oper / Labour	$ 774.90
Direct	UNPS First Data	Debit Machine fees	$ 8.00
Direct	Minister of Finance EPT	School Taxes collected	$ 6,431.00
Direct	UNPS	Debit machine	$ 1.32
		TOTAL	$72,874.16

CARRIED

CORRESPONDENCE:

225-24 S. Jenny: That the following correspondence, being read, be filed:
CARRIED

Canada Community Building Fund – Notice of payment installment of 2024-25 grant funding in amount of $13,176.
Sask Rivers School Division– Monthly Board Highlights Newsletter.
Canadian Paving Services – Services flyer.
Ministry of Highways – Letter outlining project on Highway #2 near Hoey, that was to be completed by September 30, 2024.
Munisoft – Confirmation of new Accounts Payable software training for $275.00 plus taxes.
Ministry of Justice – Notice of increase in minimum wage October 1, 2024 to $15/hour.
UMAAS – Notice of Fall workshop on Project Management in Shellbrook October 29. Registration required by October 10.
Katja McCord, LPN – Request of Council to advertise an on-line petition for insurance plans to provide more financial coverage for medical foot issues.
Water Security Agency – Lagoon Inspection Report.
SGI Canada – 2024/25 Municipal General Insurance documents.
Traffic Radar Sign – Monthly stats.

226-24 Boettcher: That the Lagoon Inspection Report from Water Security Agency be acknowledged as presented.
CARRIED

227-24 J. Jenny: That the 2024/25 municipal general insurance documents from SGI Canada be acknowledged and accepted as presented.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

228-24 Boettcher: That Council acknowledges the September 2024 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:

229-24: J. Jenny: 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

TAX LIEN REQUIREMENTS:

230-24 Paul: That tax liens, as required per presented list, be registered on November 1, 2024 and property owners be notified of the registration.
CARRIED

231-24 S. Jenny: That further tax enforcement proceedings be initiated on existing tax lien properties, as presented.
CARRIED

BYLAW ENFORCEMENT SERVICES:

Council was updated on current bylaw enforcement services for 2024 and acknowledged some service concerns. Administrator will discuss with B & B Enforcement Services.

232-24 S. Jenny: [redacted]

CARRIED

NEW BUSINESS

EMERGENCY PLAN REVIEW:

233-24 S. Jenny: That changes to the Emergency Plan document, as presented from the Emergency Planning Committee, be approved for incorporation into the Plan document, updating contact information.
CARRIED

SNOW CLEARING PRIORITY LIST REVIEW:

234-24 Paul: That the Snow Clearing Priority List be accepted, as presented, with no changes required.
CARRIED

RATE FOR HALL RENTAL – METIS NATION ELECTION 2025:

235-24 Boettcher: That the Hall rental rate for the 2025 Metis Nation of Saskatchewan Election be set at $200 per day, similar to payments made for Provincial and Federal Election rentals.
CARRIED

DRAFT POLICIES - EMPLOYEE SAFETY CLOTHING & PROTECTIVE GEAR / CUSTOM MAINTENANCE WORK:

236-24 S. Jenny: That the Employee Safety Clothing & Protective Gear Policy be approved as presented.
CARRIED

237-24 S. Jenny: That the Custom Work Policy be approved as presented.
CARRIED

POLICY MANUAL:

238-24 J. Jenny: That the Administrator continue work and development on a draft Policy Manual for presentation to Council at a future meeting.
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Traffic sight lines / encroaching trees
Street paving contractor update
Maintenance tools/equipment
Water/sewer service request to RM parcel on Highway #25

239-24 Boettcher: That Council acknowledge the issues with contractor All-Sask Paving and their need to postpone 2024 street repair areas until the spring of 2025. It is noted that funding under the Canada Community Building Fund in the amount of $49,255 will be carried forward to support these 2025 costs.
CARRIED

240-24 J. Jenny: That a set of tire chains be purchased for the Maintenance grader at the quoted price of approximately $2,000 from Brandt Tractor.
CARRIED

ADJOURN:

241-24 Mayor Caron: That this meeting adjourn.
CARRIED

_____
Mayor

_____
Administrator