A REGULAR MEETING OF
THE VILLAGE OF ST. LOUIS
HELD IN THE ST. LOUIS VILLAGE OFFICE
APRIL 9, 2025_____

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, Joanne Moisan, Loretta Vandale and Administrator Robin Boyer

65-25 Boettcher: That the vacancy on Council be recognized by all members present and Council member Vandale be excused until later in this meeting.
CARRIED

AGENDA:
66-25 Moisan: That the agenda be approved as presented.
CARRIED

67-25 Boettcher: That Council member Vandale be recognized as present at this meeting.
CARRIED

VISITOR – STACY TIENKAMP - PARKING:
68-25 Vandale: That a draft traffic / parking bylaw be drafted with clauses respecting on-street parking direction, for Council review and consideration and that information notifying the public that Council is considering this action be given to the public.
CARRIED

MINUTES:
69-25 Moisan: That the minutes of the regular meeting of March 12th, 2025 be approved.
CARRIED

FINANCIAL REPORTS:
70-25 Boettcher: That the financial reports for the month ending March 2025 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:
71-25 Vandale: That the following accounts be approved for payment:

CHECK #	PAYEE	DESCRIPTION	AMOUNT
7823	Canada Post	Office / W & S Postage	$ 105.75
7824	Flaman Sales	Maintenance supplies	$ 42.25
7825	Gourlay & Associates	Admin Bylaw training	$ 336.00
7826	John Deere Financial	Equipment repair/service parts	$ 806.22
7827	Chris Letendre	Firehall plan review	$ 1,586.57
7828	MacBeeners	Maintenance supplies	$ 41.22
7829	MNP LLP	Audit	$ 7,776.75
7830	OuBavo Inc.	Annual website hosting	$ 199.67
7831	Lake Country Co-Op	Maintenance supplies	$ 32.17
7832	RM of St. Louis	Fire call out	$ 71.20
7833	Saskatchewan Research Council	Water samples	$ 135.44
7834	SPRA	Annual membership	$ 50.00
7835	Staples Business	Office supplies	$ 309.19
7836	St. Louis Curling Club	RBC Bonspiel Donation	$ 1,500.00
On-Line	Sask Water	Monthly water contract	$ 8,936.43
7837	Greenland Waste	Waste collection services	$ 2,807.76
7838	John Deere Financial	Tractor repair parts	$ 62.51
7839	MacBeeners	Hall supplies	$ 59.94
7840	Mann Northway	Truck repair parts	$ 28.28
7841	Paige Regnier	Meter deposit refund	$ 26.00
Direct Dep.	Robin Boyer	Admin Salary/Mileage	$ 1,538.50
Direct Dep.	Ryan McCloy	Maintenance Salary	$ 1,300.00
On-line	Sask Tel	Village telephone services	$ 275.46
On-line	Sask Energy	Village energy services	$ 2,000.90
7842	Tristen Boettcher	Bereavement for council member	$ 200.00
7843	Cold-Line Refrigeration	Hall cooler servicing	$ 271.80
7844	Joanne Moisan	SUMA Convention expenses	$ 1,213.52
Direct	UNPS First Data	Debit Machine service fees	$ 5.55
On-line	Sask Power	Village power services	$ 3,302.03

Direct Deposit	Robin Boyer	Admin Salary/Mileage	$ 2,753.42
Direct Deposit	Ryan McCloy	Maintenance Salary	$ 1,546.69
On-line	MEPP	Pension Remittance	$ 1,901.08
7845	Receiver General of Canada	Tax Remittance	$ 3,251.83
On-line	SUMA	Benefits Remittance	$ 468.49
7846	Glen Lewis	Cont W & S Operator / Labour	$ 304.50
Direct	UNPS First Data	Debit Machine service fees	$ 8.00
Direct	Minister of Finance EPT	School Taxes collected	$ 393.42
Direct	UNPS	Debit machine	$ 1.59
		TOTAL	$45,650.13

CARRIED

72-25 Vandale: That Council member Boettcher be reimbursed $200 for bereavement gift for Council Member Richard's family.
CARRIED

CORRESPONDENCE:

73-25 Vandale: That the following correspondence, being read, be filed:
CARRIED

AED Advantage – Defibrillator at Skating Rink/Hall has pads expiring in June and the unit is potentially ready to be upgraded to a newer model. Current unit is from 2013. Replacement pads will be about $500 and a new model will be approximately $4,000.

Xylem – Quote for annual preventative maintenance on sewage liftstations. Can enter into a 1, 2 or 3 year agreement. 1 or 2 years is $3,620 per year and a 3 year agreement will be $3,500 per year. It is done every year and is included in the 2025 draft budget.

Environment and Climate Change Canada – Information on code of practice for the reduction of volatile organic compound (VOC) emissions from cutback and emulsified asphalt. Asking municipalities to help reduce VOC emissions from asphalt by discussing with contractors.

Urban Municipal Administrators Association of Saskatchewan – Notice of UMAAS convention June 3-6 in Saskatoon. Require a motion of Council for administrator to attend and close office for those dates. Registration costs are $210 plus accommodation and travel expenses for a total of approximately $1,000. Administrators are required to attend convention or workshops every year to maintain UMAAS certification and membership. Attendance at earlier workshop in April qualifies for 2025.

Access Communications – Information provided for process to have underground line locates done for Access Communications infrastructure.

Canada Community Building Fund – Notice of 2024-25 Installment 2 of the CCBF Grant being transferred to the Village in March.

Saskatchewan Ministry of Finance– Notice that a penalty fee charged to the Village PST account for late filing from November 2024, during the Canada Post strike, has been waived and account has been credited.

Ministry of Government Relations – Notice of the 2025 Education Property Tax Mill Rates. Rates have been reduced slightly in 2025 which will result in the portion of school taxes on local tax accounts decreasing over 2024.

Building & Technical Standards – Building and Technical Standards update newsletter outlining legislation changes and workshop opportunities.

St. Louis Public School – Notification that the annual Duck Derby will be held on May 15 and they would like to use the Buffalo Park again for the event.

Water Security Agency – Copy of new Permit to Operate received.

Fer-Marc Equipment – Information on Zamboni service/maintenance summer inspection program.

74-25 Moisan: That replacement battery/pads be purchased for the Skating Rink/Community Hall defibrillator.
CARRIED

75-25 Vandale: That a 3 year service quote be accepted as presented by Xylem for sewage lift station preventative maintenance.
CARRIED

76-25 Boettcher: That the administrator be registered to attend the UMAAS Convention in Saskatoon June 3-6, 2025 and expenses be covered as required.

CARRIED

77-25 Boettcher: That the new 20 year Permit to Operate a Waterworks be acknowledged as presented from Water Security Agency.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

78-25 Moisan: That Council acknowledges the March 2025 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:

No formal complaints registered this month.

OCCUPATIONAL HEALTH & SAFETY:

No concerns brought forward this month.
Council discussed the future of installing seasonal decorations in a safe manner.

OLD BUSINESS

PARTICIPACTION COMMUNITY CHALLENGE:

79-25 Boettcher: That this item be removed from future meeting agendas.
CARRIED

FIRE HALL CONSTRUCTION PROJECT:

Council held discussion on the following:
Firehall colors, site signage, ground breaking ceremony, notice to rate payers, utility service quotes, building permits, additional costs, including interior finishing.

80-25 Boettcher: That Sask Power / Sask Energy quotes for firehall service be accepted as presented.
CARRIED

81-25 Boettcher: That the building and development permits for the firehall project be approved.
CARRIED

82-25 Vandale: That application to the First Nations and Metis Community Partnership Projects program be submitted for the Firehall project.
CARRIED

BUDGET 2025:

Council reviewed and discussed changes to draft 2025 operating/capital budget as presented.

NEW BUSINESS

2024 FINANCIAL STATEMENTS:

83-25 Moisan: That the final 2024 Financial Statements and Audit Findings Report from MNP be approved as presented.
CARRIED

FINANCIAL REPORT SUMMARY FOR DISTRIBUTION:

84-25 Boettcher: That the 2024 Financial Report Summary be distributed to tax payers with 2025 Tax Notices and be uploaded to the Municipal website and Community Facebook page.
CARRIED

DOCUMENT DESTRUCTION:

85-25 Vandale: That the presented Document Destruction list be approved and that the Administrator carry out the destruction of the listed documents in accordance with legislated regulations.
CARRIED

MINIMUM / BASE TAX & MILL RATE FACTORS:

Council reviewed information respecting a bylaw that will be required to set base tax and mill rate factors.

STREET / SIDEWALK REPAIR 2025:

Council reviewed preliminary information respecting street and sidewalk repair requirements for 2025.

TRANSFER FIRE DEPARTMENT 2025 BUDGET FOR PPE:

86-25 Moisan: That $10,000 be transferred from the general account to the Fire PPE account as per the Agreement with the RM of St. Louis, for annual budget purposes.
CARRIED

VACANCY ON COUNCIL / BY-ELECTION:

87-25 Moisan: That a municipal by-election be scheduled for Wednesday June 18, 2025 with an advance poll for June 11, 6 – 9 PM.
CARRIED

88-25 Moisan: That the administrator be appointed as the Returning Officer for the by-election and begin carrying out duties to facilitate the process.
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Tax Lien accounts.
SUMA convention expenses.
Controlled burn at Lions Park area.
Invitation to property owner to attend next Council meeting.
Back to Batoche celebration.

89-25 Boettcher: That Mike Epp be invited to attend the next regular meeting of Council.
CARRIED

ADJOURN:

90-25 Mayor Caron: That this meeting adjourn.
CARRIED

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Mayor

_____
Administrator