

A REGULAR MEETING OF  
 THE VILLAGE OF ST. LOUIS  
 HELD IN THE COMMUNITY HALL  
 APRIL 14, 2021

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CALL TO ORDER:

The meeting was called to order at 4:30 P.M. by the Deputy Mayor.

ATTEND:

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

61-21 J. Jenny: That Mayor Caron and Council member Shane Jenny be excused until later in this meeting and that Deputy Mayor Paul chair the meeting.  
CARRIED

AGENDA:

62-21 Boettcher: That the agenda be approved as presented.  
CARRIED

MINUTES:

63-21 J. Jenny: That the minutes of the regular meeting of March 10<sup>th</sup>, 2021 and special meeting of March 31<sup>st</sup>, 2021 be approved.  
CARRIED

FINANCIAL REPORTS:

64-21 Boettcher: That the financial reports for the month ending March 2021 be acknowledged.  
CARRIED

ACCOUNTS PAYABLE:

65-21 Boettcher: That the following accounts be approved for payment:

<u>CHECK #</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
6792	Anderson Pumphouse	Maintenance supplies	\$ 37.86
6793	Charles Repair	Maintenance repairs	\$ 114.91
6794	Clartech Industries	Water sample chemicals	\$ 145.93
6795	Kleen Bee	Maintenance supplies	\$ 18.38
6796	Minister of Finance	PPSTN Fire Dept Telecomm	\$ 932.40
6797	Ainsworth National	Ice Plant shut-down	\$ 620.49
6798	Lake Country Co-Op	Maintenance supplies	\$ 109.86
6799	Queen's Printer	Assessment Ad / Legislation	\$ 234.75
6800	Sask Research Council	Water sampling	\$ 138.70
6801	Staples Business	Office Supplies	\$ 289.92
6802	Traffic Logix	Radaar sign repair parts	\$ 57.75
6803	Wakaw Recorder	Tax Listing Ad	\$ 274.68
Direct Dep.	Robin Boyer	Admin Salary/Mileage/FC Meeting	\$ 1,636.40
Direct Dep.	Ryan McCloy	Maintenance Salary	\$ 1,000.00
6804	Canada Post	Water Sample Postage	\$ 118.24
6805	Greenland Waste	Waste Collection Contract	\$ 2,589.14
6806	Mr. J's Maintenance	Roto roter service – sewer main	\$ 874.13
On-line	Sask Tel	Village Telephone	\$ 271.74
Direct	FCM – GMF	Lagoon Construction loan payment	\$28,892.91
On-line	Sask Water	Water Contract	\$ 9,459.99
On-line	Collabria MC	Canadian Tire – Maint. Supplies	\$ 391.74
6807	Ou bavo	Website Hosting 2021	\$ 199.67
Direct	UNPS – Debit	Service fees/bank charges	\$ 5.55
On-line	Sask Energy	Village Energy	\$ 1,676.86
Direct Deposit	Robin Boyer	Admin Salary	\$ 2,071.61
Direct Deposit	Ryan McCloy	Maintenance Salary	\$ 1,470.71
On-line	MEPP	Pension Remittance	\$ 1,594.80
6808	Receiver General of Canada	Tax Remittance	\$ 2,593.70
On-line	SUMA	Benefits Remittance	\$ 337.96
On-line	Sask Power	Village Power	\$ 3,187.95
6809	Glen Lewis	Contracted W & S Oper.	\$ 189.00
6810	Michael Richard	Casual Labour – Maint / W & S	\$ 60.00
Direct	UNPS / First Data	Debit Machine Fees	\$ 8.00
Direct	Minister of Finance – EPT	School taxes collected	\$ 1,428.16
Direct	UNPS / First Data	Debit Machine Fees	\$ 1.00
		<b>TOTAL</b>	<b>\$63,033.99</b>
		<u>CARRIED</u>	

CORRESPONDENCE:

66-21 J. Jenny:

That the following correspondence, being read, be filed:

CARRIED

Water Security Agency – Updated copies of Permits to Operate for both Waterworks and Sewage works, effective until March 31, 2026. WSA also provided a copy of a recent Waterworks inspection report that noted no deficiencies.

Bloom Branches – Information regarding the launch of a new municipal magazine and leadership training that they can provide.

Ministry of Corrections, Policing and Public Safety – Notice of a change in our Regional Coordinator for the Fine Option/Community Service Order Program.

Federation of Canadian Municipalities – Notice that the Green Municipal Fund Loan agreement payment, for the sewage lagoon, will be withdrawn from the Village account on April 14, 2021 in the amount of \$28,892.91. There will be one final payment due in October of 2021.

Municipalities of Saskatchewan – Notice that all payments of invoices can be made through on-line banking. Require a motion from Council to authorize on-line payment of all future Municipalities of Saskatchewan invoices.

UMAAS – Administrator Association Quarterly Newsletter.

City of Humboldt – Copy of a letter they forwarded to Sask Water regarding rates on the Wakaw-Humboldt Pipeline.

Ministry of Government Relations – Updated information on 2021 Education Property Tax Mill rates.

Sask Energy – Notice that they will be conducting natural gas line inspections in the area in April and May. Council may want to notify the public that this may be occurring in the community.

RCMP Wakaw – Request input on priorities for upcoming year.

SAMA – 2020 annual report

Traffic Radar Sign – Monthly stats.

67-21 Boettcher:

That the Village Administrator be authorized to make all payments to Municipalities of Saskatchewan through on-line banking services.

CARRIED

68-21 J. Jenny:

That notice be sent out to all residents, via the Newsletter, that Sask Energy will be testing natural gas lines in the area.

CARRIED

69-21 J. Jenny:

That a letter be forward to the RCMP for their Annual Performance Plan outlining the community's priorities as Community and Traffic Safety and police visibility.

CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

70-21 Boettcher:

That Council acknowledge the March 2021 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 past month.

Gallery visitor was given floor to outline concerns with the municipal maintenance building. Council will complete an inspection of the maintenance shop building prior to the next regular meeting of Council in May.

OCCUPATIONAL HEALTH & SAFETY:

No relevant issues or concerns were brought forward at this meeting.

**OLD BUSINESS**

PROPOSED SUB-DIVISION PLAN:

Administrator provided an update to Council on the proposal, noting that the plan has been submitted by the applicant to Community Planning for their review and that they will be in contact with the Village to review concerns prior to issuing approval.

MUNICIPAL WEBSITE:

71-21 J. Jenny That OuBavo continue to be the web-hosting provider and that the Administrator look at internal options to update the municipal website.  
CARRIED

ADMINISTRATIVE LAPTOP COMPUTER:

72-21 Boettcher: That a laptop computer budget of \$1,000 be set for administration to be used for remote work, as necessary and that the Administrator source a unit for Council approval.  
CARRIED

BANK ACCOUNTS – GAS TAX FUND, LAGOON, FIREHALL:

73-21 Boettcher: That the following transfers and re-alignment of bank accounts be completed to streamline accounts:

- \$19,562 be transferred from General account to Utility Infrastructure for 2020 surplus;
- \$11,250 of municipal funds plus \$13,750 received from the RM of St. Louis be placed into a newly created Fire Personal Protective Equipment account for the annual expenses to be realized for fire protective clothing, as per the Fire Agreement with the RM of St. Louis.

CARRIED

**NEW BUSINESS**

DRAFT FINANCIAL STATEMENTS:

74-21 Boettcher: That the draft financial statements for 2020 be approved as presented.  
CARRIED

DOCUMENT DESTRUCTION:

75-21 J. Jenny: That all 2013 documents be destroyed in accordance with regulations as per the presented list.  
CARRIED

BYLAW NUMBER ONE OF 2021 – BUILDING OFFICIAL – FIRST READING:

76-21 Boettcher: That Bylaw Number One of 2021, a bylaw to appoint a Building Official, be given first reading.  
CARRIED

BYLAW NUMBER ONE OF 2021 – BUILDING OFFICIAL – SECOND READING:

77-21 Boettcher: That Bylaw Number One of 2021, a bylaw to appoint a Building Official, be given second reading.  
CARRIED

BYLAW NUMBER ONE OF 2021 – BUILDING OFFICIAL – ALL THREE READINGS:

78-21 J. Jenny: That Bylaw Number One of 2021, a bylaw to appoint a Building Official, be given all three readings at this meeting.  
CARRIED UNANIMOUSLY

BYLAW NUMBER ONE OF 2021 – BUILDING OFFICIAL – THIRD READING:

79-21 Boettcher: That Bylaw Number One of 2021, a bylaw to appoint a Building Official, be given third and final reading.  
CARRIED

80-21 J. Jenny: That the Building Official Service Agreement be approved as presented and that the agreement be entered into with B & B Enforcement Services.  
CARRIED

MUNICIPAL FACEBOOK PAGE:

81-21 Boettcher: That Deputy Mayor Paul create a draft municipal Facebook page for Council to review.  
CARRIED

UTILITY ACCOUNT – 341 – 2<sup>nd</sup> STREET:

82-21 J. Jenny: That the customer be given a 12 month payment plan to pay down the March utility charges created by the water loss issue at their property.  
CARRIED

GAS TAX FUND – INFRASTRUCTURE INVESTMENT PLAN (IIP):

83-21 Boettcher: That the Administrator prepare an IIP to apply for Gas Funds to complete street and sidewalk repair in 2021.  
CARRIED

2021 BUDGET, CAPITAL PLAN, BASE TAX, MILL RATE FACTORS:

Council discussed and completed final review of Budget, Capital Plan and tax tools for 2021. Budget to be passed at the May 12, 2021 regular meeting of Council.

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

107 Buffalo Park Road Tax Account  
Contingency Plan for Administration employee absences  
Firehall building  
Gravel in grass ditches

ADJOURN:

84-21 Deputy Mayor Paul:

That this meeting adjourn.

CARRIED

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Deputy Mayor

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Administrator