

A REGULAR MEETING OF
 THE VILLAGE OF ST. LOUIS
 HELD IN THE VILLAGE OFFICE
 APRIL 8, 2013

CALL TO ORDER:

The meeting was called to order at 5:00 P.M. by the Mayor.

ATTEND:

Councillors present: Mayor Les Rancourt, Marc Caron, Derek Jenny, Aimee McDougall, Lloyd McDougall and Administrator Robin Boyer

62-13 Caron: That Councillor A. McDougall be excused until later in this meeting.

CARRIED

AGENDA:

63-13 Jenny: That the agenda be approved as amended.

CARRIED

64-13 Caron: That Councillor A. McDougall be acknowledged as present.

CARRIED

MINUTES:

65-13 L. McDougall: That the minutes of the regular meeting of March 11, 2013 be approved.

CARRIED

FINANCIAL REPORTS:

66-13 Jenny: That the financial reports for the month ending March 2013 be acknowledged.

CARRIED

ACCOUNTS PAYABLE:

67-13 L. McDougall: That the following accounts be approved for payment:

<u>CHECK #</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Debit	UNPS – Debit Machine	Bank Charges	\$ 1.80
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
Debit	Sask Water	Monthly Water Contract	\$ 8,095.28
Debit	Sask Tel Mobility	Maintenance Cell Phone	\$ 62.78
4258	Robin Boyer	Admin Salary	\$ 1,000.00
4259	Canada Post	Office Postage	\$ 208.04
4260	E & L Construction	Contract Tractor Repair	\$ 30.00
4261	Happy Go Lucky Café & Gas Bar	Maintenance Fuel	\$ 517.68
4262	Edward Lussier	Maintenance Salary	\$ 800.00
4263	Meyers Norris Penny	Audit Installment	\$ 2,766.00
4264	SUMA	2013 Membership	\$ 1,078.80
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
Direct	FCM – GMF	Lagoon Finance	\$ 32,853.03
4265	Helene Blais	Hall Payment Refund	\$ 105.00
4266	Greenland Waste	Waste Service contract	\$ 2,362.46
Debit	UNPS	Debit Machine Service	\$ 5.50
4267	Michael Richard	Contracted Lab – Snow	\$ 1,125.00
Direct	Sask Energy	Monthly Energy	\$ 2,363.35
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
M/C	Sask Finance – Minister of Health	Water Samples	\$ 73.50
Direct	Sask Tel	Monthly Telephone	\$ 410.25
Direct	Sask Power	Monthly Power	\$ 2,754.92
4268	Robin Boyer	Administrator Salary	\$ 1,929.96
4269	Edward Lussier	Maintenance Salary	\$ 1,576.94
4270	MEPP	Pension Remittance	\$ 1,320.82
4271	Receiver General of Canada	Tax Remittance	\$ 2,487.34
4272	SUMA	Benefits Remittance	\$ 492.41
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
Debit	UNPS	Debit Machine Service	\$ 5.00
4273	Glen Lewis	Contracted W & S Oper.	\$ 160.00
4274	Sask Rivers School Division	School Taxes Collected	\$ 149.05
		TOTAL	\$ 64,818.91
		<u>CARRIED</u>	

CORRESPONDENCE:

68-13 A. McDougall: That the following correspondence, being read, be filed:

Wildlife Control Supplies – Price quote for a live animal trap (\$350) that could be used by Maintenance. Can we purchase one?

69-13 A. McDougall: That a live animal trap be purchased from Wildlife Control Supplies.

CARRIED

70-13 Jenny:

Generator Quotes – Administrator received quotes on a generator (\$400 - \$900). Maintenance did not think he would use it much.

That the Administrator search for the best possible price for a generator and purchase one at that time.

CARRIED

South Sask River Watershed Stewards – Offering a free membership for 2013.

SUMA – Minimum Tax update – Legislation is being changed to allow municipalities to charge different minimum tax on vacant and improved lots.

UMAAS – Information on annual convention.

In Motion – Information on physical activity trends in Saskatchewan.

Government of Saskatchewan – Information on 2013 Provincial Budget.

Ministry of Government Relations – Information on Gas Tax Funding program.

Government of Saskatchewan – Notice that revenue sharing has been increased to \$102,230 for 2013. This represents a \$10,408 increase over 2012.

SaskRivers Canadian Heritage River – Information on designating the South Saskatchewan River as a Canadian Heritage River.

Government of Saskatchewan – Notice of payment of our second installment of the NDGTF in the amount of \$12,706.70. This amount must be transferred to the GAS Tax Fund account we have set up until it is used.

SUMA – Information on new 2013 Membership Fees

SUMA – Urban Voice magazine for Council members

Saskatchewan Parks & Recreation Association – Call for nominations for Board of Directors

Royal Canadian Legion – Request for Village to advertise in annual recognition book

Sagehill Community Futures – Information and registration for upcoming Municipal Infrastructure Conference to be held in Humboldt April 24 -25.

SUMA – Information on flooding preparedness.

Consulting Engineers of Saskatchewan – 2013 Directory.

Workers' Compensation Board – Information on hearing loss injuries.

Meyers Norris Penny – Final copies of the 2012 audited financial statement were received.

UMAAS – Quarterly newsletter

Provincial Pothole & Paving – Information on services for street repairs.

Saskatchewan Administrative Tribunals Association – Information on their organization and what they can offer municipalities, including training and networking respecting Appeals Boards and Tribunals.

Water Security Agency – Information on Flood Preparedness Program to assist Saskatchewan communities. This program will provide funds for technical assistance, long term construction measures, sand bags and short term protection for flood prone areas.

Government of Saskatchewan – Student Summer Works Program applications are now being accepted until April 22, 2013. The Village will apply under this program for a summer student.

CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

71-13 Jenny:

That Council acknowledges the March 2013 Water Treatment Plant Readings as being complete and accurate after their review of said documents.

CARRIED

OLD BUSINESS

COMPLAINTS RESPONSE REGISTER:

72-13 Caron:

That the complaint response register, having been reviewed, be acknowledged as complete for the month of March 2013.

CARRIED

DEVELOPMENT VIOLATION:

73-13 A. McDougall:

That an "Order to Remedy" respecting a Development Bylaw violation, requiring the removal of the illegally placed building (Medallion Home) on Parcel K, Plan 66PA16217, Ext. 0 in the Village of St. Louis, located at 543 Lefevre Avenue, issued to you on January 15, 2013, be rescinded.

This Order will be rescinded, at this time, after consideration was given to a request to bring this development into compliance with the Village of St. Louis Zoning & Development Bylaw without complete removal of the building.

In order to facilitate this compliance, the property owner will need to complete the following requirements:

(1) Apply for a subdivision for the current parcel, creating a second, separate, parcel for the Medallion Home and to provide confirmation of this, in writing, from the land surveyor who has prepared the subdivision application on your behalf.

(2) Enter into a servicing agreement for the provision of any required services into the newly created parcel. The Village will consider any servicing requirements respecting utility services, roads, street lights, etc. at the time that a subdivision application is received.

(3) Register the subdivision plan with Information Services Corporation (ISC – Land Titles) as soon as possible after the plan has been approved by the Director of Community Planning.

(4) Apply for a Development permit for the Medallion Home once the subdivision is approved and separate parcels are created.

(5) Apply for a Water/Sewer Service Connection in accordance with Schedule “A” of Village of St. Louis Bylaw Number Five of 2008, respecting utility service connections. It should be noted that the potable water supply should have a dedicated service line to the property complete with curbside shut-off valve at the property line and a metering device (which will be provided by the Village) installed in the property. The new parcel will not be able to be serviced with municipal sewage works and a Public Health approved system for sewage works will be required.

(6) Move the Medallion Home eastward, respecting all set back requirements in the Village Zoning Bylaw, respecting any new boundaries created by the subdivision parcel.

It is expected that the property owner comply with item (1) by April 30, 2013, item (2) at the time that the Village requires it, item (3) as soon as possible after subdivision approval and that items (4), (5) and (6) be completed within ninety (90) days of approval of the new subdivision parcel. If the subdivision application is not approved by Saskatchewan Community Planning, for any reason, or if this violation is not brought into complete compliance as stated above, the Village will issue a new “Order to Remedy” Notice, requiring the complete removal of the illegal building. There will be no further amendments to this process. Any costs or fees required to bring this Bylaw violation into complete compliance will be the responsibility of the property owner.

IN FAVOUR: Mayor Rancourt, Councillors Caron, A. McDougall, L.

McDougall

OPPOSED: Councillor Jenny

CARRIED

EMERGENCY RESPONSE COMMITTEE:

74-13 A. McDougall: That this item be tabled until next meeting of Council in April.

CARRIED

WASTE RATE CHANGES - NCSWMC:

Council was informed that a 5% increase has become effective and our costs to haul to the landfill have been increased from Greenland Waste. We are still awaiting information on NCSWMC and services and savings that they may provide us.

CREEK EROSION ISSUE:

Council was given an update of the situation and process from getting any remedial work completed.

2013 DRAFT BUDGET & 5 YEAR CAPITAL PLAN:

75-13 Caron: That the 2013 Draft Budget and 5 Year Capital Plan be reviewed and any comments or concerns be provided to the Administrator prior to the next meeting of Council.

CARRIED

76-13 A. McDougall: That the Agenda be moved to item # 17.

CARRIED

SIGN CORRIDOR:

77-13 L. McDougall: That Lynn Regnier be asked to attend the May meeting of Council to discuss further.

CARRIED

78-13 A. McDougall: That the Agenda be moved to item # 16.
CARRIED

VISITOR – CELINA ROYER – DOG BYLAW INFRACTIONS:

79-13 A. McDougall:

[REDACTED]

80-13 Jenny: That the Agenda be moved to item # 14.
CARRIED

PROPOSED LUSSIER MONUMENT – VISITOR EDWARD LUSSIER:

81-13 Caron: That the Lussier family be allowed to erect a Wall of Fame at the Community Hall, with the approval of the Lions Club, in the name of former Mayor Emile Lussier and to place a plaque outlining his accomplishments for the community.
CARRIED

82-13 Caron: That the Agenda be followed in order of remaining items; #15, #18 - #21.
CARRIED

NEW BUSINESS

VISITOR – EDWARD LUSSIER – MAINTENANCE UPDATE:

Council received a letter from Maintenance Foreman Lussier outlining concerns with residents and his work habits and performance. Council read letter in meeting and discussed ways to rectify any issues and keep lines of effective communication open.
[REDACTED]

83-13 A. McDougall: That Michael Richard be hired, for up to 64 hours, to help Maintenance in the removal and clearing of snow piles in the Village.
CARRIED

DOCUMENT DESTRUCTION:

84-13 Jenny: That the Administrator destroy the documents from the presented list in accordance with government regulations respecting the destruction of documents and in consideration of municipal records retention bylaw.
CARRIED

BACK-UP LAPTOP / I PAD:

85-13 L. McDougall: That the Administrator get price quotes for a laptop and I-pad that can be used for back-up purposes and Conference and field work.
CARRIED

INTERNAL TRANSFERS FROM 2012 SURPLUS & 2013 GRANTS & PAYMENTS:

86-13 Caron: That the Village transfer the following funds between general and surplus accounts to account for 2012 / 2013 surplus , first installment of 2013 NDGTF and Lagoon Project loan payment to FCM:

From Lagoon Account to General Account	\$32,853.03
From General Account to New Deal Gas Tax Fund Account	\$12,706.70
From General Account to Infrastructure Levy Account	\$10,079.00
From General Account to Utility Surplus Account	\$ 7,909.00

CARRIED

OTHER:

Minor discussion took place on the following items:

Shale for softball diamonds.
Updating the Fire Department members list.
Confirming budgeted items including a shredder, scaffolds and possible Bylaw enforcement.
Snow Removal Policy

87-13 L. McDougall: That the Credit Union be contacted to see if they AED defibrillator can be placed in the ATM room during the summer months.
CARRIED

ADJOURN:

88-13 Mayor Rancourt: That this meeting adjourn.
CARRIED

Mayor

Administrator