

A REGULAR MEETING OF  
 THE VILLAGE OF ST. LOUIS  
 HELD IN THE VILLAGE OFFICE  
 DECEMBER 11, 2017

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CALL TO ORDER:

The meeting was called to order at 4:00 P.M. by the Mayor.

ATTEND:

Councilors present: Mayor Marc Caron, Deputy Mayor Joan Boyer, Lloyd McDougall, Pauline Doucet, Derek Jenny and Administrator Robin Boyer

AGENDA:

298-17 McDougall: That the agenda be approved as presented.

CARRIED

MINUTES:

299-17 Doucet: That the minutes of the Regular Meeting of November 6, 2017 be approved.

CARRIED

FINANCIAL REPORTS:

300-17 Boyer: That the financial reports for the month ending November 2017 be acknowledged.

CARRIED

ACCOUNTS PAYABLE:

301-17 Jenny: That the following accounts be approved for payment:

<u>CHECK #</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Direct	UNPS – Debit Machine	Service charges	\$ 0.99
M/C	Sask Finance – Minister of Health	Water Samples	\$ 27.56
M/C	Sask Finance – Minister of Health	Water Samples	\$ 27.56
5798	Acklands Grainger	Fire equipment	\$ 2,501.59
5799	Joan Boyer	Council Remuneration	\$ 600.00
5800	Canada Post	Office postage	\$ 178.50
5801	Marc Caron	Council Remuneration	\$ 1,120.00
5802	Cold Line Refrigeration	Hall cooler repair	\$ 248.98
5803	Pauline Doucet	Council Remuneration	\$ 500.00
5804	Home Building Centre	Generator / Maint supplies	\$ 93.74
5805	Derek Jenny	Council Remuneration	\$ 600.00
5806	Kleen Bee	Hall supplies	\$ 89.58
5807	Mann Northway	Generator repair	\$ 93.88
5808	Lloyd McDougall	Council Remuneration	\$ 700.00
5809	Meridan Inspections	Permit inspections	\$ 419.58
5810	Ministry of Justice	RCMP Contract	\$18,628.62
5811	Munisoft	Equip & software maint	\$ 3,192.36
5812	NAPA Auto Parts	W & S servicing parts	\$ 119.74
5813	Ainsworth	Ice Plant start up	\$ 597.18
5814	Prince Albert Co-Op	Supplies, fuel, repairs	\$ 1,965.49
5815	SUMA	Conv Reg / office sup	\$ 811.82
Direct	Robin Boyer	Admin Salary	\$ 1,500.00
Direct	Ryan McCloy	Maintenance Salary	\$ 800.00
5816	Greenland Waste	Waste Collection	\$ 2,791.61
On-line	Sask Water	Contract water	\$ 9,157.71
5817	St. Louis Fire Department	Training/sup hours	\$ 900.00
5818	Village of St. Louis	Uncollectible utilities	\$ 68.92
On-line	Sask Tel	Village telephone	\$ 315.29
5819	G L Mobile Communications	F/D phone repair	\$ 144.30
M/C	Sask Finance – Minister of Health	Water Samples/supplies	\$ 43.31
On-line	Sask Energy	Village energy	\$ 2,351.19
Direct	UNPS – Debit Machine	Service charges	\$ 5.55
5820	MEPP	Pension Remittance	\$ 1,342.54
5821	Receiver General of Canada	Tax Remittance	\$ 1,694.44
5822	SUMA	Benefits Remittance	\$ 398.35
Direct	Robin Boyer	Admin Payroll	\$ 2,132.40
Direct	Ryan McCloy	Maintenance Payroll	\$ 1,513.82
5823	Acklands Grainger	Maintenance repairs	\$ 42.37
5824	Home Building Centre	Maintenance supplies	\$ 79.89
5825	John Deere Financial	Tractor Repairs	\$ 46.34
5826	Meridan Inspections Ltd.	Permit Inspections	\$ 262.50
5827	NAPA Auto Parts	Maintenance supplies	\$ 24.52
5828	Ainsworth – National Refrig.	Ice plant repairs	\$ 6,348.09

5829	OuBavo Inc.	Website Hosting	\$ 49.92
5830	Prince Albert Co-Op	Supplies / Repairs	\$ 138.84
On-line	Sask Power	Village Power	\$ 5,798.87
M/C	Sask Finance – Minister of Health	Water Samples	\$ 27.56
M/C	Sask Finance – Minister of Health	Water Samples	\$ 27.56
Direct	UNPS – Debit Machine	Service charges	\$ 8.00
Direct	UNPS – Debit Machine	Service charges	\$ 1.17
5831	Glen Lewis	Contracted W & S Oper.	\$ 294.00
5832	Sask Rivers School Div.	School Taxes Collected	\$ 4,627.46
		<b>TOTAL</b>	<b>\$75,453.69</b>
		<b><u>CARRIED</u></b>	

**CORRESPONDENCE:**

302-17 Boyer: That the following correspondence, being read, be filed:

**CARRIED**

Sask Tel – Notice of internet plan changes that will see our charges reduced by \$2.95 per month beginning with the December invoice.

Multi-Material Stewardship Western – Notice of our quarterly recycling rebates for the 2<sup>nd</sup> and 3<sup>rd</sup> quarter of the year total \$1,054.86. These rebates are reflected on our service invoices with Greenland Waste.

Crime Stoppers Saskatchewan – Requesting a donation for 2017.

Greenland Waste – Information on cost saving measures associated with switching to a 1 week garbage collection and 1 week recycle collection schedule.

Young Works Canada – Application period is open for 2018 summer student. Our summer student has been sponsored by Canada Summer Jobs Program not this one.

Sask Water – Notice of 7% increase for contract water purchased beginning January 1, 2018.

Sask Housing – Updated Housing Authority Directory.

UMAAS – Quarterly Newsletter and letter regarding whistleblower protection for municipal employees.

Saskatchewan Ombudsman – Information on Municipal elected officials conflicts of interest.

Saskatchewan Public Safety – Christmas tree safety information.

SUMA – Notice of updated insurance rates for benefits program for 2018 and training opportunities for Maintenance personnel respecting safety.

Traffic Radar Sign – Monthly stats.

303-17 Doucet: That Christmas tree safety information be posted on community bulletin boards.

**CARRIED**

**REVIEW OF WATER TREATMENT PLANT READINGS:**

304-17 Jenny: That Council acknowledge the November 2017 Water Treatment Plant readings as being complete and accurate after their review of said documents.

**CARRIED**

**COMPLAINTS RESPONSE REGISTER:**

No formal written complaints received at the office for this month.

**OCCUPATIONAL HEALTH & SAFETY:**

No relevant safety concerns were brought forward this month.

**OLD BUSINESS**

**OLD SHOP BUILDING DEMOLITION:**

305-17 McDougall: That tests for asbestos contamination be carried out by Lizotte Inspections prior to final decision on the demolition be decided on.

**CARRIED**

**SUMA CONVENTION:**

306-17 Boyer: That Councilors McDougall and Jenny be approved as the Village's registrants at the SUMA Convention in Regina February 4 – 7, 2018.

**CARRIED**

**FIRE HYDRANT REPLACEMENT:**

307-17 Doucet: That Resolutions 264-17 & 296-17, respecting the repair and replacement of the discussed fire hydrant be rescinded.

CARRIED

308-17 Jenny: That this item be tabled until 2018 budget is determined.  
CARRIED

OLD TRACTOR / FIRE TRUCK:

309-17 Boyer: That Council acknowledges the sale of the old tractor to Branden Doroshenko for \$3,000 (including GST) and that the old Fire Truck be sold to Sask Steel Melfort for \$500.  
CARRIED

310-17 Jenny: That the Agenda move to item #17.  
CARRIED

**NEW BUSINESS**

2018 MEETING TIMES & DATES:

311-17 Doucet: That all regular meetings of Council be held on the second Monday of every month at 4 PM for 2018.  
CARRIED

312-17 Doucet: That hard copies of Agenda and Notes be prepared for Council meetings and all other documentation can be provided by electronic copy via e-mail.  
CARRIED

2018 COUNCIL REMUNERATION:

313-17 McDougall: That the 2018 remuneration for the Mayor remain at \$140.00 per meeting and at \$100.00 per meeting for all Councilors.  
CARRIED

2018 MILEAGE RATE:

314-17 Jenny: That the 2018 mileage rate payable remain at \$0.45 per kilometer for Council or employee travel.  
CARRIED

2018 MEAL ALLOWANCE:

315-17 Boyer: That the 2018 Council meal allowance remain at \$13.00 for breakfast, \$15.00 for lunch and \$20.00 for supper for any associated travel and meetings.  
CARRIED

2018 CASUAL LABOUR RATE:

316-17 Doucet: That the 2018 rate for casual contract labour hired by the Village be set at \$15.00 per hour.  
CARRIED

317-17 Jenny: That the Agenda move back to item #14.  
CARRIED

VISITOR – RYAN McCLOY:

Maintenance Foreman Ryan attended to discuss issues and have performance evaluation completed.

318-17 Boyer: That checking municipal buildings every day during winter months be included in Maintenance duties.  
CARRIED

319-17 McDougall: That, against the recommendation of the Administrator, all alleys be removed from the Snow Clearing Priority list except the ones used by residents.

320-17 McDougall: That 319-17 be rescinded.  
CARRIED

2018 MAINTENANCE FOREMAN SALARY:

321-17 Doucet: That the Maintenance Foreman's salary be increased by 2.5% effective January 1, 2018.

RECORDED VOTE: McDougall – opposed  
Jenny – opposed  
Caron – opposed  
Doucet – in favour  
Boyer – in favour

NOT CARRIED

322-17 McDougall: That the Maintenance Foreman's salary not be increased for 2018.  
 RECORDED VOTE: McDougall – in favour  
 Jenny – in favour  
 Caron – in favour  
 Doucet – opposed  
 Boyer – opposed

CARRIED

2018 ADMINISTRATOR SALARY:

Deputy Mayor Joan Boyer declared a conflict of interest and removed herself from discussion of this item.

323-17 McDougall: That long-term disability insurance be considered to be added as a benefit for employees and short-term disability insurance be removed from the benefits plan, if possible.

CARRIED

324-17 Doucet: That the Administrator's salary not be increased for 2018.

CARRIED

325-17 Doucet: That the Administrator phone allowance be increased to \$40 per month and a \$100 annual clothing allowance be provided.

CARRIED

2018 FEES FOR SERVICES:

326-17 McDougall: That the following rates for services be applied in 2018:

Custom Work	\$80.00/hour
NSF cheques	\$10.00
Village Pins	\$ 2.00
Village Maps	\$10.00
Photocopies	\$ 0.25
Tax Certificates	\$10.00
Statement of Taxes	\$10.00
Development Permits	\$15.00
Frozen water lines	First time free / \$80.00/hour after
Withdraw Tax liens	\$20.00 plus costs
RV Park Rates	\$15/day, \$75/week

CARRIED

ORGANIZATIONAL APPOINTMENTS FOR 2018:

327-17 Boyer: That the following members be appointed to the following Board positions for 2018:

<b>Board</b>	<b>Member</b>
Recreation Board	Pauline Doucet
Skating Rink Board	Derek Jenny
Curling Rink Board	Marc Caron
Fire Department Board	Lloyd McDougall
Fire Chief	James Brake
Deputy Fire Chief	Mike Rancourt
Library Board	Joan Boyer
Deputy Mayor	Joan Boyer
Development Permit Advisor	All Council
Development Appeals Board	Claude Tournier, Lynn Regnier, Pauline Boutin Meyers, Norris & Penny
Village Auditors	Meridian Surveys
Village Surveyors	Trevor Klassen
General Solicitor	Riverside Agencies
Fire Insurance Agent	Dmyterko Enterprises
Village Contractor	Catterall & Wright
Village Engineer	Marc Caron
Sask Water Rate Review Board	R. M. Council / Administrator
Board of Revision / Secretary	Vacant
EMO Planning Committee	

CARRIED

UNCOLLECTIBLE UTILITY ACCOUNTS:

328-17 Doucet: That uncollectible utility accounts, as presented, be written off and forwarded to collections.

CARRIED

ADMINISTRATOR / MAINTENANCE VACATIONS DAYS:

329-17 Jenny: That the Administrator vacation days request be approved as per the presented list and that the Village Office be closed for those days and that the Maintenance vacation days request be approved.  
CARRIED

YEAR-END BANK ACCOUNT TRANSFERS:

330-17 Jenny: That the Administrator transfer year-end budgeted amounts from the General account to the following accounts:  
Lagoon Surplus \$29,093.56  
Recreation Repair Fund \$ 1,000.00  
Fire Department Training \$ 7,388.49  
CARRIED

EXPENDITURE AUTHORIZATION BYLAW NUMBER EIGHT OF 2018 – FIRST READING:

331-17 McDougall: That Bylaw Number Eight of 2017 respecting the authorization of certain expenditures be introduced and given first reading.  
CARRIED

EXPENDITURE AUTHORIZATION BYLAW NUMBER EIGHT OF 2018 – SECOND READING:

332-17 Doucet: That Bylaw Number Eight of 2017 respecting the authorization of certain expenditures be given second reading.  
CARRIED

EXPENDITURE AUTHORIZATION BYLAW NUMBER EIGHT OF 2018 – ALL THREE READINGS:

333-17 Boyer: That Bylaw Number Eight of 2017 respecting the authorization of certain expenditures be given all three readings at this meeting of Council.  
CARRIED UNANIMOUSLY

EXPENDITURE AUTHORIZATION BYLAW NUMBER EIGHT OF 2018 – THIRD READING:

334-17 Jenny: That Bylaw Number Eight of 2017 respecting the authorization of certain expenditures be given third and final reading.  
CARRIED

EFT PAYMENTS TO PROVINCE FOR SCHOOL TAXES:

335-17 Jenny: That the Village Administrator be authorized to submit school taxes collected payments to the Province via Electronic Funds Transfers.  
CARRIED

ANNUAL PUBLIC DISCLOSURE STATEMENTS:

336-17 McDougall: That Council acknowledges the completion and filing of Annual Public Disclosure Statements for all Council members.  
CARRIED

ASSET MANAGEMENT POLICY:

Administrator gave an update to Council on requirements to developing and implementing a long-term Asset Management Policy and Plan as they pertain to the Gas Tax Fund Program.

DISCHARGE TAX LIEN:

337-17 Doucet: That the interest based on the tax lien registered as Interest Number 179309111 against Lot 3, Block 3, Plan N1996 Ext. 0 Title 113976344 pursuant to *The Tax Enforcement Act* is discharged.  
CARRIED

CHRISTMAS SUPPER FOR COUNCIL:

338-17 Jenny: That this item be tabled until January's Regular Meeting of Council.  
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Water plant generator  
Fire Department Committee Meeting  
Water sample week of Christmas  
Christmas meal at school  
Shovels for shop, hall and office  
Newsletter items

339-17 Doucet: That a note recognizing recipients of the Canada 150 medal be placed in the next Community Newsletter.

CARRIED

ADJOURN:

340-17 Mayor Caron:

That this meeting adjourn.

CARRIED

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Mayor

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Administrator