

A REGULAR MEETING OF
 THE VILLAGE OF ST. LOUIS
 HELD IN THE VILLAGE OFFICE
 DECEMBER 12, 2016

CALL TO ORDER:

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

ATTEND:

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

AGENDA:

294-16 Boyer: That the agenda be approved as presented.

CARRIED

MINUTES:

295-16 Doucet: That the minutes of the Regular Meeting of November 7th, 2016 be approved.

CARRIED

FINANCIAL REPORTS:

296-16 McDougall: That the financial reports for the month ending November 2016 be acknowledged.

CARRIED

ACCOUNTS PAYABLE:

297-16 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	Bank Charges	\$ 0.29
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
5446	Acklands Grainger	Maintenance supplies	\$ 28.90
5447	Robin Boyer	Admin Salary	\$ 1,500.00
5448	Joan Boyer	Council Remuneration	\$ 200.00
5449	Canada Post	Office & Water Postage	\$ 309.34
5450	Marc Caron	Council Remuneration	\$ 920.00
5451	Catterall & Wright	Waterworks Assessment	\$ 7,918.42
5452	VOIDED		\$ 0.00
5453	Dmyterko Enterprises	Shop Capital	\$17,412.30
5454	Pauline Doucet	Council Remuneration	\$ 200.00
5455	Grand & Toy	Office Supplies	\$ 513.83
5456	Derek Jenny	Council Remuneration	\$ 800.00
5457	Kleen Bee	Hall supplies	\$ 56.13
5458	Mann Northway	Maintenance repair parts	\$ 7.61
5459	Ryan McCloy	Maintenance salary	\$ 800.00
5460	Lloyd McDougall	Council Remuneration	\$ 1,000.00
5461	Ministry of Justice	RCMP Contract	\$19,385.00
5462	Munisoft	Cheques, Equip M & S	\$ 3,218.02
5463	NAPA Auto Parts	Maintenance supplies	\$ 13.62
5464	Ainsworth	Ice plant start-up / repair	\$ 1,737.53
5465	Prince Albert Co-Op	Maintenance supplies	\$ 9.81
5466	Prince Albert Alarm Systems	SPS Repair	\$ 49.50
5467	Queen's Printer	Legislation subscription	\$ 189.00
5468	St. Louis Fire Department	Annual operating donation	\$ 1,000.00
5469	SUMA	Ballots / convention reg	\$ 899.06
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
M/C	Best Buy	Shop security cameras	\$ 441.15
5470	Brandt Tractor Ltd.	Grader parts	\$ 26.25
5471	Cold Line Refrigeration	Ice plant repairs	\$ 104.48
5472	Greenland Waste	Waste Collection service	\$ 2,726.55
5473	Xylem Canada	SPS # 1 pump repair	\$ 213.67
On-line	Sask Water	Contract	\$ 8,442.65
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
5474	Robin Boyer	Fire meeting / Travel	\$ 131.50
5475	Nor-Pine Construction	Shop Capital	\$42,000.00
5476	RMAA	Taxation Workshop	\$ 70.00
5477	Village of St. Louis	Uncollectible utilities	\$ 165.80
Direct	UNPS – Debit Machine	Bank Charges	\$ 5.50
On-line	Sask Tel	Village Telephone	\$ 380.02
On-line	Sask Energy	Village Energy	\$ 2,054.97

5478	St. Louis fire Department	Firemen Training hours	\$ 4,955.00
5479	Robin Boyer	Admin Salary	\$ 2,070.51
5480	Ryan McCloy	Maintenance Salary	\$ 1,416.50
5481	MEPP	Pension Remittance	\$ 1,298.28
5482	Receiver General of Canada	Tax Remittance	\$ 1,623.46
5483	SUMA	Benefits Remittance	\$ 359.25
5484	John Deere Financial	Maintenance repair parts	\$ 156.84
On-line	Sask Power	Village Power	\$ 6,029.97
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
5485	Charles Repair & Service	Mower Repair	\$ 195.94
5486	Prince Albert Co-Op	Maintenance Fuel	\$ 1,270.05
5487	Sandy's Grocery	Office Cleaning supplies	\$ 31.50
5488	Village of St. Louis	Shop Security cable	\$ 164.95
Direct	UNPS – Debit Machine	Bank Charges	\$ 8.00
5489	Glen Lewis	Contracted W & S Oper	\$ 231.00
5490	Sask Rivers School Division	School Taxes Collected	\$ 6,887.05
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
Direct	UNPS – Debit Machine	Bank Charges	\$ 1.29
		TOTAL	\$141,756.99
		<u>CARRIED</u>	

CORRESPONDENCE:

298-16 Jenny:

That the following correspondence, being read, be filed:

CARRIED

City of Prince Albert – Notice of public hearing on proposed library boundary changes.

MNP – 2016 year-end audit engagement package.

SUMA – Classified notice of another pumper truck offered for sale from the Town of Creighton.

SUMA Advantage – Information on new Sask Tel phone program.

Gov't of Saskatchewan – Notice that the Community Rink

Affordability Grant will not be available this year.

Letter – Copy of letter submitted from Council to Mike & Dee Epp regarding vandalism to house.

SUMA – Require contact information from Village for receiving correspondence. They also provided a welcome letter for Council and a copy of the Urban Voice magazine.

RMAA – Notice of Assessment, Taxation workshop in Shellbrook February 10, 2017. \$70 cost.

Government of Saskatchewan – Notice of changes to Percentages of Value (POV) for assessment and taxation with the 2017 Reassessment.

SUMA – Notice of updated insurance rates for benefits program for 2017. Information of 2017 membership benefits.

SAMA – 2017 Assessment Information sheets

Workers' Compensation Board – Notice that 2017 WCB premiums will be set at \$0.90 per \$100 of payroll. Industry rates are at \$1.20.

UMAAS – Quarterly Newsletter.

Traffic Radar Sign – Monthly stats.

299-16 McDougall:

That the Audit engagement presented by Meyers Norris and Penny be accepted.

CARRIED

300-16 Doucet:

That the Administer register and attend Assessment and Taxation workshop in February.

CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

301-16 Boyer:

That Council acknowledge the November 2016 Water Treatment Plant readings as being complete and accurate after their review of said documents.

CARRIED

COMPLAINTS RESPONSE REGISTER:

No formal written complaints lodged at this time.

OCCUPATIONAL HEALTH & SAFETY:

302-16 Doucet:

That Maintenance have disposal / safety gloves available as needed and required to carry out his duties.

CARRIED

OLD BUSINESS

CODE OF ETHICS BYLAW NUMBER NINE OF 2016 – FIRST READING:

303-16 Jenny: That Bylaw Number Nine of 2016 respecting Council members Code of Ethics be introduced and given first reading.
CARRIED

CODE OF ETHICS BYLAW NUMBER NINE OF 2016 – SECOND READING:

304-16 McDougall: That Bylaw Number Nine of 2016 respecting Council members Code of Ethics be given second reading.
CARRIED

CODE OF ETHICS BYLAW NUMBER NINE OF 2016 – ALL THREE READINGS:

305-16 Doucet: That Bylaw Number Nine of 2016 respecting Council members Code of Ethics be given all three readings at this meeting of Council.
CARRIED

CODE OF ETHICS BYLAW NUMBER NINE OF 2016 – THIRD READING:

306-16 Boyer: That Bylaw Number Nine of 2016 respecting Council members Code of Ethics be given third and final reading.
CARRIED

CHRISTMAS DINNER:

Council may consider a summer function rather than a Christmas party.

BUILDING BYLAW / INSPECTOR:

Administrator provided Council with a copy of an updated Building Bylaw that will be required to be implemented in the near future to help facilitate building permits and inspections. It is provided for Council to review and provide comments on for the next meeting of Council.

SUMA CONVENTION:

307-16 McDougall: That the convention delegates, Deputy Mayor Boyer and Councilor Doucet be confirmed as attending.
CARRIED

SECURITY SYSTEM FOR MUNICIPAL BUILDINGS:

Administrator gave Council an update to the progress of security systems for the shop building and the water treatment plant.

NEW BUSINESS

VISITOR – RYAN McCLOY:

Maintenance Foreman Ryan attended to meet new members of Council, discuss issues and have performance evaluation completed.

2017 MEETING TIMES & DATES:

308-16 Boyer: That all regular meetings of Council be held on the second Monday of every month at 4 PM for 2017.
CARRIED

2017 COUNCIL REMUNERATION:

309-16 McDougall: That the 2017 remuneration for the Mayor remain at \$140.00 per meeting and at \$100.00 per meeting for all Councilors.
CARRIED

2017 MILEAGE RATE:

310-16 Jenny: That the 2017 mileage rate payable be set at \$0.45 per kilometer for Council or employee travel.
CARRIED

2017 MEAL ALLOWANCE:

311-16 Doucet: That the 2017 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

2017 CASUAL LABOUR RATE:

312-16 Boyer: That the 2017 rate for casual contract labour hired by the Village be set at \$15.00 per hour.
CARRIED

2017 FEES FOR SERVICES:

313-16 Jenny: That the following rates for services be applied in 2017:

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
Notary Public Fees	No charge for 2017
RV Park Rates	\$15/day, \$75/week
<u>CARRIED</u>	

2017 MAINTENANCE FOREMAN SALARY:

314-16 McDougall: That the Maintenance Foreman's salary be increased by 5% effective January 1, 2017.

RECORDED VOTE:

In favour: Mayor Caron, Councilor Jenny,
Councilor McDougall
Opposed: Deputy Mayor Boyer, Councilor
Doucet

CARRIED

2017 ADMINISTRATOR SALARY:

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

315-16 Jenny: That the Administrator's salary be increased by 2.5% effective January 1, 2017.

CARRIED

ORGANIZATIONAL APPOINTMENTS FOR 2017:

316-16 Jenny: That the following members be appointed to the following Board positions for 2017:

Board	Member
Recreation Board	to be reviewed
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, open pending appointment, Pauline Boutin
Village Auditors	Meyers, Norris & Penny
Village Surveyors	Meridian Surveys
General Solicitor	Trevor Klassen
Fire Insurance Agent	Riverside Agencies
Village Contractor	Dmyterko Enterprises
Village Engineer	Catterall & Wright
Sask Water Rate Review Board	Marc Caron

CARRIED

UNCOLLECTIBLE UTILITY ACCOUNTS:

317-16 McDougall: That uncollectible utility accounts, as presented, be written off and forwarded to collections.

CARRIED

ADMINISTRATOR VACATIONS DAYS:

318-16Doucet: That the Administrator vacation day request be approved as per the presented list and that the Village Office be closed for those days.

CARRIED

YEAR-END BANK ACCOUNT TRANSFERS:

319-16 Boyer: That the Administrator transfer year-end budgeted amounts from the General account to the following accounts:

Lagoon Surplus	\$28,101.68
Recreation Repair Fund	\$ 3,000.00

CARRIED

PROPERTY AT 255 RIVERSIDE DRIVE:

320-16 Doucet: That the property owner be contacted to discuss options that Council would like to consider with the adjacent Village property on the west side of his property.
CARRIED

RECREATION BOARD:

321-16 McDougall: That this item be tabled until January meeting while more information is gathered by administration.
CARRIED

WATERWORKS EMERGENCY RESPONSE PLAN:

322-16 Boyer: That the Waterworks Emergency Response Plan be approved with updated contact information as presented.
CARRIED

SOUND SYSTEM AT HALL & SKATING RINK:

323-16 Doucet: That this item be tabled until further information is gathered.
CARRIED

OLD TRAFFIC BRIDGE LIGHTING:

Administrator provided an update on this issue to Council. Awaiting response from the Ministry of Highways.

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

New Building Canada Fund PTIC-SCF
Curling Rink lighting upgrades for 2017 budget
Old Fire Truck
Lots for sale in community
Grand opening for the new Maintenance Shop
Community Facebook page
Dog infractions

324-16 Doucet: That the Village support the application for a PTIC grant for Disaster Mitigation infrastructure from the New Building Canada Fund for a newly constructed Fire Hall building, and Council agrees to meet legislated standards, to meet the terms and conditions of the PTIC program, to conduct an open tendering process, to manage the construction of the project, to fund the municipal share of the construction cost, to fund ongoing operation and maintenance costs, and to follow any mitigation measures as required by *The Canadian Environmental Assessment Act* and *The Environmental Assessment Act (Saskatchewan)*.
CARRIED

ADJOURN:

325-16 Mayor Caron: That this meeting adjourn.
CARRIED

Mayor

Administrator