

A REGULAR MEETING OF
THE VILLAGE OF ST. LOUIS
HELD IN THE VILLAGE OFFICE
DECEMBER 8, 2014

CALL TO ORDER:

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

ATTEND:

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

242-14 A. McDougall: That Councillor Caron be excused until later in this meeting.

CARRIED

AGENDA:

243-14 L. McDougall: That the agenda be approved as presented.

CARRIED

MINUTES:

244-14 Jenny: That the minutes of the regular meeting of November 10, 2014 be approved.

CARRIED

FINANCIAL REPORTS:

245-14 A. McDougall: That the financial reports for the month ending November 2014 be acknowledged.

CARRIED

246-14 A. McDougall: That Councillor Caron be acknowledged as in attendance at this meeting.

CARRIED

ACCOUNTS PAYABLE:

247-14 Jenny: That the following accounts be approved for payment:

<u>CHECK #</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
On-Line	Sask Tel Mobility	Maintenance Phone	\$ 59.48
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
4765	Adventure Printing	2015 Pet Tags	\$ 112.20
4766	Robin Boyer	Admin Salary	\$ 1,000.00
4767	Canada Post	Office Postage	\$ 357.00
4768	Marc Caron	Council Remuneration	\$ 360.00
4769	C & D Septic	Septic Service at Park	\$ 189.00
4770	Golder Associates	Creek Erosion Project	\$ 26,367.56
4771	Derek Jenny	Council Remuneration	\$ 300.00
4772	Edward Lussier	Maintenance Salary	\$ 800.00
4773	Aimee McDougall	Council Remuneration	\$ 240.00
4774	Lloyd McDougall	Council Remuneration	\$ 300.00
4775	Munisoft	Equip / Software Maint	\$ 3,004.10
4776	National Refrigeration	Ice Plant Start-up / Repair	\$ 932.56
4777	Prince Albert Co-Op	Maintenance supplies	\$ 331.71
4778	Prairie Parts Plus Ltd.	Mower repair parts	\$ 306.04
4779	Queen's Printer	Urban binder release	\$ 152.25
4780	Les Rancourt	Council Remuneration	\$ 783.25
4781	Sandy's Grocery	Office cleaning supplies	\$ 20.50
4782	St. Louis Rife Department	Annual Donation	\$ 1,000.00
4783	Trumier Electric	Rec Repair / Xmas lights	\$ 1,975.45
4784	Wheatland Tire & Auto Inc.	Mower tire repair	\$ 29.65
On-line	Sask Water	Contract water	\$ 8,069.69
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
M/C	Paymate Software	Payroll Renewal	\$ 309.75
4785	Grand & Toy	Office Supplies	\$ 237.97
4786	Greenland Waste	Waste Collection Cont.	\$ 2,671.39
4787	SUMA	2015 Convention Reg.	\$ 630.00
4788	Village of St. Louis	Uncollectible Utility Acct	\$ 273.42
4789	Wholesale Fire & Rescue Ltd.	F/D equipment	\$ 2,079.68
On-line	Sask Energy	Village Energy	\$ 3,246.10
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
Direct	UNPS – Debit Machine	Bank Charges	\$ 5.50
4790	Robin Boyer	Admin Salary	\$ 2,351.51
4791	Edward Lussier	Maintenance Salary	\$ 1,665.59
4792	MEPP	Pension Remittance	\$ 1,373.82
4793	Receiver General of Canada	Tax Remittance	\$ 1,941.48
4794	SUMA	Benefits Remittance	\$ 500.33
On-Line	Sask Power	Village Power	\$ 5,283.70

On-line	Sask Tel	Village Telephone	\$ 409.49
4795	Mann Northway	Truck Repairs	\$ 2,477.85
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
Direct	UNPS– Debit Machine	Bank Charges	\$ 5.00
4796	Glen Lewis	Contracted W & S Oper	\$ 220.00
4797	Sask Rivers School Division	School Taxes Collected	\$ 6,792.92
		TOTAL	\$ 79,249.94
		<u>CARRIED</u>	

CORRESPONDENCE:

248 -14 Caron:

That the following correspondence, being read, be filed:

CARRIED

Munisoft– Information on new product upgrades and our software and equipment maintenance agreement.

SUMA – Insurance update on 2015 premium rate changes. They should not affect the Village’s payroll benefits too greatly.

SUMAssure – Information on municipal insurance that is provided by SUMA for members

Canada Summer Jobs – Notification that application period for summer student grant is December 1 – January 30, 2015. Does Council wish to apply for a summer student again this year?

Wapiti Regional Library – Press Release notifying that Director / CEO has retired and announces new Director / CEO Tony Murphy.

Ministry of Parks, Recreation & Culture – Notice that Heritage Property Nomination package for old traffic bridge has been received.

Kalitech – Information on costs and types of radar speed signs.

AirMaster Signs – Information on costs and types of radar speed signs.

Ministry of Government Relations– Update on our expense claim submissions with the PDAP Program.

249 -14 A. McDougall:

That the Village apply to the Canada Summer Jobs program for a summer student again for 2015 by the December deadline.

CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

250-14 Jenny:

That Council acknowledges the November 2014 Water Treatment Plant Readings as being complete and accurate after their review of said documents.

CARRIED

COMPLAINTS RESPONSE REGISTER:

No formal written complaints received and logged at the office this past month.

OCCUPATIONAL HEALTH & SAFETY:

Discussion held on any relevant safety issues or concerns including slat for icy sidewalks and daily snow removal from steps at Hall, Water Plant and Fire Hall.

VISITORS

MINISTRY OF HIGHWAYS & INFRASTRUCTURE:

In attendance, Brandon Harris, Dean, Doug Hansen, MD and Steven from the Ministry of Highways & Infrastructure. They provided an update on to the status of the “old “ traffic bridge and the progress on the new highway. Council was given information on the future of municipal portions of Highways #25 & #2.

OLD BUSINESS

EMERGENCY RESPONSE COMMITTEE:

251-14 A. McDougall:

That this item be tabled to the next Regular Meeting of Council.

CARRIED

BYLAW ONE OF 2014 – TRAFFIC BYLAW:

252-14 Jenny:

That this item be tabled to the next Regular Meeting of Council.

CARRIED

253-14 A. McDougall:

That the Ministry of Highways be contacted to discuss speed limit signage coming into the community.

CARRIED

CREEK EROSION PROJECT:

The Administrator provided an update to Council on the status of this project.

SUMA CONVENTION REGISTRATION:

254-14 Caron: That two members of Council be registered to attend the upcoming SUMA Convention in Saskatoon in February.
CARRIED

WASTE COLLECTION RATES TO CUSTOMERS:

255-14 A. McDougall: That this item be tabled to the next Regular Meeting of Council.
CARRIED

WALKING TRAIL STREET LIGHT ON 4th STREET – PROTECTIVE POSTS:

Administrator provided cost comparatives for street lights and solar lamp posts. Council will further review before making any decision on this item.

COUNCIL CHRISTMAS DINNER:

256-14 Caron: That this item be tabled to the next Regular Meeting of Council.
CARRIED

NEW BUSINESS

257-14 L. McDougall: That Council close the next portion of the meeting to the public.
CARRIED
The meeting was open to the public from 5 PM until 6:45 PM. The gallery present for the public meeting portion included Dan Kotyk. The closed portion was authorized in accordance with exemptions outlined in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act*, Section 16(1)(d).

VISITOR – EDWARD LUSSIER – MAINTENANCE FOREMAN:

Discussion occurred regarding Maintenance Department.

2015 MEETING TIMES & DATES:

258-14 Jenny: That all regular meetings of Council be held on the second Monday of every month at 5 PM for 2015.
CARRIED

2015 COUNCIL REMUNERATION:

259-14 Caron: That the 2015 remuneration for the Mayor remain at \$100.00 per meeting and at \$60.00 per meeting for all Councillors.
CARRIED

2015 MILEAGE RATE:

260-14 L. McDougall: That the 2015 mileage rate payable be set at \$0.45 per kilometer for Council or employee travel.
CARRIED

2015 MEAL ALLOWANCE:

261-14 A. McDougall: That the 2015 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

2015 MAINTENANCE FOREMAN SALARY:

262-14 Jenny: That the Maintenance Foreman's salary be increased by 2.5% effective January 1, 2015, to be reviewed again in December 2015.
CARRIED

2014 ADMINISTRATOR SALARY:

Mayor Les Rancourt declared a pecuniary interest and removed himself from discussion of this item.

263-14 A. McDougall: That the salary of the Village Administrator, be increased by 3% effective January 1, 2015, to be reviewed again in December 2015.
CARRIED

264-14 Caron: That Council open the rest of the meeting to the public.
CARRIED

2015 CASUAL LABOUR RATE:

265-14 Jenny: That the 2015 rate for casual contract labour hired by the Village be set at \$15.00 per hour.
CARRIED

2015 FEES FOR SERVICES:

266-14 A. McDougall: That the following rates for services be applied in 2015:

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
Hall Rental Rates	Remain as 2014 Grid
Notary Public Fees	No charge for 2015
RV Park Rates	\$15/day, \$60/week, \$200/month
<u>CARRIED</u>	

ORGANIZATIONAL APPOINTMENTS FOR 2015:

267-14 Jenny: That the following members be appointed to the following Board positions for 2015:

Board	Member
Recreation Board	Open pending more information
Skating Rink Board	Derek Jenny
Curling Rink Board	Marc Caron
Fire Department Board	Lloyd McDougall
Fire Chief	Shelby Pozniak
Deputy Fire Chief	Les Rancourt
Library Board	Aimee McDougall

268-14 Caron: That Councillor Aimee McDougall be appointed as Deputy Mayor for the Village of St. Louis for the 2015 calendar year, and
That Deputy Mayor McDougall have all the responsibilities and perform all the duties of Deputy Mayor for the 2015 calendar year, including the third signing authority for all municipal accounts and documents, and
That Deputy Mayor McDougall be added to signing authority with Affinity Credit Union and that Councillor Derek Jenny be removed as signing authority as the previous Deputy Mayor.

CARRIED UNANIMOUSLY

Deputy Mayor	Aimee McDougall
Development Permit Advisor	All Council
Development Appeals Board	Claude Tournier, Joan Boyer, Pauline Boutin
Village Auditors	Meyers, Norris & Penny
Village Surveyors	Meridian Surveys
General Solicitor	Trevor Klassen
Fire Insurance Agent	Riverside Agencies
Village Contractor	McIntyre Construction (flexible)
Village Engineer	Catterall & Wright
Sask Water Rate Review Board	Les Rancourt
<u>CARRIED</u>	

UNCOLLECTIBLE UTILITY ACCOUNTS:

269-14 Jenny: That uncollectible utility accounts, as presented, be written off and forwarded to collections.

CARRIED

ADMINISTRATOR VACATIONS DAYS:

270-14 A. McDougall: That the Administrator vacation day request be approved as per the presented list and that the Village Office be closed for those days.

CARRIED

SCHOOL CHRISTMAS MEAL AT COMMUNITY HALL:

271-14 A. McDougall: That the Community Hall be made available for the School Christmas Meal at the regular rate of \$200.00 plus GST on December 18, 2014.

CARRIED

INTER-MUNICIPAL BUSINESS LICENSING AGREEMENT:

272-14 Jenny: That this item be tabled to the next Regular Meeting of Council.

CARRIED

YEAR-END BANK ACCOUNT TRANSFERS:

273-14 Caron: That the Administrator transfer year-end surpluses from the General account to the following accounts:

Infrastructure Surplus
Lagoon
Fire Department Training

Recreation Repair Fund;
and that the PDAP account be closed and the balance of funds be transferred to
the General Account to cover project expenses.

CARRIED

NEW BUILDING CANADA FUND:

274-14 A. McDougall: That the Village support the application for a PTIC grant for Disaster Mitigation infrastructure from the New Building Canada Fund, 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

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Dogs at 366 – 3rd Street
Fire Department recruitment efforts

ADJOURN:

275-14 Mayor Rancourt: That this meeting adjourn.

CARRIED

Mayor

Administrator