

A REGULAR MEETING OF
 THE VILLAGE OF ST. LOUIS
 HELD IN THE VILLAGE OFFICE
 DECEMBER 9, 2019

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, Derek Jenny, Shane Jenny and Administrator Robin
 Boyer

AGENDA:

246-19 D. Jenny: That the agenda be approved as presented.

CARRIED

MINUTES:

247-19 S. Jenny: That the minutes of the regular meeting of November 4th, 2019 be
 approved.

CARRIED

FINANCIAL REPORTS:

248-19 Boyer: That the financial reports for the month ending November 2019 be
 acknowledged.

CARRIED

ACCOUNTS PAYABLE:

249-19 D. Jenny: That the following accounts be approved for payment:

<u>CHECK #</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
6393	Steve's Auto Electric	Sander repair	\$ 248.95
6394	Anderson Pumphouse	Ice plant filters	\$ 294.86
6395	Joan Boyer	Council Remuneration	\$ 767.20
6396	Marc Caron	Council Remuneration	\$ 1,400.00
6397	Derek Jenny	Council Remuneration	\$ 600.00
6398	Shane Jenny	Council Remuneration	\$ 600.00
6399	Kleen Bee	Sewer cleaner chemical	\$ 517.48
6400	Lloyd McDougall	Council remuneration	\$ 900.00
6401	Minister of Finance	PPSTN FD Telecomm	\$ 932.40
6402	Munisoft	Software/Hardware sup	\$ 3,213.45
6403	NAPA Auto Parts	Maintenance	\$ 5.40
6404	VOIDED – Wrong invoice posted to Lake Country Co-Op		
6405	Ruszkowski Enterprises	Sand/Salt mix	\$ 863.25
6406	Saskatchewan Research Council	Water samples	\$ 125.99
6407	St. Louis Fire Department	Training	\$ 4,114.22
Direct Deposit	Robin Boyer	Admin Salary/travel	\$ 1,533.60
Driect Deposit	Ryan McCloy	Maintenance Salary	\$ 1,000.00
6408	Robin Boyer	Council Supper	\$ 512.11
6409	Canada Post	Office/water postage	\$ 382.85
6410	Golder Associates	PDAP Project	\$ 1,018.95
6411	Lake Country Co-Op	Maintenance Fuel/repairs	\$ 2,308.02
6412	Queen's Printer	Legislation binder update	\$ 215.25
6413	Village of St. Louis	Impound supplies	\$ 119.80
6414	Greenland Waste	Waste Collection	\$ 1,987.61
On-line	Sask Water	Water Contract	\$10,103.63
6415	Michael Richard	Contracted W & S Tests	\$ 40.00
On-line	Sask Tel	Village telephone Serv.	\$ 341.36
Direct	UNPS / Debit Machine	Bank Charges	\$ 5.55
Direct Dep	Robin Boyer	Admin Salary	\$ 2,288.65
Direct Dep	Ryan McCloy	Maintenance Salary	\$ 1,483.58
6416	MEPP	Pension Remittance	\$ 1,547.32
6417	Receiver General of Canada	Tax Remittance	\$ 1,776.49
6418	SUMA	Benefits Remittance	\$ 351.78
On-line	Sask Energy	Village energy	\$ 2,534.87
6419	Home Building Centre	Maintenance supplies	\$ 24.41
6420	Chris Letendre – Bylaw	Bylaw enforcement Sept	\$ 811.15
6421	Glen Lewis	Contracted W & S Oper.	\$ 231.00
6422	Village of St. Louis	Uncoll. Utility write-offs	\$ 510.05
On-line	Sask Power	Village power	\$ 5,882.50
6423	Meridan Inspections	Permit inspection	\$ 157.50
6424	Michael Richard	Contract Labour	\$ 340.00
6425	Saskatchewan Research Council	Water samples	\$ 55.12
Direct	UNPS / Debit Machine	Bank Charges	\$ 8.00

Direct	Minister of Finance EPT	School Taxes Collected	\$ 4,574.90
Direct	UNPS / Debit Machine	Bank Charges	\$ 2.30
		TOTAL	\$56,731.55
		<u>CARRIED</u>	

CORRESPONDENCE:

250-19 McDougall:

That the following correspondence, being read, be filed:

CARRIED

MNP – Request Council consent to accept Engagement Letter for 2019 audit electronically and to forward our e-signature on the documents.

Munisoft – Equipment & Software maintenance and support documentation and information on 2020 training conference.

Paymate Software – Confirmation of renewal of payroll software for 2020.

Greenland Waste – Information on payment options available to customers.

Saskatchewan Public Works Association – Information on SPWA 2020 Annual Conference February 2020 in Regina.

ATAP – Information on Water and Wastewater Operator Training for 2020.

St. Louis Public School – Invitation for Council and staff to attend Christmas meal on Thursday December 19 at 11:30 AM. Reply is required by December 16.

South Sask River Watershed Stewards – Information on services that they provide.

SUMA – Notice of new monthly premium rates for group insurance benefits beginning January 1, 2020.

Ministry of Government Relations – Notice of extension request for PDAP project has been granted until November 30, 2020.

SAMA – Information on changes to SAMAvue website.

Gas Tax Fund Program – Copy of signed agreement amendment was received. Must have at least 1 Infrastructure Investment Plan submitted by April 30, 2020 utilizing all or some of the funding from 2019-20 to 2023-24.

Federation of Canadian Municipalities – Information of services and annual membership renewal notice.

Sam McDougall – Requesting Council to consider allowing the raising of chickens in residential areas.

Saskatchewan Health – Copies of Sask Health magazine to disperse in the community.

B & B Enforcement – 2020 Fee Schedule

Wapiti Regional Library – 2020 proposed Budget

UMAAS – Quarterly Newsletter

Hudson Energy – Information on natural gas savings program.

All-Net Municipal Solutions – Product advertising brochure.

Traffic Radar Sign – Monthly stats.

251-19 S. Jenny:

That the Administrator sign the e-documents, Engagement Letter for the 2019 Year-end Audit with MNP.

CARRIED

252-19 S. Jenny:

That Councilors McDougall & Boyer represent Council at the School Community Meal on Thursday December 19, 2019.

CARRIED

Councilor McDougall declared a conflict of interest in respect to a piece of correspondence as he is related to party making a request of Council.

253-19 Boyer:

That a letter be sent to Sam McDougall outlining Council's position in response to his presented request letter.

CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

254-19 Boyer:

That Council acknowledge the November 2019 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.

Council informed of a telephone complaint and the response that administration took.

OCCUPATIONAL HEALTH & SAFETY:

No relevant issues or concerns were brought forward at this meeting. Minor discussion regarding a beacon light for tractor.

OLD BUSINESS

FIRE AGREEMENT PROPOSAL WITH THE R M OF PRINCE ALBERT NO. 461 –
BYLAW NUMBER TWO OF 2019:

255-19 McDougall: That this item be tabled until a signed copy of the proposed agreement be received from the Rural Municipality of Prince Albert.
CARRIED

RCMP – COMMUNITY POLICING PRIORITIES:

256-19 McDougall: That local crime, speeding, ATV use and help with bylaw enforcement be sent to the RCMP as a priority list for our community as part of the RCMP Annual Performance Plan.
CARRIED

257-19 D. Jenny: That the Agenda move to item #16 at this time.
CARRIED

NEW BUSINESS

2020 MEETING TIMES & DATES:

258-19 S. Jenny: That all regular meetings of Council be held on the second Monday of every month at 4 PM for 2020.
CARRIED

2020 COUNCIL REMUNERATION:

259-19 McDougall: That the 2020 remuneration for the Mayor remain at \$140.00 per meeting and at \$100.00 per meeting for all Councilors.
CARRIED

2020 MILEAGE RATE:

260-19 D. Jenny: That the 2020 mileage rate payable remain at \$0.48 per kilometer for Council or employee travel in 2020.
CARRIED

2020 MEAL ALLOWANCE:

261-19 Boyer: That the 2020 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

2020 CASUAL LABOUR RATE:

262-19 S. Jenny: That the 2020 rate for casual contract labour hired by the Village be set at \$15.00 per hour.
CARRIED

2020 FEES FOR SERVICES:

263-19 McDougall: That the following rates for services be applied in 2020:

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	As per presented price grid with increase to \$200 for gift opening and bingos.
RV Park Rates	\$15/day, \$75/week

CARRIED

264-19 D. Jenny: That the Agenda move to item #16 at this time.
CARRIED

VISITOR – RYAN McCLOY – MAINTENANCE REVIEW:

Ryan attended for annual review and to discuss Maintenance Department. Discussion on grading, snow removal, air compressor and water plant back-up engine.

VISITOR – TJAY WILCHOWY – TYSON WILCHOWY MEMORIAL COMMITTEE:

Visitors attend to present information on a proposed equipment shed that the Committee would like to donate to the ball diamond area and on a suitable location for such shed. Information also presented on a long-term plan for a possible outdoor rink.

2020 MAINTENANCE FOREMAN SALARY:

265-19 Boyer: That the Maintenance Foreman's annual salary be increased by 2% effective January 1, 2020.
Recorded vote.
In favour: Mayor Caron, Councilor Boyer
Opposed: Councilors D. Jenny, S. Jenny, McDougall
NOT CARRIED

266-19 S. Jenny: That the Maintenance Foreman's annual salary be increased by 1% effective January 1, 2020.
Recorded vote.
In favour: Mayor Caron, Councilors Boyer, D. Jenny, S. Jenny, McDougall
Opposed: None
CARRIED

2020 ADMINISTRATOR SALARY:

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

267-19 McDougall: That the Administrator's annual salary be increased by 1% for 2020 and vacation accrual be set to 5 weeks per year beginning in June of 2020.
CARRIED

ORGANIZATIONAL APPOINTMENTS FOR 2020:

268-19 D. Jenny: That the following members be appointed to the following Board positions for 2020:

Board	Member
Recreation Board	None and letter be sent to Rec. Board outlining changes required in Rec. Board operating bylaw
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	Nicole Sawchuk
General Solicitor	Riverside Agencies
Fire Insurance Agent	Evans 8 Contracting
Village Contractor	Catterall & Wright
Village Engineer	Marc Caron
Sask Water Rate Review Board	R. M. Council / Administrator
Board of Revision / Secretary	Pauline Doucet
EMO Planning Committee	Joan Boyer
Emergency Planning Coordinator	Open
Deputy Emergency Planning Coordinator	

CARRIED

269-19 S. Jenny: That the Library Board meetings hosted in Prince Albert be subject to Council remuneration pay for attendance.
CARRIED

UNCOLLECTIBLE UTILITY ACCOUNTS:

270-19 McDougall: That uncollectible utility accounts, as presented, be written off and forwarded to collections.
CARRIED

ADMINISTRATOR / MAINTENANCE VACATIONS DAYS:

271-19 D. 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 and Michael Richard be hired to perform maintenance duties on an on-call basis.
CARRIED

YEAR-END BANK ACCOUNT TRANSFERS:

272-19 S. Jenny: That this item be tabled until year-end financials are determined and the final transfer amounts are known.
CARRIED

MUNICIPAL REVENUE SHARING DECLARATION:

273-19 Boyer: The Council of the Village of St. Louis confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2018 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2018 Public Reporting on Municipal Waterworks to the Ministry of Government Relations (*if applicable*);
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.
CARRIED

DEFIBRILATOR FOR FIRE DEPARTMENT:

274-19 McDougall: That a notice be placed in the next edition of the Community Newsletter outlining locations of AED defibrillators within the community.
CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Municipal Credit Card Application
Dog Bylaw enforcement
Water plant back up engine
Louis Caissy legal costs
Gate at "pit" road
Ice plant repairs

275-19 D. Jenny: That application be made with Affinity Credit Union for a municipal credit card with a \$3,000 credit limit and that the Administrator be set-up as the authorized user.
CARRIED

276-19 McDougall: That if insurance does not cover cost of ice plant repair, the Village pay 1/3 of cost from Recreation Repair Fund, with Curling Rink and Skating rink each paying a 1/3 share.
CARRIED

ADJOURN:

277-19 Mayor Caron: That this meeting adjourn.
CARRIED

Mayor

Administrator