

A REGULAR MEETING OF
 THE VILLAGE OF ST. LOUIS
 HELD IN THE VILLAGE OFFICE
 FEBRUARY 12, 2018

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, Pauline Doucet and Administrator Robin Boyer

24-18 Jenny: That Councilor Doucet be excused until later in the meeting.
CARRIED

AGENDA:

25-18 Boyer: That the agenda be approved as presented.
CARRIED

MINUTES:

26-18 McDougall: That the minutes of the regular meeting of January 8th, 2018 be approved.
CARRIED

FINANCIAL REPORTS:

27-18 Boyer: That the financial reports for the month ending January 2018 be acknowledged.
CARRIED

ACCOUNTS PAYABLE:

28-18 McDougall: 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	\$ 1.91
M/C	Sask Research Council	Water Samples	\$ 27.56
5850	Derek Jenny	SUMA Conv. Expense	\$ 546.00
5851	Lloyd McDougall	SUMA Conv. Expense	\$ 546.00
5852	Operator Certification Board	Certification Renewal	\$ 150.00
M/C	Sask Research Council	Water Samples	\$ 27.56
M/C	Delta Regina	Council Travel expense	\$ 443.50
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Direct Dep.	Robin Boyer	Admin. salary advance	\$ 2,000.00
Direct Dep.	Ryan McCloy	Maint. salary advance	\$ 800.00
5853	AED Advantage	AED supplies	\$ 371.98
5854	Anderson Pumphouse	W & S repairs	\$ 6.86
5855	Ben's Auto & House Glass	Hall repairs	\$ 283.05
5856	Alcide Boyer	Casual labour – Hall	\$ 60.00
5857	Canada Post	Office / W & S postage	\$ 488.25
5858	D & M Fire Safety Systems	Hall inspection	\$ 144.38
5859	Greenland Waste	Waste Collection contract	\$ 2,791.61
5860	Home Building Centre	Maintenance / Hall repair	\$ 55.49
5861	Derek Jenny	SUMA expenses	\$ 33.60
5862	Lloyd McDougall	SUMA expenses	\$ 33.60
5863	Meridan Inspections Ltd.	Permit inspections	\$ 210.00
5864	MNP LLP	Audit installment	\$ 5,521.88
5865	Lake Country Co-Op	Supplies	\$ 101.35
5866	Queen's Printer	Assessment notice ad	\$ 30.00
5867	SAMA	Assessment services	\$ 4,836.00
5868	SUMA	Office supplies	\$ 350.83
5869	The Wakaw Recorder	Tax Enf / Assessment Ads	\$ 261.07
5870	Wapiti Regional Library	Levy installment	\$ 3,297.18
5871	Sask Workers' Compensation	Premiums	\$ 500.50
On-line	Sask Water	Contract	\$11,250.95
On-line	Sask Tel	Village telephone	\$ 319.55
M/C	Accurate Stamp Seal	Office supplies	\$ 47.25
M/C	Sask Research Council	Water Samples	\$ 27.56
Direct	UNPS – Debit Machine	Service charges	\$ 5.55
Direct	Robin Boyer	Admin Payroll	\$ 1,326.75
Direct	Ryan McCloy	Maintenance Payroll	\$ 1,515.52
M/C	Sask Research Council	Water Samples	\$ 27.56
5872	MEPP	Pension Remittance	\$ 1,342.54
5873	Receiver General of Canada	Tax Remittance	\$ 2,389.59
5874	SUMA	Benefits Remittance	\$ 398.35

On-line	Sask Energy	Village energy	\$ 4,670.18
On-line	Sask Power	Village Power	\$ 4,617.89
Direct	UNPS – Debit Machine	Service charges	\$ 8.00
5875	Glen Lewis	Contracted W & S Oper.	\$ 189.00
Direct	Sask Finance – EPT	School Taxes collected	\$ 1,485.27
		TOTAL	\$53,985.17
		<u>CARRIED</u>	

29-18 Boyer: That Councilor Doucet be acknowledged as present.
CARRIED

CORRESPONDENCE:

30-18 Doucet: That the following correspondence, being read, be filed:
CARRIED

Multi Material Stewardship Western – Notice of 4th Quarter recycling rebate of \$527.43. This amount will be reflected on our Greenland Waste invoice.
ATAP Infrastructure – Notice of upcoming training workshops. Would like to register Ryan for “Water Main Swabbing” on May 2 or “Hydrant Operation & Maintenance” on May 3 in Saskatoon.
Affinity Credit Union – Notice of changes to business account service fee plans.
Saskatchewan Parks & Recreation Association – Membership renewal application package.
Xylem Canada – Quote provided to service sewage pumping stations for annual maintenance.
Asset Management Saskatchewan – Information on asset management online certificate course.
Christine Tienkamp – River Road Festival – Required an in-kind donation from the Village to apply for a grant program by January 28. She was provided a confirmation of support for in-kind advertising on the municipal website and Community Newsletter. Council must offer formal approval at this meeting.
D & M Fire Safety Systems – Have informed that we require a hydrostatic test of the Ansul R102 tank in the Community Hall (\$225) and possibly a class K fire extinguisher (\$250).
Boughen Nurseries – Advertising.
G L Mobile Communication – Business credit application. If we want to purchase from them we will require a credit account to charge. Fire Department had trouble getting radio repairs and batteries.
Saskatchewan Housing Authority – Updated local directory.
Government of Saskatchewan – Confirmation that our New Deal Gas Tax Infrastructure Investment Plan has been received and is being reviewed.
MNP – Audit service plan and engagement letter.
Community Initiatives Fund – Information on updated guidelines and new grant platform.
Greenland Waste – Provided another proposal for adding recycle collection every 2 weeks as opposed to every 4 or having an additional front-load, lockable bin available near the office for residents overflow. Recycle collection every 2 weeks would add approximately \$8,800 in expense per year and a community overflow bin would cost approximately \$ 2,000 per year.
St. Louis Curling Club – 2016-17 Financial statement
Traffic Radar Signs – Monthly stats.

31-18 McDougall: That Ryan be registered for ATAP Infrastructure training course in Saskatoon on May 3, 2018 for “Hydrant Operation & Maintenance” and his travel expenses be paid.
CARRIED

32-18 Jenny: That the Village renew its membership with Saskatchewan Parks & Recreation Association for 2018/19.
CARRIED

33-18 Jenny: That the Village accept the quote for annual servicing and maintenance on the sewage pumping station pumps presented by Xylem Canada.
CARRIED

34-18 McDougall: That the Village acknowledges the in kind website and newsletter advertising for the River Road Festival.
CARRIED

35-18 Jenny: That the Village accept the quote for hydrostatic test of Ansul tank at Community Hall by D & M Fire Safety Systems.
CARRIED

36-18 Boyer: That the Village acknowledges the year-end audit engagement letter from MNP.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

37-18 Doucet: That Council acknowledge the January 2018 Water Treatment Plant readings as being complete and accurate after their review of said documents.
CARRIED

COMPLAINTS RESPONSE REGISTER:

No formal complaints logged for this month.

OCCUPATIONAL HEALTH & SAFETY:

No relevant safety issues or concerns.

VISITOR – SGT. KURTENBACH – WAKAW RCMP:

Sgt. Kurtenbach met with Council as part of annual operating and performance plan, to update on pertinent items for our community.

OLD BUSINESS

OLD SHOP BUILDING:

Administrator provided Council with an update to the status of asbestos testing on the old shop building.

EMERGENCY RESPONSE PLAN / PLANNING COMMITTEE:

38-18 Doucet: That Deputy Mayor Boyer be appointed as Emergency Planning Coordinator within the Village's Emergency Measures Organization.
CARRIED

39-18 Jenny: That Councilor Doucet be appointed as Council representative on the Emergency Planning Committee within the Village's Emergency Measures Organization.
CARRIED

LONG-TERM & SHORT-TERM DISABILITY BENEFITS:

40-18 Doucet: That all current benefits remain as is and that long-term disability benefits not be added at this time and that effective March 1, 2018 all employees continue to earn 1.25 sick days per month and be allowed to bank up to 60 sick days.
CARRIED

VANDALE TAX MORATORIUM REQUEST:

41-18 McDougall: That a municipal tax moratorium be allowed on this property for 2018 and a recorder vote be held.

In favour – McDougall, Doucet

Opposed – Jenny, Boyer, Caron

DEFEATED

42-18 McDougall: That a response letter be sent to the property owner outlining reasons why tax moratorium was not approved.
CARRIED

NEW BUSINESS

2018 DRAFT BUDGET & 5 YEAR CAPITAL PLAN:

Council was provided with a Draft copy of Budget for 2018 and 5 year Capital Plan for review prior to March Meeting of Council.

TRANSFER OUTSTANDING UTILITIES TO TAX ACCOUNTS:

43-18 Doucet: That all outstanding utilities as presented be transferred to the corresponding tax account if they remain unpaid as of March 1, 2018.
CARRIED

ASSESSMENT CHANGES – FORCIER:

Council updated as to the extreme assessment change to this property for 2018 and why they have occurred.

AED DEFIBRILLATOR:

44-18 McDougall: That a notice be placed into the Newsletter informing the public that a fundraising initiative will be starting to raise funds for new updated AED defibrillators.

CARRIED

HALL SECURITY SYSTEM:

Council discussed further security concerns at Community Hall and confirmed that Lions club will look at issue as well before a suitable long-term plan is proposed.

SAND / SALT SPREADER:

45-18 Jenny: That attempts to modify sander so as it can operate with a portable generator be considered.

CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items that Administrator will gather more information on:

Lions club keys for Hall bar, storage, etc.
Pawn shop business
Mastercard purchases for office supplies
Ball Diamond rental rates
Village Office during staff holidays
Maintenance vacation days
Water plant generator update
Old traffic bridge
Skating Rink closure date

46-18 Doucet: That the Lions Club be provided 2 keys for Hall bar, storage room and bingo room and that keys for bingo room be placed on 2 rental set of Hall keys.

CARRIED

47-18 Doucet: That the Mastercard be used to purchase the office supplies (stamp pads) on-line from Office Depot that cannot be sourced through our usual suppliers.

CARRIED

48-18 Doucet: That Mayor Caron be given a key to Village Office and code for alarm while Administrator is on Vacation February 19 – 23, 2018.

CARRIED

49-18 Jenny: That Maintenance worker Ryan be allowed February 20 – 23, 2018 off as vacation days and he agrees to perform required daily water sampling tests and be on call for emergencies during this time.

CARRIED

ADJOURN:

50-18 Mayor Caron: That this meeting adjourn.

CARRIED

Mayor

Administrator