

A REGULAR MEETING OF
 THE VILLAGE OF ST. LOUIS
 HELD IN THE COMMUNITY HALL
 FEBRUARY 17, 2021

CALL TO ORDER:

The meeting was called to order at 4:30 P.M. by the Mayor.

ATTEND:

Councilors present: Mayor Marc Caron, Deputy Mayor Janelle Paul, Tristen Boettcher, Jennifer Jenny, Shane Jenny and Administrator Robin Boyer

18-21 S. Jenny: That Council member Janelle Paul be excused until later in the meeting.

CARRIED

AGENDA:

19-21 J. Jenny: That the agenda be approved as presented.

CARRIED

MINUTES:

20-21 J. Jenny: That the minutes of the regular meeting of January 13th, 2021 be approved.

CARRIED

FINANCIAL REPORTS:

21-21 Boettcher: That the financial reports for the month ending January 2021 be acknowledged.

CARRIED

ACCOUNTS PAYABLE:

22-21 Boettcher: That the following accounts be approved for payment:

<u>CHECK #</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
6742	AED Advantage	Defibrillator supplies	\$ 197.55
6743	Canada Post	Office / Water sample Postage	\$ 121.25
6744	D M Fire Safety Systems	Hall suppression inspection	\$ 154.88
6745	Kleen Bee	Maintenance supplies	\$ 110.67
6746	Edward Lussier	Casual Labour – Xmas Lights	\$ 60.00
6747	MNP LLP	Audit Installment	\$ 5,812.50
6748	Munisoft	Office supplies – computer	\$ 134.10
6749	Lake Country Co-Op	Maintenance supplies	\$ 77.63
6750	Lynn Regnier	2021 Sign Corridor Rental	\$ 540.00
6751	Sask Research Council	Water sampling fees	\$ 392.17
6752	Staples Business Advant.	Office supplies	\$ 274.59
6753	St. Louis Curling Club	CRAG Grant Donation	\$ 2,500.00
6754	St. Louis Skating Rink	CRAG Grant Donation	\$ 2,500.00
6755	Village of St. Louis	Maintenance tools cash purchase	\$ 55.50
6756	Wapiti Regional Library	2021 Grant Installment	\$ 3,531.65
Direct Dep.	Robin Boyer	Admin Salary/Mileage	\$ 1,536.40
Direct Dep.	Ryan McCloy	Maintenance Salary	\$ 1,000.00
6757	Anderson Pumphouse	Water repair parts	\$ 226.28
6758	Greenland Waste	Waste Collection/recycle rebate	\$ 1,391.19
6759	NAPA Auto Parts	Maintenance repair parts	\$ 21.65
6760	Lake Country Co-Op	Maintenance supplies	\$ 65.18
6761	Jason Petit	W & S Furnace repairs	\$ 200.00
6762	SAMA	Assessment services 2021	\$ 4,813.00
On-line	Sask Water	Water Contract	\$10,650.98
6763	Applied LP HyPower	Grader hose	\$ 76.90
6764	Ainsworth National Ref.	Ice plant supplies	\$ 422.04
6765	SPRA	2021 Annual Membership	\$ 50.00
On-line	Sask Energy	Village Energy	\$ 3,259.89
On-line	Sask Tel	Village Telephone	\$ 342.35
Direct	UNPS – Debit	Service fees/bank charges	\$ 5.55
On-line	Collabria MC	Maint. Supplies / Water plant rep	\$ 366.59
6766	ATAP Infrastructure	Water training	\$ 336.00
6767	STARS	Donation	\$ 250.00
6768	Traffic Logix Corporation	Radar sign repair parts	\$ 819.00
Direct Deposit	Robin Boyer	Admin Salary	\$ 2,171.61
Direct Deposit	Ryan McCloy	Maintenance Salary	\$ 1,470.71
On-line	MEPP	Pension Remittance	\$ 1,594.80
6769	Receiver General of Canada	Tax Remittance	\$ 2,593.70
On-line	SUMA	Benefits Remittance	\$ 337.96

On-line	Sask Power	Village Power	\$ 3,539.13
6770	Glen Lewis	Contracted W & S Oper.	\$ 189.00
Direct	UNPS / First Data	Debit Machine Fees	\$ 8.00
6771	Estate of Lorraine Grywachski	Utility overpayment	\$ 100.00
Direct	Minister of Finance – EPT	School taxes collected	\$ 2,066.19
Direct	UNPS / First Data	Debit Machine Fees	\$ 0.30
		TOTAL	\$56,366.89
		<u>CARRIED</u>	

23-21 J. Jenny: That Council member Janelle Paul be acknowledged as present.
CARRIED

CORRESPONDENCE:

24-21 J. Jenny: That the following correspondence, being read, be filed:
CARRIED

ATAP – Notice of upcoming training opportunities for water and sewer operators.

Government of Saskatchewan – Minister of Parks, Culture and Sport – Acknowledgement of the Village’s registration for the Community Rink Affordability Grant for both the Skating and Curling rinks.

STARS – Donation request.

Ministry of Government Relations – PDAP – Notice of final grant payment on the PDAP project. The project is now complete.

SAMA – Notice of Annual Meeting. It will be held virtually on Thursday April 8, 2021 at 1:30 PM.

Heritage Saskatchewan – Requesting the Village take out a 2021 membership.

Xylem Canada Company – Notice of a re-organization and name adjustment to Xylem Canada LP.

River Road Festival – Required confirmation of support from Municipality in order to apply for a Heritage Canada grant. The support is in-kind Newsletter and website advertising. It has been done for the past couple of years.

SPRA – Membership renewal information. Allowed one voting delegate, which can be set as the Mayor or Administrator.

MNP – Audit Service Plan and Audit Client Briefing documents provided for Council review.

Traffic Radar Sign – Monthly stats.

25-21 S. Jenny: That Ryan be registered to attend ATAP training in Rosthern on June 2, 2021.
CARRIED

26-21 Boettcher: That a \$250 operating donation be provided to STARS air ambulance.
CARRIED

27-21 J. Jenny: That the Village provide in-kind advertising support on the website and Newsletter for the River Road Festival to support their Heritage Canada Grant application.
CARRIED

28-21 S. Jenny: That the SPRA annual membership be renewed and that the Administrator be the municipal voting delegate.
CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

29-21 Paul: That Council acknowledge the January 2021 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.

OCCUPATIONAL HEALTH & SAFETY:

No relevant issues or concerns were brought forward at this meeting.

OLD BUSINESS

MINISTRY OF HIGHWAYS CULVERT PROJECT:

Administrator updated Council on the progress respecting this project.

NEW BUSINESS

VISITOR - STACY TIENKAMP – SUBDIVISION PLAN:

Council reviewed a proposed subdivision plan and will require further information from Community Planning before approval can be granted.

ASSET MANAGEMENT PLAN:

30-21 S. Jenny: That the Asset Management Plan be used as a guideline for the preparation of the 2021 Operating and Capital budgets.

CARRIED

GTF – INFRASTRUCTURE INVESTMENT PLAN:

Council reviewed options to utilize future Gas Tax Fund grants.

DRAFT BUDGET 2021:

Council was updated on the status of 2021 Budget preparation and considerations for projects that need to be carried out in 2021. A Budget Planning Meeting will be required, likely to be called for late March.

BASE TAX AMOUNTS FOR LAND / IMPROVEMENTS:

Council updated on the current Base Tax amounts for Land and Improvements and potential increases or changes required for 2021, based on Assessment and Budget requirements.

EMERGENCY PLAN – UPDATED CONTACT LIST:

31-21 S. Jenny: That the changes to the contact list of the municipal emergency plan be approved as presented.

CARRIED

NEW WEBSITE DEVELOPMENT / HOSTING SERVICES:

32-21 Paul: That the Administrator obtain some quotes to update the municipal website, including new web hosting services.

CARRIED

ADMINISTRTION LAPTOP COMPUTER:

33-21 Boettcher: That the Administrator obtain quotes to purchase a laptop computer to be used to work remotely during emergencies, holidays, days away from the office, etc.

CARRIED

FIRE AGREEMENT WITH RM OF ST. LOUIS:

34-21 S. Jenny: That the Fire Agreement with the RM of St. Louis be amended as presented to account for minor changes within the Fire Department services and consideration be given to an annual operating budget for Fire Department safety gear, with input from the RM of St. Louis.

CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Newsletter monthly insertions.
Rental of a trailer for snow removal.
Wild animals in the community.
Contacts for Ministry of Highways culvert project.

35-21 Paul: That a monthly insertion be made in the Newsletter of old Historical Society newspaper articles from the History in Print book, as requested.

CARRIED

36-21 S. Jenny: That a note be placed in the Newsletter asking residents not to feed wild animals within the municipal limits.

CARRIED

ADJOURN:

37-21 Mayor Caron: That this meeting adjourn.

CARRIED

Mayor

Administrator