

A REGULAR MEETING OF
 THE VILLAGE OF ST. LOUIS
 HELD IN THE VILLAGE OFFICE
 MARCH 11, 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

AGENDA:

43-14 A. McDougall: That the agenda be approved as presented.

CARRIED

MINUTES:

44-14 Jenny: That the minutes of the regular meeting of February 11, 2014 be approved.

CARRIED

FINANCIAL REPORTS:

45-14 A. McDougall: That the financial reports for the month ending February 2014 be acknowledged.

CARRIED

ACCOUNTS PAYABLE:

46-14 L. 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	Bank Charges	\$ 0.63
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
On-Line	Sask Tel Mobility	Maintenance Phone	\$ 59.48
4535	Robin Boyer	Admin Salary	\$ 1,000.00
4536	Golder Associates	Creek Erosion Project	\$ 1,130.06
4537	Golden’s Fire Extinguisher	Service	\$ 348.04
4538	Edward Lussier	Maintenance Salary	\$ 800.00
4539	Mann Northway	Truck Repair & Service	\$ 109.35
4540	McIntyre Construction	Frozen Water line valve	\$ 2,607.15
4541	National Refrigeration	Ice Plant Repair	\$ 1,224.09
4542	Prince Albert Co-Op	Maint supplies & repair	\$ 467.73
On-Line	Sask Water	Contract water	\$ 7,665.79
M/C	Sask Finance – Minister of Health	Water Samples	\$ 10.50
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
4543	FCM	2014/15 Membership	\$ 183.87
4544	Greenland Waste	Monthly Waste Disposal	\$ 2,601.29
4545	Edward Lussier	Maint Plumbing supplies	\$ 91.10
4546	Village of St. Louis	Maint Plumbing supplies	\$ 35.65
Direct	UNPS – Debit Machine	Bank Charges	\$ 5.50
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
On-line	Sask Tel	Village Phone	\$ 400.74
On-line	Sask Power	Village Power	\$ 4,876.32
4547	Robin Boyer	Admin Salary	\$ 2,038.14
4548	Edward Lussier	Maintenance Salary	\$ 1,669.43
4549	MEPP	Pension Remittance	\$ 1,373.82
4550	Receiver General of Canada	Tax Remittance	\$ 2,613.03
4551	SUMA	Benefits Remittance	\$ 485.99
On-line	Sask Energy	Village Energy	\$ 2,965.10
M/C	Sask Finance – Minister of Health	Water Samples	\$ 21.00
Direct	UNPS – Debit Machine	Bank Charges	\$ 5.00
4552	Glen Lewis	Contracted W & S Oper.	\$ 200.00
4553	Sask Rivers School Div.	School Taxes Collected	\$ 2,011.20
		TOTAL	\$ 37,063.00
		<u>CARRIED</u>	

CORRESPONDENCE:

47-14 A. McDougall: That the following correspondence, being read, be filed:

CARRIED

Xylem – Maintenance service for our sewage pumping stations for 2014 will be \$2,732.00 plus taxes per inspection. Does Council want to budget for this annual maintenance service? It would be a good idea.

Christine Tienkamp – Letter of request for municipal sidewalk along Highway #25. Village does not own any abutting land as the Highway allowance runs directly up to private property.

Federation of Canadian Municipalities – Requesting the Village to become members for \$184 annually. They do work on behalf of all Canadian municipalities on a Federal level with different grant and program authorities.

Water Security Agency – Notice of meeting in Prince Albert on March 6, 2013 regarding spring run-off and flooding concerns in our area.

Meyers Norris Penny – Draft Financial Statements & Audit Findings Report presented to Council for review and approval.

Communities in Bloom – Received an invitation to participate in the program.

SAMA – Notice of Annual General Meeting April 16, 2014 in Saskatoon.

SUMA – Notice that the SUMA Municipal Blanket Bond Program has been discontinued effective March 31, 2014. Our liability insurance provides the adequate coverage that we are legislated to carry, so no further action is required by the Village at this time.

North Central Transportation Planning Committee – Invitation to become members for 2014/15 (\$270) and provided notice of Annual Meeting on April 10 in Blaine Lake.

The Water Clinic – Brochure on services provided.

Ministry of Government Relations – Information on new policy regarding limits on the use of mill rates.

SPRA – Information on Awards and education and training available.

Hank Ethier – He is making a request to park and live in a trailer on his property while he completes his house. It would be approximately three months.

Saskatchewan Assessment Appraisers' Association – Information on services they offer and request the Village to become members.

SGI – Notice that the Village qualifies for a 10% reduction on basic insurance premiums for all vehicles that we register in 2014.

World Wildlife Fund – Notice that Earth Hour will be on March 29 at 8:30 PM and they request municipalities to participate in shutting all unnecessary lights at municipal buildings in support.

48-14 A. McDougall: That the Village budget for a service maintenance agreement with Xylem for the servicing of our sewage pumping stations for 2014 and that more information be obtained as to the level of work that they will perform.

CARRIED

49-14 Caron: That a response letter be sent to Christine Tienkamp outlining the Village position regarding her request regarding sidewalks adjacent to her property.

CARRIED

50-14 A. McDougall: That the Village apply for membership with the Federation of Canadian Municipalities for 2014 and pay the required fee of \$184.

CARRIED

51-14 Jenny: That Council accepts the updated 2013 Draft Financial Statements and Audit Findings Report as presented by Meyers Norris and Penny LLP, through their correspondence to Council.

CARRIED

52-14 Caron: That Council approves the request of Hank Ethier respecting a trailer on his lot while construction of his home is completed.

CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

53-14 L. McDougall: That Council acknowledges the February 2014 Water Treatment Plant Readings as being complete and accurate after their review of said documents.

CARRIED

OLD BUSINESS

COMPLAINTS RESPONSE REGISTER:

54-14 A. McDougall: That the Complaint Register has been reviewed as presented and that a response letter be provided to the complainant outlining the Village's response to his concern.

CARRIED

EMERGENCY RESPONSE COMMITTEE:

Update provided by Mayor Rancourt. No new information was presented at this time.

SPEED BUMPS:

55-14 A. McDougall: That after review of costs for removable speed bumps that these speed bumps be budgeted for as part of the 2014 Operating Budget and Capital Plan.

CARRIED

FIRE DEPARTMENT AGREEMENT WITH RURAL MUNICIPALITY:

Council members were provided with a draft copy of a proposed new agreement for the Volunteer Fire Department between the Village and the Rural Municipality for their review and comments.

NEW BUSINESS

2014 DRAFT BUDGET REVIEW:

56-14 Jenny: That the Administrator consider developing the 2014 Budget to account for a summer student and seasonal hires at this time.

CARRIED

2014 – 5 YEAR CAPITAL PLAN REVIEW:

57-14 A. McDougall: That the draft 5 Year Capital Plan as presented by the Administrator be tabled for approval with the Budget to the next meeting of Council.

CARRIED

NEW HIRE – MAINTENANCE / RECREATION:

58-14 L. McDougall: That this item be tabled until the April Meeting of Council.

CARRIED

MAINTENANCE TRAINING:

59-14 A. McDougall: That the Administrator register Maintenance Foreman to complete two required training sessions at a time and place that is appropriate and convenient, prior to December 31, 2014.

CARRIED

MAINTENANCE JOB DESCRIPTION:

60-14 L. McDougall: That this item be tabled until the April meeting of council and that the Employee Code of Conduct document be included with this agenda item.

CARRIED

NEWSLETTER FINANCING:

61-14 A. McDougall: That for the interim the Newsletter continue operating status quo, with a further request put out to the local area for monetary donations to cover the costs of producing it on a monthly basis and that the Community Hall be made available for a Newsletter fundraiser brunch on April 13, 2014 as part of the Lion's Club Easter Bingo event for a fee of \$150.

CARRIED

TRANSFER FROM GENERAL ACCOUNT TO UTILITY SURPLUS FOR 2013:

62-14 Caron: That the utility operating surplus from 2013 of \$7,348 be transferred from the General account to the Utility Surplus account.

CARRIED

VISITORS – SENIORS CLUB WALKING TRAIL PROJECT:

Visitors from the St. Joseph Seniors Club attended to make a presentation to Council on the proposed Walking Trail Project that they are working on.

63-14 A. McDougall: That the Village supports the St. Joseph Senior's Club Walking Trail Project and provides approval for use of required land adjacent to 4th street and Ball Diamonds for the beginning point of a municipal Walking Trail. (Legal Land Description: Parcel C, Plan CW4577 Ext. 0, Parcel 132936251). The Trail will begin with approximately 200 metres of trail from McKenzie Avenue heading east toward Boucher Avenue and will include the installation of base and surfacing on the Walking Trail. The Village will consider options for a west ditch access point and possibility of a culvert and additional street lighting.

CARRIED

MISCELLANEOUS ITEMS:

Minor discussion took place on the following items:

Quote for maintenance truck repairs.

Re-capping of sidewalk.

Frozen water lines.

New welder for thawing lines.

Development permit at 341 – 2nd Street.

Fire Department Fund Raiser.

Liability for volunteers working on service club projects on public property or in public facilities.

64-14 L. McDougall: That a letter be sent to Sandy Pitzel requesting further information regarding invoice from Fast Plumbing in respect to her frozen water line.

CARRIED

ADJOURN:

65-14 Mayor Rancourt: That this meeting adjourn.

CARRIED

Mayor

Administrator