

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

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CALL TO ORDER:

The meeting was called to order at 4:00 P.M. by the Deputy Mayor.

ATTEND:

Councilors present: Deputy Mayor Joan Boyer, Lloyd McDougall, Derek Jenny, Pauline Doucet and Administrator Robin Boyer

51-18 McDougall: That Mayor Caron be excuse from this meeting.

CARRIED

AGENDA:

52-18 Doucet: That the agenda be approved as presented.

CARRIED

MINUTES:

53-18 Jenny: That the minutes of the regular meeting of February 12<sup>th</sup>, 2018 be approved.

CARRIED

FINANCIAL REPORTS:

54-18 Doucet: That the financial reports for the month ending February 2018 be acknowledged.

CARRIED

ACCOUNTS PAYABLE:

55-18 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	\$ 0.57
M/C	Sask Research Council	Water Samples	\$ 27.56
5876	Village of St. Louis	Maintenance tools	\$ 295.25
M/C	Sask Research Council	Water Samples	\$ 27.56
5877	ATAP Infrastructure	Workshop	\$ 252.00
5878	Greenland Waste	Waste Collection Cont.	\$ 2,264.18
5879	NAPA Auto Parts	Maintenance repairs	\$ 294.82
5880	Ainsworth National Refrigeration	Ice plant service	\$ 3,631.41
5881	Lake Country Co-Op	Maintenance supplies	\$ 85.90
5882	Sandy’s Grocery	Maintenance supplies	\$ 33.00
5883	SPRA	2018 membership	\$ 50.00
5884	Roger Topping	Maintenance repairs	\$ 280.00
5885	Corey Linfitt	F/D Training Travel	\$ 199.55
5886	Jim Lepine	Frozen sewer line	\$ 277.50
5887	Rob Vandale	F/D Training Travel	\$ 132.10
On-line	Sask Tel	Telephone services	\$ 317.64
On-line	Sask Water	Contract water	\$ 9,156.45
M/C	Sask Research Council	Water Samples	\$ 27.56
On-line	Sask Energy	Energy requirements	\$ 3,450.84
Direct	UNPS – Debit Machine	Service charges	\$ 5.55
5888	MEPP	Pension Remittance	\$ 1,342.54
5889	Receiver General of Canada	Tax Remittance	\$ 2,389.59
5890	SUMA	Benefits Remittance	\$ 398.35
Direct	Robin Boyer	Admin Payroll	\$ 1,826.75
Direct	Ryan McCloy	Maintenance Payroll	\$ 1,515.52
On-line	Sask Power	Village power	\$ 4,974.55
M/C	Sask Research Council	Water Samples	\$ 27.56
M/C	EventBrite – Asset Management	Workshop	\$ 60.00
M/C	Air Unlimited	Water Plant Generator	\$ 1,814.04
5891	Glen Lewis	Contracted W & S Oper.	\$ 189.00
5892	Sandy Lussier	Contr. W & S Repairs	\$ 439.32
5893	Arthur Good	Frozen sewer main	\$ 410.70
5894	Gary Lizotte	Shop building inspection	\$ 288.75
M/C	Sask Research Council	Water Samples	\$ 27.56
Direct	UNPS – Debit Machine	Service charges	\$ 8.00
Direct	Sask Minister of Finance	School taxes collected	\$ 2,063.95
		<u>TOTAL</u>	\$41,017.12
		<u>CARRIED</u>	

CORRESPONDENCE:

56-18 McDougall:

That the following correspondence, being read, be filed:

CARRIED

Doug & Lucille Tetarenko – Request letter asking for some type of tax relief for 132 Riverside Drive and would like Council to consider allowing some type of residential use out of that building.

Tradewest – Advertising brochure for stackable chairs.

SAMA – Notice of Annual General Meeting.

SUMA – Membership support letter outlining services provided with our SUMA annual membership.

Asset Management Saskatchewan – Information on asset management online certificate courses and workshops available to administrators and Council members.

Federation of Canadian Municipalities – 2018 Federal Budget highlights.

North Central Transportation Planning Committee – Notice of Annual General Meeting and invitation to become an annual member for \$270 per year.

SGI – Notification that we qualify for a 15% rebate on vehicle insurance due to past claims history.

Traffic Radar Signs – Monthly stats.

57-18 Doucet:

That SAMA's Agreement to Adjust Assessment for 132 Riverside Drive be accepted as the only tax relief on that property, consistent with any other property in the municipality.

CARRIED

58-18 Doucet:

That property owner at 132 Riverside Drive be invited to Council Meeting on May 14, 2018.

CARRIED

59-18 Jenny:

That consideration to having Catterall & Wright contracted for Asset Management Plan development through the FCM grant program be explored by the Administrator.

CARRIED

REVIEW OF WATER TREATMENT PLANT READINGS:

60-18 Jenny:

That Council acknowledge the February 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.

**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:

Council advised that the Planning Committee would hold a meeting sometime in April to begin process.

BUSINESS LICENSING & REGULATION BYLAW:

61-18 Jenny:

That the Administrator compile a draft Business Licensing Bylaw for Council to review at the April meeting.

CARRIED

**NEW BUSINESS**

2017 DRAFT FINANCIAL STATEMENTS:

62-18 Doucet:

That the 2017 draft audited financial statements prepared by MNP be accepted and approved as presented.

CARRIED

2018 DRAFT BUDGET & 5 YEAR CAPITAL PLAN:

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

BYLAW NUMBER ONE OF 2018 – BASE TAX:

Council was provided with a copy of Bylaw Number One of 2018, respecting Base Tax, for review prior to April Meeting of Council.

VISITOR – TAX ACCOUNT:

Visitor was unable to attend the meeting.

63-18 Doucet:

That the Village not accept the presented payment plan for the outstanding tax account as noted and that a letter outlining Council's position be sent to the property owner advising that full payment is required by July 1, 2018 or further tax enforcement processing will begin.

CARRIED

MAINTENANCE GRADER:

Council was advised of the maintenance issues with the grader and held discussion on the snow removal efforts this past winter season.

CURLING RINK SECURITY SYSTEM MONITORING:

64-18 Jenny:

That the Village cover the cost of monitoring the security system at the Curling Rink in the amount that insurance premiums are lowered, as per SGI.

CARRIED

NEWSLETTER ADVERTISING RATES:

65-18 McDougall:

That standard advertising rates be developed for monthly Community Newsletter submissions as follows:

1/8 Page \$10

¼ Page \$10

1/3 Page \$15

½ Page \$15

¾ Page \$20

Full Page \$20

And that full page inserts can be included with the Newsletter for free if 340 copies are provide to the office prior to monthly distribution.

CARRIED

MISCELLANEOUS ITEMS:

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

Transfer of surplus funds for operating expenses

Defibrillator donations

Bylaw enforcement services

Plaque for Lions 50<sup>th</sup> anniversary

66-18 Doucet:

That \$37,500 be transferred from the Infrastructure surplus account to the General account as per the proposed 2018 budget for capital and maintenance related expenses.

CARRIED

67-18 Doucet:

That an account be started to accommodate any donations to new AED defibrillator machines.

CARRIED

68-18 McDougall:

That bylaw enforcement services be put on April meeting agenda and that the Administrator contact EPS to see about a reduced contract for 2018.

CARRIED

69-18 Doucet:

That a plaque be purchased for the Lions Club 50<sup>th</sup> Anniversary for presentation to the Club from the Village of St. Louis.

CARRIED

ADJOURN:

70-18 Deputy Mayor Boyer:

That this meeting adjourn.

CARRIED

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Mayor

\_\_\_\_\_  
Administrator