

VILLAGE OF
North Portal
Regular Council Meeting
Tuesday January 16th, 2024
Village Office
204 Park Ave

Present: Mayor Amy Armstrong
Councillor Amy Belitski
Councillor Chase Buchanan
Councillor Callie Fair
Administrator Lindsay Davis

A quorum being present, Mayor Armstrong called the meeting to order at 7:03 pm.

Reports

Council

- Knox United Church: A 2023 expense summary was supplied by the church board for council review. A letter will be sent to rate payers as well as survey to determine public opinion regarding the possible acquisition of the property.
- Post Office: The current Postmaster will be leaving her position in February and is asking that the village take over the phone line, space rental and furnishings until a new postmaster is in place. The village requests written notice.
- RCMP Community Outreach Meeting: Armstrong and Davis attended a meeting with Sgt. Udey who is gathering feedback from communities regarding policing needs and concerns. Issues regarding an emergency on the international boundary and the coordination of multiple law enforcement agencies were raised.

Waterworks

- Turbidity has improved but still needs to be addressed
- Armstrong has applied for Waterworks Operator Certification renewal with an upgrade to include wastewater
- Lift station sensor programming is causing issues. It needs to be reset up.
- AC Power will be supplying a quote to move the lift station controller inside the WTP to prevent corrosion and ease of monitoring
- Quote for new testing meters received from Hach
- The north side furnace at the WTP is not working. Lindsay will contact Barry's Plumbing to see if it can be repaired.
- New stainless steel locks for the lift station need to be ordered

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Roads/Maintenance

- New controller for the snow blade ordered
- GLF medical assist issue reported
- Genco to be contacted in the spring to discuss First St repairs
- The PIFD plans to burn the tree pile soon

Hall/Park/Cemetery

- The Holiday Train Access Communications story was very complimentary.
- The Christmas decorations have been put away

Administration

- 2023 Audit scheduled for February 21, 2024
- Council Questionnaire for the auditors presented for review

2024-01 Belitski/Fair

Minutes

THAT the minutes of the meeting held December 12th, 2023 be approved as presented.

Carried

2024-02 Belitski/Fair

Hach Meter Quote

THAT the Hach Quote # Q-05115-1 of \$5,508.10 be accepted and the DR900 Portable Colorimeter and 2100Q Turbidimeter be approved for purchase.

Carried

2024-03 Belitski/Fair

Financials

THAT the December 2023 Financial Statements and bill list for a total of \$41,776.34 be accepted and approved as presented.

Carried

2024-04 Belitski/Fair

Disposal of Records Listing

THAT the Disposal of Records Listing be approved as presented and form part of the minutes as Schedule A.

Carried

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204 Park Ave

Correspondence

1. Portal International Fire Department Response Time Letter

NEXT MEETING: Thursday February 15th, 2024 at 7:00pm

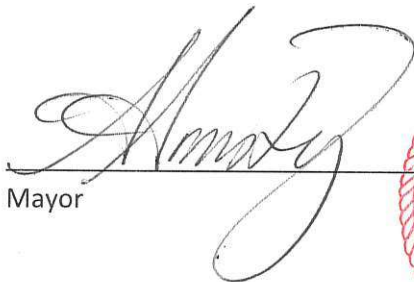
2024-05 Belitski/Armstrong

Adjournment

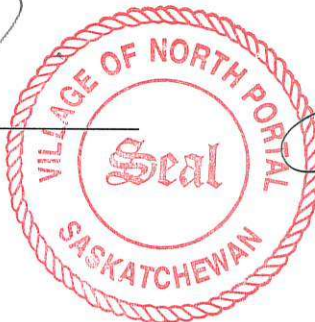
THAT the meeting be adjourned at 8:10 pm.

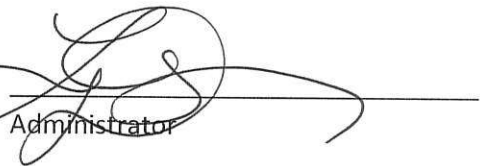
Carried

Presented to council on the 20th day of February, 2024.



Mayor





Administrator

Disposal of Records Listing

Date: January 10, 2024

Inventory of Records:

As per attached report

As per Schedule: 1.1, 1.2, 1.4, 1.5, 1.7, 1.8, 1.9, 1.10, 1.11, 1.12, 1.13, 1.15, 1.18, 2.6, 2.8, 2.15, 2.16, 2.17, 2.18, 4.1, 4.2, 6.1.6.

Summary:

Records to be destroyed are part of a large disposal project following an extensive cleaning of the file storage area. Documents date back to the 1960s through to the 2016. All permanent record documents were retained with exception to when there were multiple copies of the same document. The disposal consists mainly of old receipts, bank statements, deposit books, bills and invoices which do not pertain to a specific large project.

Number of Units:

17 bags

Records Destroyed by:

Diversified Services, Estevan, SK
(Certificate provided)

Destroy

List Prepared by
Natalie Davis
Dec 27/28-2023

Sewer & water 75-79
General accounts 1980
General accounts 1978
General accounts 1989
General accounts 1983
Sewer & water 79-81
General accounts 1979
General accounts 1981
Sewer & water 79-80

-85	-91	-89
-84-85	-79	-95
-83-84	-83	-92-93
-90-91	-86	-88
-92	-82	-87-88
-87	-78	-94-95
-95-96	-76-77	-91-92
-93-94	-80-81	-94

Payment December 1995
payment November 1995
payment October 1995
payment September 1995
payment August 1995
payment July 1995
payment June 1995
payment May 1995
payment April 1995
payment March 1995
payment February 1995
payment January 1995

General account 1983

Payment 1989

payments 1983

payments 1994

payments 1990

payments 1992

payments 1991

payments 1996

payments 1997

payments 1998

Bills paid 1999

Cheques Aug 7, 1995 - Nov 6, 1996

Accounts payable 2001

cheques 1999

General accounts 2001

General accounts ~~nov~~ nov 1996 - dec 1997

payments 1979

payments 1980

payments 1981

payments 1982

payments 1983

payments 1984

payments ~~1985~~ 1985

payments 1986

payments 1987

payments 1988

1998 cheques

1987 cheques

General accounts July 85 - Feb 86
General accounts Jun 90 - Aug 91
General accounts 84
General accounts 91-92
General accounts 94-95
General accounts 92-94
General accounts 2000
General accounts 88

Old EI info
payroll 1999
payroll 1998
payroll 1997
payroll 2000
payroll 1999
Cost ledger 2000
Tax income 1987-1998
payments < 2001
cash receipts 2000

payments 1975
payments 1979
payments 1973
payments 1972
payments 1971
payments 1970
payments 1968
payments 1967
payments 1968
payments 1989
payments 1988
payments 1987
payments 1986
payments 1985

payments 1984

payments 1983

payments 1982

payments 1981

payments 1980

payments 1979

payments 1978



Cash receipts 1998

Cash receipts 1997

payments 1997

payments 1996

payments 1995

payments 1993

payments 1992

payments 1991

payments 1990

payments 1988

payments 1989

~~cash~~ Cash receipts 1996

Cash receipts 1995

Cash receipts 1994

Cash receipts 1974

Cash receipts 1973

Cash receipts 1971

Cash receipts 1993

Cash receipts 1992

Cash receipts 1970

Cash receipts 1986

Cash receipts 1984

sh receipts 1983

sh receipts 1982

sh receipts 1981

cash receipts 1980
cash receipts 1979
cash receipts 1978
cash receipts 1977
cash receipts 1976
cash receipts 1975
cash receipts 1999
cash receipts 1990
cash receipts 1989
cash receipts 1988
cash receipts 1987
cash receipts 2001
payments 2001
cash receipts 1968
Sask power bills 1999
bills paid 2000
bank statements
bills paid 2001
2001 GST paid
2005 Sasktel bills
2007 accounts payable
2001 utility receipts
2011 tax notices
2010 utility billings
2010 A/P
2010 utility receipts
2009-2010 deposit book
2010 journal entries
2010 receipts journal
2010 A/P

2010 tax notices
2010 general receipts
09-10 tax enforcement
2010 mill rate reform
2010 land titles
2010 title transfer
2010 title transfer
2010 misc correspondence
2010 newsletters
2010 Sask Lotteries grant
2010 grants
2010 capital assets purchased
2010 tenders
2010 misc A/K paid
2011 revenue sharing grant
2010 GST
2010 ISC
2007 pet licenses
2009 pet licenses
2010 pet license
2010 Pitt
2010 online payments
2010 cheque register
2010 Spector cemetery account statements
2010 void ~~checks~~ cheques.
Hall
hall rental agreements.
auditor queries
general account statements
& receipts

2009 general
2009 A/P
2009 utility
2011 A/P
2011 journal entries, financial statement
2011 general receipts
2011 tax receipts
2008 A/P
2008 general receipts
2008 utility receipts
2000 water & sewer
2002 water & sewer
2001 water & sewer
2008 utility billing
2008 A/P
1990 deposit book
1990 A/P
2008 tax receipts
2011 utility billing
2011 A/P
2011 asset maintenance
2011 general account
2011 online payments
2011 cemetery account
2011 cheque register
2011 void cheques
2011 correspondence
2011 audit info
2011 Sask lotteries grant
2011 Munisoft
2011 misc A/R paid
2011 lot sales

2011 tax

2011 title change, mortgage, etc

2011 audit

~~1998~~ tax receipts

87-89 A/R

pet licence, storage fees up to 1994

97-98 tax receipts

96-97 tax receipts

96 tax receipts

95-96 tax receipts

94-95 tax receipts

94 tax receipts

93-94 tax receipts

93 tax receipts

92-93 tax receipts

91-92 tax receipts

91 tax receipts

90-91 tax receipts

82 deposit book

1991 Sasktel bills

2001 tax receipts

2000 tax receipts

1990 tax receipts

88-89 tax receipts

89-90 tax receipts

88 tax receipts

87-88 tax receipts

87 tax receipts

86 tax receipts

85 tax receipts

81 tax receipts

General receipts 71-81
general receipts 98-2001
general receipts 96-97
general receipts 95-96
general receipts 94-95
general receipts 92-94
general receipts 91-92
general receipts 89-90
general receipts 88-89
general receipts 87-88

tax receipts 1999

tax receipts 1998

tax certificates 1990-2004

tax certificates 1970-1989

tax certificates 1979-1983

A/R 89-98

A/R 86-88

tax receipt 1989

tax receipts 1982

tax receipts 1983

tax receipts 1981

tax receipts 1980

tax receipts 1979

tax receipts 1978

tax receipts 1976

tax receipts 1977

tax receipts 1975

tax receipts 1979

tax receipts 1973

tax receipts 1972

tax receipts 1971

99-01 deposit book
98-99 deposit book
96-98 deposit book
93-96 deposit book
90-93 deposit book
88-90 deposit book
80-81 deposit book
78-80 deposit book
79-82 deposit book
87-88 deposit book
85-86 deposit book
80-82 deposit book
82-85 deposit book
81-84 deposit book
78-79 deposit book
2015 online bill payments
2015 A/R paid
2015-2016 SASK lotteries
2015 minto maintenance
2015 MEPP
2015 TH
2014 Minto maintenance invoices
2015 Signs
2015 lift station improvements
2015 correspondence
2015 GST
2015 capital expenditures
2015 title changes mortgage info
2015 lot purchase
2015 tax
2015 Shwa conference

2015 void changes
2015 Spectra cemetery account
2015 Spectra general account
2015 cheque register
2015 maintenance List
2015 audit
2015 assessment roll
2015 tax notices
2016 sensors
2015 receipts
2015 A/P
2015 A/P
oct 2013 - may 2015 deposit book
2015 GL Batch listing
2015 receipts posting audit trail
2015 GL journal entry posting audit trail
2015 utility billing
2015 billing posting audit trail
2015 utility billing
2015 journal entry posting audit trail
utility billing 2015
2015 utility billing ledger entries posting audit trail
2015 utility billing
2015 school tax statements
2015 PILT
2008 office Renos
2008 MEPP
2008 Assessment
2011 PILT
2008 School tax
2008 PILT

2009 Utility billing roll audit summary
2009 Utility billing roll - balancing / control totals
2008 utility billing roll audit summary
2009 unpaid accounts - charges analysis
2009 levy calculation summary
2009 unpaid taxes listings
2009 tax roll audit summary
2009 tax roll balancing
2009 assessment return
2009 trial balance
MNP correspondence
2008 assesment
2008 financial statements
MNP correspondence extra copy
2007 tax levies / credits
2007 assesment
2007 copies of financial info
2006 revenue sharing
2006 financial statement
2006 audit
2005 financial statement
2004 financial statement
2003 financial info
2003 financial statements
2003-2005 MNP audits
2008 utilities
2008 general ledger
~~2011~~ 2011 Capital expend
2011 MEPP
2011 T4
2010 return filing - T4's

2010 Mepp

2009 MEPP

2009 T4

2007 Sale of village property

2007 revenue sharing

2007 payroll

Record Destruction

Dec 27/23

Change of Ownership's

2007, 2008

SAMA

SAMA Correspondence

2007

Misc Correspondence

(non specific)

Community Hall Committee

A/P

2006-07

2006 - PILT

~~2007~~

Payroll

UBills

SK Lotteries Grant

A/P

A/R

2008 - A/R

Bank Statements

Misc Correspondence

A/P

Receipts

Grant Info

CAP account statements

1996 - 2001

Misc A/R Parks & Rec

1995

Deposit Book

2012 - 2013

Assess. Notices.
Tax Notices
Tax Receipts
Bank Statements
Payroll
Grants
PILT

2008

2004

Deposit Book

2003 - 04

A/P

2008

A/P

2004

Receipts Journal
Assess Mount

2009

G/LC
Bank Stat.
Void Cheques
Deposit Book
Misc Corr.

Grants
G/LC entries

A/P

UB notices

Tax Notices
Tax Receipts



Parks: Rec

A/P
Bank Statements
Canceled Cheques
A/R

1995, 1994, 1993

1994, 1995

1993

1994

1996

1993

1996

1995

1992

A/P
Bank Statements

A/P

A/P

A/P

Village

Payroll

2002

Draft FS

A/P - cheq stubs

A/R

CAP

Bank State, Rec

Canceled cheques

Assess Notices

Tax Notices

Receipt books

UBills

UB Bills

2005

2003

~~20~~ 1997

2003, 2002, 2004

2004, 2005

UB Bills

Deposit Book - Cemetery

Gen Receipts

Tax Receipts

UBills.	2004
UBills	2003
Cheq Stubs	2002 - 2003
A/P ledger	2003
Payroll book T4	2003/04
Tax Receipts.	2002 - 2004
Cemetery Bank Stat.	2003
Cemetery AP	2003
Tax Notices	2003
AR	2003
CAP	2003
Assess - maint	2003
A/P invoices	2003
Bank Recs	2003
Bank Statements	
Bank Rec G/L	2005
Extra copies A/P payroll	2004
A/R from MNP T4s	
TAX Notices	2001
Sask Lotteries Grants	1990s -
A/R	2008
Tax Notices.	2008
Misc. Correspondence	
NSF Notice	2008
Pet Licenses	2008
SK Lotteries grant reports.	2001 - 2008
Contract Accountant docs	2007

Parks : Rec

Deposit Book

1993

A/P

1993 (?)

A/P

1997

Bank State

1996 - 99

Cheq stubs

1994 - 98

Village

Mailing List

2008

Assess Notice

2008

UB rate cards

2008

Ledgers

2008

CAP

2008

A/P

T5

GST statement

Payroll T4s

Bank Stat.

2008

Grant Stat.

UB

SAMA Property Profiles

2002

Old Equip Maint files

1980s

PIFO

1999 and older

LTI Flygt agreements

2004

Old MNP correspondence

2002

Mun. Board Bylaw Correspond.

1989

RCMP correspond.

2000

Spectra Term Deposit Records

1990 - 1999

UB correspondence m/c

1990 - 2005

Old SK Health Correspondence

(general non-specific)

2000 - 2005

TD account (CAP) old

Cheques, agreement

CAP records - bills, account use logs 1997 - 95
 Building Standards info (old).
 (general)
 Misc Government forms (old) ~~2~~ 1970 - 2005
 unused.
 School Div. FS 2003 and older.
 PST remits ~~to~~ 2000 - 2005
 SE Regional Library Invoices 1995 - 2000
 Liquor & Gaming. 2002 and older.
 PWGSC UB correspond. 2004 - ~~older~~ older
 Extra Copies FS 2003, 2004
 Old SAMA Corresp. ²⁰⁰⁵
~~2003~~ : earlier
 Town of Brimfuit info. for reference. 2004 : older.
 UMAAS Correspondence 2005 - older
 Old Vital Stats forms
 Blank
 Cemetery Bank State/Rec 204
 Auditor ~~for~~ - Sensus
 Correspondence ~~2014~~ 2012

Cap. Assets Listing
(copy)

2012
2013



Portal International Fire Department

PO Box 267

Portal, ND 58772

December 1, 2023

Village of North Portal
Box 119
NORTH PORTAL, SK
S0C 1W0

This letter is from the Portal International Fire Department for your records for fire fighting response time that the Portal International Fire Department will provide firefighting services within the village of North Portal within 10 minutes of getting dispatched from 911 90% of the time for any and all calls.

LIST OF OFFICERS

Fire Chief. Ricky Smith
ASST. Kevin Harms
SEC. Chris Evenson
Treasurer. Mark Buick

Contact information regarding donation request:

Asst. Fire Chief

Ricky Smith

Ph: 701.334.9446

Email: rickysmith91@hotmail.com

Date Printed
2024-01-16 10:47 AM

Village of North Portal
List of Accounts for Approval
Batch: 2023-00053 to 2024-00002

Page 1

Bank Code - Gen Bank - General - Spectra Credit Union

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
3477 XMas Party	2023-12-31	Southern Plains Co-operative 570-430-160 - R&c - Event	Xmas Party Food & Liquor	1,762.50	1,762.50
3478 2023 WTP Gen	2023-12-31	Cummins Canada ULC 580-285-140 - UT - Water - Con 110-340-110 - GST Receivable 900-110-130 - GST Paid - Eligib	Generator Maintenance Both Tax Code Both Tax Code	2,215.26 104.49 104.49 NL	2,319.75
3479 2023 Tax Refun	2023-12-31	Tom McDonald 210-400-300 - Overpaid Taxes -	Prepaid taxes refunded - pr	957.48	957.48
3480 462140 462589	2024-01-10	AC Power Contractors Ltd. Accrual 585-200-110 - UT-SEWER - Coi 110-340-110 - GST Receivable 900-110-130 - GST Paid - Eligib 585-200-110 - UT-SEWER - Coi 110-340-110 - GST Receivable 900-110-130 - GST Paid - Eligib	Lift stn electrical issu Both Tax Code Both Tax Code Lift stn electrical issu Both Tax Code Both Tax Code	246.87 11.65 11.65 NL 900.68 42.49 42.49 NL	258.52 943.17
Payment Total:					1,201.69
3481 2024	2024-01-10	Aon Canada Inc - T57048C 510-230-110 - GG - Cont. - Insur	insurance	14,322.00	14,322.00
3482 2024 Install 1	2024-01-10	Southeast Regional Library 570-290-100 - R&C - Cont. - Lib	Library Fees - instal 1	776.88	776.88
3483 79854	2024-01-10	Turnbull Excavating Ltd 530-210-100 - TS - Maint. - Con 110-340-110 - GST Receivable 900-110-130 - GST Paid - Eligib	Salt Sand Both Tax Code Both Tax Code	1,008.64 48.64 48.64 NL	1,057.28
3484 2024 membersh	2024-01-10	UMAAS 510-240-100 - GG - Cont. - Merr 110-340-110 - GST Receivable	Lindsay Membership 2019 GST Tax Code	238.10 11.90	250.00
3485 WMC23627	2024-01-10	Western Municipal Consulting 510-200-110 - GG - Cont. - Leg 110-340-110 - GST Receivable	Board of Revision GST Tax Code	250.00 12.50	262.50
3486 2024 Rental	2024-01-10	Joseph Yurkowski 540-200-210 - EH - Waste - Tre	tree dump site rental	1,500.00	1,500.00
Total Computer Cheque:					24,410.08

E-TRANSFER

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
86 Dec 2023 Nat	2023-12-31	Receiver General 530-150-350 - TS - Maint - Seas 510-130-232 - GG - Benefits - E	Natalie Dec and remaining I Natalie Dec and remaining I	2.17 4.14	6.31
R0HN017JEV9K4Q 11479	2023-12-31	SUMA 510-120-120 - GG - Benefits - A 510-130-250 - GG - Benefits - S 510-130-250 - GG - Benefits - S	Admin Employer remit	163.29 245.44 10.00	418.73

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Village of North Portal
List of Accounts for Approval
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E-TRANSFER

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
R0HN020O4ERHBH Nov Dec 2023	2023-12-21	Michael Yurkowski 570-100-100 - R&C - Salary Rin	Rink Maintenance Wages	760.27	760.27
R0HN0760QMB631 SK0000419829	2023-12-28	GFL Environmental Inc 540-200-110 - EH - Cont. - Wasl 110-340-110 - GST Receivable	Trash Removal GST Tax Code	1,030.00 51.50	1,081.50
R0HN07G0QMB632 Dec 2023	2023-12-28	Sask Tel 510-300-140 - GG - Utility - Tele 110-340-110 - GST Receivable	office, wtp, interent Both Tax Code	238.16 11.24	
		900-110-130 - GST Paid - Eligib	Both Tax Code	11.24 NL	249.40
Dec 2023 Hall		570-330-150 - R&C - Utility - Tel	hall phone	62.73	
		110-340-110 - GST Receivable	Both Tax Code	2.96	
		900-110-130 - GST Paid - Eligib	Both Tax Code	2.96 NL	65.69
			Payment Total:		315.09
R0HN0BEG2R00T4 3273-0061-4343	2023-12-28	Sask Power 530-310-100 - TS - Maint. - Utilit 110-340-110 - GST Receivable	streetlights GST Tax Code	703.76 35.19	738.95
R0HN0BEG2R00T5 3339-0054-9152	2023-12-28	Sask Power 510-300-120 - GG - Utility - Pow 110-340-110 - GST Receivable	office power Both Tax Code	191.67 9.06	
		900-110-130 - GST Paid - Eligib	Both Tax Code	9.06 NL	200.73
R0HN0BEGZR0N10 Dec 2023	2023-12-28	Natalie Davis 530-110-150 - TS - Maint. - Sala	wages	131.10	131.10
R0HN0C7L05VGGS Dec 23 Hall E	2023-12-28	Sask Power 570-300-150 - R&C - Utility - He 110-340-110 - GST Receivable	hall energy GST Tax Code	304.76 15.24	320.00
R0HN0C7L05VGGT Dec 23 office	2023-12-28	Sask Power 510-300-110 - GG - Utility - Hea 110-340-110 - GST Receivable	Office, wtp energe GST Tax Code	355.23 17.76	372.99
R0HN0C7L05VGGU 3438-0053-1495	2023-12-28	Sask Power 570-310-150 - R&C - Utility - Po 110-340-110 - GST Receivable	hall power GST Tax Code	97.70 4.88	102.58
R0HN0C7L05VGGV 3438-0053-1514	2023-12-28	Sask Power 580-300-120 - UT - Water - Pow 110-340-110 - GST Receivable	wellll power GST Tax Code	570.97 28.55	599.52
R0HN0C7L060VMM 2023 PST	2023-12-28	Ministry of Finance 210-200-610 - PST Due	PST - Tshirt Sales	5.19	5.19
R0HN0C7L06OVML Dec 2023	2023-12-28	Ministry of Finance 210-210-190 - Due To PSS Sch	remit	5,737.78	5,737.78
R0HN0D0PCH3M6M EME-000102260	2024-01-10	SUMA 510-240-100 - GG - Cont. - Merr 110-340-110 - GST Receivable	Annual Membership GST Tax Code	686.58 34.33	720.91
R0HN0D0PCH3NJE 2023/24-04177	2024-01-10	Munisoft 510-440-100 - GG - Maint. - Dat 110-340-110 - GST Receivable	Software maint Both Tax Code	1,387.54 65.45	
		900-110-130 - GST Paid - Eligib	Both Tax Code	65.45 NL	1,452.99
2-23/24-04721		510-440-100 - GG - Maint. - Dat	Maint contract	209.88	

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E-TRANSFER

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		110-340-110 - GST Receivable	Both Tax Code	9.90	
		900-110-130 - GST Paid - Eligib	Both Tax Code	9.90 NL	219.78
			Payment Total:		1,672.77
ROHN0HNLBEEEA	2024-01-10	Affinity Mastercard			
Dec-Jan 2024	Accrual	580-290-100 - UT - Water - Lab	Mastercard	43.80	
		510-410-140 - GG - Maint. - Offi	Mastercard	209.25	
		510-410-140 - GG - Maint. - Offi	Mastercard	668.08	
		510-260-100 - GG - Cont. - Tax	Mastercard	125.00	
		530-400-110 - TS - Maint. - Mat	Mastercard	41.31	
		110-340-110 - GST Receivable	Both Tax Code	1.95	
		900-110-130 - GST Paid - Eligib	Both Tax Code	1.95 NL	
		110-340-110 - GST Receivable	GST Tax Code	2.20	1,091.59
ROHN0HNLBEF2B2	2024-01-10	GFL Environmental Inc			
SK0000421510	Accrual	540-200-110 - EH - Cont. - Was	Trash Removal	1,030.00	
		110-340-110 - GST Receivable	GST Tax Code	51.50	1,081.50
ROHN07G0QMB63	2023-12-28	GFL Environmental Inc			
SK0000418118		540-200-110 - EH - Cont. - Was	Trash Removal	1,030.00	
		110-340-110 - GST Receivable	GST Tax Code	51.50	1,081.50
RoHN00EEPC5016	2023-12-21	Lindsay Davis			
7873 Potluck		570-430-160 - R&c - Event	Holiday Train Potluck suppli	87.56	
		110-340-110 - GST Receivable	Both Tax Code	2.00	
		900-110-130 - GST Paid - Eligib	Both Tax Code	2.00 NL	89.56
			Total E-Transfer:		16,528.57

ONLINE BANKING

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
085	2023-12-31	Receiver General			
Dec 2023-2		570-100-200 - R&C - Benefits R	remits	43.58	
		510-130-231 - GG - Benefits - C	remits	30.48	
		510-130-232 - GG - Benefits - E	remits	18.34	92.40
ROHN017JEV9K4R	2023-12-31	TELUS			
Dec 2023		580-300-140 - UT - Water - TEL	WTP Callout fees	44.40	44.40
ROHN020O4ERHB	2023-12-31	Affinity Mastercard			
Dec 2023		580-290-100 - UT - Water - Lab	Mastercard	87.60	
		570-430-160 - R&c - Event	Mastercard	376.24	
		570-430-160 - R&c - Event	Mastercard	68.88	
		510-400-110 - GG - Maint. - Po	Mastercard	93.94	
		570-430-150 - R&C - Bldg Mat/S	Mastercard	33.37	
		580-430-130 - UT - Water - Mat	Mastercard	8.78	
		110-340-110 - GST Receivable	Both Tax Code	22.98	
		900-110-130 - GST Paid - Eligib	Both Tax Code	22.98 NL	
		110-340-110 - GST Receivable	GST Tax Code	9.10	700.89
			Total Online Banking:		837.69

Total Gen Bank: 41,776.34

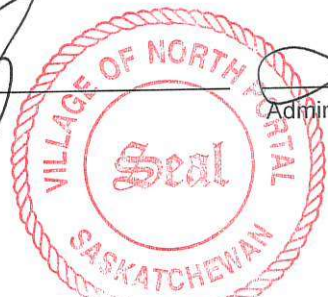
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Village of North Portal
List of Accounts for Approval
Batch: 2023-00053 to 2024-00002

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Certified Correct This January 16, 2024


Reeve




Administrator

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Village of North Portal
Statement of Financial Activities - Detailed
For the Period Ending December 31, 2023

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	Current	Year To Date	Budget	Variance	%
REVENUES					
TAXATION					
Municipal Taxes					
410-110-100 - General Municipal Levy		124,824.05	120,905.00	3,919.05	3.24
410-130-100 - Discount on Municipal Tax - Property		(4,244.82)	(4,000.00)	(244.82)	6.12-
	0.00	120,579.23	116,905.00	3,674.23	3.14
Penalties on Tax Arrears					
410-400-210 - Penalty on Mun Taxes Arrears - Proper		6,028.81		6,028.81	
	0.00	6,028.81	0.00	6,028.81	0.00
TOTAL TAXATION:	0.00	126,608.04	116,905.00	9,703.04	8.30
FEES AND CHARGES					
Custom Work					
420-100-100 - F&C - Custom Work	360.00	2,782.50	500.00	2,282.50	456.50
	360.00	2,782.50	500.00	2,282.50	456.50
Sale of Supplies and Gravel					
420-200-500 - F&C - Sale of Village MERCH		86.49		86.49	
420-200-900 - F&C - Other Fees & Charges #1	20.00	488.69		488.69	
	20.00	575.18	0.00	575.18	0.00
Recreation Fees					
420-530-200 - F&C - Community Halls Fees	323.42	2,831.04	2,600.00	231.04	8.89
420-530-300 - F&C - Event Food and Beverage Sales		3,436.00		3,436.00	
420-530-500 - F&C - Event Ticket Sales		3,550.00		3,550.00	
420-530-700 - F&C - Event Silent Auction Fundraiser		1,679.00		1,679.00	
420-530-900 - F&C - Event Gaming and Raffles	(113.24)	(578.24)		(578.24)	
	210.18	10,917.80	2,600.00	8,317.80	319.92
	210.18	10,917.80	2,600.00	8,317.80	319.92
Cemetery Fees					
420-600-100 - F&C - Cemetery Fees		200.00	250.00	(50.00)	20.00-
	0.00	200.00	250.00	(50.00)	20.00-
Licenses and Permits					
420-710-100 - F&C - Permits		35.00		35.00	
	0.00	35.00	0.00	35.00	0.00
Other					
Tax Certificate					
420-800-100 - F&C - Tax Certificate	40.00	330.00	50.00	280.00	560.00
	40.00	330.00	50.00	280.00	560.00
Landfill/Waste Collection Fees					
420-850-120 - F&C - Waste Collection Fees	3,844.67	14,770.48	15,250.00	(479.52)	3.14-
	3,844.67	14,770.48	15,250.00	(479.52)	3.14-
	3,884.67	15,100.48	15,300.00	(199.52)	1.30-
TOTAL FEES AND CHARGES:	4,474.85	29,610.96	18,650.00	10,960.96	58.77

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Village of North Portal
Statement of Financial Activities - Detailed
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	Current	Year To Date	Budget	Variance	%
UTILITIES					
Water					
440-110-100 - Water - Water Sales	9,004.38	37,823.61	43,000.00	(5,176.39)	12.04-
	9,004.38	37,823.61	43,000.00	(5,176.39)	12.04-
Sewer					
440-220-100 - Sewer - Charges	6,755.14	21,781.20	22,000.00	(218.80)	0.99-
	6,755.14	21,781.20	22,000.00	(218.80)	0.99-
TOTAL UTILITIES:	15,759.52	59,604.81	65,000.00	(5,395.19)	8.30-
UNCONDITIONAL TRANSFERS					
Unconditional Transfers					
450-110-100 - Unconditional - (Revenue Sharing)		29,326.00		29,326.00	
	0.00	29,326.00	0.00	29,326.00	0.00
TOTAL UNCONDITIONAL TRANSFERS:	0.00	29,326.00	0.00	29,326.00	0.00
CONDITIONAL GRANTS					
Provincial					
450-335-100 - Conditional - Prov - New Deal GTF		7,751.00	4,059.00	3,692.00	90.96
450-370-200 - Conditional - MMSW Recycling		1,835.67	1,800.00	35.67	1.98
	0.00	9,586.67	5,859.00	3,727.67	63.62
TOTAL CONDITIONAL GRANTS:	0.00	9,586.67	5,859.00	3,727.67	63.62
GRANTS IN LIEU OF TAXES					
Federal					
450-500-100 - GIL - Federal		30,808.48	30,888.00	(79.52)	0.26-
	0.00	30,808.48	30,888.00	(79.52)	0.26-
Provincial					
450-600-100 - GIL - Provincial	1,400.00	1,400.00	1,400.00		
450-620-100 - GIL - Prov - Sask. Energy	414.44	5,018.72	4,550.00	468.72	10.30
	1,814.44	6,418.72	5,950.00	468.72	7.88
Other					
450-800-100 - GIL - Other - SPC Surcharge	1,090.14	17,438.28	17,000.00	438.28	2.58
	1,090.14	17,438.28	17,000.00	438.28	2.58
TOTAL GRANTS IN LIEU OF TAXES:	2,904.58	54,665.48	53,838.00	827.48	1.54
INVESTMENT INCOME AND COMMISSIONS					
Investment and Income Revenue					
470-100-100 - Interest Revenue	407.52	4,437.26	1,500.00	2,937.26	195.82
470-100-200 - Interest Income - Cemetery		593.31	270.00	323.31	119.74
	407.52	5,030.57	1,770.00	3,260.57	184.21
TOTAL INVESTMENT INCOME AND COMMIS	407.52	5,030.57	1,770.00	3,260.57	184.21
OTHER REVENUES					
Other Revenue					
480-100-100 - Sask Lotteries		1,315.00	1,315.00		
480-150-100 - Donations		1,011.55	50.00	961.55	1923.10

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Village of North Portal
Statement of Financial Activities - Detailed
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	Current	Year To Date	Budget	Variance	%
	0.00	2,326.55	1,365.00	961.55	70.44
TOTAL OTHER REVENUES:	0.00	2,326.55	1,365.00	961.55	70.44
TOTAL REVENUES:	23,546.47	316,759.08	263,387.00	53,372.08	20.26

Village of North Portal
Statement of Financial Activities - Detailed
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	Current	Year To Date	Budget	Variance	%
EXPENDITURES					
GENERAL GOVERNMENT SERVICES					
Wages & Benefits					
Wages					
510-110-110 - GG - Council - Indemnity		8,001.32	8,500.00	498.68	5.87
	0.00	8,001.32	8,500.00	498.68	5.87
510-110-230 - GG - Salaries - Administrator	5,118.80	34,239.87	35,760.00	1,520.13	4.25
	5,118.80	42,241.19	44,260.00	2,018.81	4.56
Benefits					
510-120-110 - GG - Benefits - Administrator	2,360.59	11,512.81	6,000.00	(5,512.81)	91.88-
510-120-115 - GG - Benefits - Admin - Superannuation	360.00	4,320.00	4,320.00		
510-120-120 - GG - Benefits - Admin - SUMA Group 4	163.29	1,930.00	1,920.00	(10.00)	0.52-
	2,883.88	17,762.81	12,240.00	(5,522.81)	45.12-
510-130-231 - GG - Benefits - CPP	908.35	5,266.67	4,600.00	(666.67)	14.49-
510-130-232 - GG - Benefits - EI	379.16	2,300.73	2,100.00	(200.73)	9.56-
510-130-233 - GG - Benefits - Superannuation	511.07	5,910.50	7,300.00	1,389.50	19.03
510-130-234 - GG - Benefits - Worker Compensation		1,118.17	1,000.00	(118.17)	11.82-
510-130-250 - GG - Benefits - SUMA Group 60% + F&	255.44	3,021.06	3,100.00	78.94	2.55
	4,937.90	35,379.94	30,340.00	(5,039.94)	16.61-
	10,056.70	77,621.13	74,600.00	(3,021.13)	4.05-
Professional/Contract Services					
510-200-110 - GG - Cont. - Legal		286.00	250.00	(36.00)	14.40-
510-200-130 - GG - Cont. - Audit/Accounting		7,022.50	6,000.00	(1,022.50)	17.04-
510-200-150 - GG - Cont. - Assessment - SAMA		2,836.00	2,836.00		
510-200-170 - GG - Cont. - Advertising		964.40	300.00	(664.40)	221.47-
510-210-170 - GG - Admin. - Training, Travel & Meals	177.54	2,130.48	1,700.00	(430.48)	25.32-
510-230-110 - GG - Cont. - Insurance - SUMA		13,779.00	13,779.00		
510-240-100 - GG - Cont. - Memberships & Subscript		911.10	1,050.00	138.90	13.23
510-260-100 - GG - Cont. - Tax Enforcement/Collectic		60.00	200.00	140.00	70.00
510-260-150 - GG - Cont. - Elections		128.00		(128.00)	
510-270-100 - GG - Cont. - Equipment		110.33	3,272.00	3,161.67	96.63
510-270-150 - GG - Cont. - Miscellaneous		938.32	500.00	(438.32)	87.66-
510-290-100 - GG - Cont. Bank Charges	46.25	544.53	350.00	(194.53)	55.58-
	223.79	29,710.66	30,237.00	526.34	1.74
Utilities					
510-300-110 - GG - Utility - Heat	355.23	4,830.84	3,100.00	(1,730.84)	55.83-
510-300-120 - GG - Utility - Power	191.67	2,024.74	1,800.00	(224.74)	12.49-
510-300-140 - GG - Utility - Telephone	238.16	2,858.18	2,900.00	41.82	1.44
	785.06	9,713.76	7,800.00	(1,913.76)	24.54-
Maintenance, Material and Supplies					
510-400-110 - GG - Maint. - Postage	93.94	1,490.53	1,500.00	9.47	0.63
510-410-140 - GG - Maint. - Office Supplies	877.33	1,078.31	500.00	(578.31)	115.66-
510-440-100 - GG - Maint. - Data Processing Supplie		1,825.68	1,696.00	(129.68)	7.65-
510-490-100 - GG - Maint. - Office Repairs & Maint.		276.41	300.00	23.59	7.86
510-490-150 - GG - Maint. - Other #3		400.82		(400.82)	
510-490-200 - GG - Maint - Emergency Preparedness		200.00		(200.00)	

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Village of North Portal
Statement of Financial Activities - Detailed
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	Current	Year To Date	Budget	Variance	%
	971.27	5,271.75	3,996.00	(1,275.75)	31.93-
Grants and Contributions					
510-500-110 - GG - Grants and Contributions		1,200.00	3,700.00	2,500.00	67.57
	0.00	1,200.00	3,700.00	2,500.00	67.57
Capital Expenditures					
510-600-140 - GG - Purchase of Cap Assets - Equipm		3,420.39		(3,420.39)	
	0.00	3,420.39	0.00	(3,420.39)	0.00
Other					
510-900-110 - GG - Other		0.05		(0.05)	
	0.00	0.05	0.00	(0.05)	0.00
TOTAL GENERAL GOVERNMENT SERVICES	12,036.82	126,937.74	120,333.00	(6,604.74)	5.49-
 PROTECTIVE SERVICES					
POLICE PROTECTION					
Professional/Contractual Services					
520-210-100 - PS - Police - Justice Requisition		6,496.97	6,100.00	(396.97)	6.51-
	0.00	6,496.97	6,100.00	(396.97)	6.51-
TOTAL POLICE PROTECTION:	0.00	6,496.97	6,100.00	(396.97)	6.51-
 FIRE PROTECTION					
Professional/Contractual Services					
525-210-110 - PS - Fire - Contracted Services		7,138.27	6,409.00	(729.27)	11.38-
	0.00	7,138.27	6,409.00	(729.27)	11.38-
TOTAL FIRE PROTECTION:	0.00	7,138.27	6,409.00	(729.27)	11.38-
TOTAL PROTECTIVE SERVICES:	0.00	13,635.24	12,509.00	(1,126.24)	9.00-
 TRANSPORTATION SERVICES					
MAINTENANCE					
Wages & Benefits					
Wages					
530-110-120 - TS - Maint. - Salaries - Foreman	3,043.94	20,605.04	20,700.00	94.96	0.46
530-110-150 - TS - Maint. - Salaries - Seasonal	131.10	2,395.46	2,000.00	(395.46)	19.77-
	3,175.04	23,000.50	22,700.00	(300.50)	1.32-
Benefits					
530-150-300 - TS - Maint - Foreman - Benefits	1,093.74	5,431.38	3,300.00	(2,131.38)	64.59-
530-150-350 - TS - Maint - Seasonal - Benefits	2.96	99.05		(99.05)	
530-170-100 - TS - Foreman Clothing Allowance		488.30	200.00	(288.30)	144.15-
	1,096.70	6,018.73	3,500.00	(2,518.73)	71.96-
	4,271.74	29,019.23	26,200.00	(2,819.23)	10.76-
Professional/Contractual Services					
530-210-100 - TS - Maint. - Contract Street Maintenar		5,089.50		(5,089.50)	
530-290-100 - TS - Maint. - Cemetery Contract		1,484.00		(1,484.00)	
530-290-200 - TS - Maint - Vehicle Insurance		1,331.12	1,000.00	(331.12)	33.11-
	0.00	7,904.62	1,000.00	(6,904.62)	690.46-

Village of North Portal
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	Current	Year To Date	Budget	Variance	%
Utilities					
530-310-100 - TS - Maint. - Utility - Street Lights	703.76	8,389.03	8,100.00	(289.03)	3.57-
	703.76	8,389.03	8,100.00	(289.03)	3.57-
Maintenance, Materials & Supplies					
530-400-110 - TS - Maint. - Materials & Supplies	41.31	1,443.22	1,500.00	56.78	3.79
530-420-100 - TS - Vehicle/Equip. Repair/Parts/Tools	153.62	6,394.31	5,500.00	(894.31)	16.26-
530-425-110 - TS - Maint. - Oil & Gas		1,367.21	6,000.00	4,632.79	77.21
530-440-100 - TS - Maint. - Gravel/Sand		1,691.96	2,000.00	308.04	15.40
530-450-100 - TS - Maint. - Culverts/Drainage			1,000.00	1,000.00	100.00
530-460-110 - TS - Maint. - Dust Control			3,000.00	3,000.00	100.00
530-470-100 - TS - Maint. - Road/Street Signs			3,000.00	3,000.00	100.00
	194.93	10,896.70	22,000.00	11,103.30	50.47
Capital Expenditures					
530-600-110 - TS - Purchase of Cap Assets		63,809.86		(63,809.86)	
	0.00	63,809.86	0.00	(63,809.86)	0.00
TOTAL MAINTENANCE:	5,170.43	120,019.44	57,300.00	(62,719.44)	109.46-
TOTAL TRANSPORTATION SERVICES:	5,170.43	120,019.44	57,300.00	(62,719.44)	109.46-
ENVIRONMENTAL SERVICES					
Professional/Contractual Services					
540-200-110 - EH - Cont. - Waste Collection/Disposal	3,090.00	13,581.31	11,000.00	(2,581.31)	23.47-
540-200-210 - EH - Waste - Tree Dump Site		1,500.00	1,500.00		
540-220-110 - EH - Pest Control		19.71		(19.71)	
	3,090.00	15,101.02	12,500.00	(2,601.02)	20.81-
TOTAL ENVIRONMENTAL SERVICES:	3,090.00	15,101.02	12,500.00	(2,601.02)	20.81-
RECREATION AND CULTURAL SERVICES					
Professional/Contractual Services					
570-270-100 - R&C - Cont. - Contracted Maintenance		1,795.75		(1,795.75)	
570-280-100 - R&C - Cont. - Contracted Repairs			1,000.00	1,000.00	100.00
570-290-100 - R&C - Cont. - Library Requisition		1,440.75	1,441.00	0.25	0.02
	0.00	3,236.50	2,441.00	(795.50)	32.59-
Utilities - Heat					
570-300-150 - R&C - Utility - Heat - Hall	304.76	2,368.83	1,600.00	(768.83)	48.05-
	304.76	2,368.83	1,600.00	(768.83)	48.05-
Utilities - Power					
570-310-150 - R&C - Utility - Power - Hall	97.70	1,263.10	1,300.00	36.90	2.84
570-310-160 - R&C Capital Expenditures		27,632.93	75,000.00	47,367.07	63.16
	97.70	28,896.03	76,300.00	47,403.97	62.13
Utilities - Telephone					
570-330-150 - R&C - Utility - Telephone - Hall	62.73	754.16	650.00	(104.16)	16.02-
	62.73	754.16	650.00	(104.16)	16.02-
Maintenance, Materials and Supplies					
570-430-150 - R&C - Bldg Mat/Supply - Hall	33.37	212.21	500.00	287.79	57.56
570-430-160 - R&c - Event	2,295.18	8,297.04	600.00	(7,697.04)	1282.84-
	2,328.55	8,509.25	1,100.00	(7,409.25)	673.57-

Village of North Portal
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	Current	Year To Date	Budget	Variance	%
Grants and Contributions					
570-500-110 - R&C - Grants and Contributions		1,815.00	1,815.00		
	0.00	1,815.00	1,815.00	0.00	0.00
Other					
570-900-110 - R&C - Flowers, Beautification		1,022.61	700.00	(322.61)	46.09-
	0.00	1,022.61	700.00	(322.61)	46.09-
TOTAL RECREATION AND CULTURAL SERV	2,793.74	46,602.38	84,606.00	38,003.62	44.92
UTILITIES					
WATER					
Wages and Benefits					
580-110-110 - UT - Water - Salaries	2,663.40	16,049.68	15,300.00	(749.68)	4.90-
580-120-110 - UT - Water - Benefits	676.86	1,844.88	1,550.00	(294.88)	19.02-
580-130-233 - UT-Superannuation	151.07	1,590.52	1,500.00	(90.52)	6.03-
	3,491.33	19,485.08	18,350.00	(1,135.08)	6.19-
Professional/Contractual Services					
580-230-100 - UT - Water - Travel, Meals & Subsister		2,241.88	100.00	(2,141.88)	2141.88-
580-230-200 - UT - Water - Clothing Allowance		500.00		(500.00)	
580-250-100 - UT - Water - Memberships/Subscription			100.00	100.00	100.00
580-260-100 - UT - Water - Conference Fees			300.00	300.00	100.00
580-270-100 - UT-Water-Training/Continuing Ed		1,160.00		(1,160.00)	
580-280-100 - UT - Water - Contracted Building Maint		68.82	250.00	181.18	72.47
580-285-110 - UT - Water - Cont. Repairs - Building		190.77	10,520.00	10,329.23	98.19
580-285-140 - UT - Water - Cont. Repairs - W.T.P.	2,215.26	11,041.54		(11,041.54)	
580-290-100 - UT - Water - Laboratory Testing	131.40	767.49	800.00	32.51	4.06
580-295-100 - UT - Water - Other Cont. Services		100.00	100.00		
	2,346.66	16,070.50	12,170.00	(3,900.50)	32.05-
Utilities					
580-300-120 - UT - Water - Power	570.97	9,238.57	8,500.00	(738.57)	8.69-
580-300-140 - UT - Water - TELUS Callout	44.40	585.81	508.00	(77.81)	15.32-
	615.37	9,824.38	9,008.00	(816.38)	9.06-
Maintenance, Materials and Supplies					
580-430-130 - UT - Water - Matls & Suppl - WTP	8.78	840.19	3,000.00	2,159.81	71.99
580-440-110 - UT - Water - Small Tools & Equipment		63.59		(63.59)	
580-450-100 - UT - Water - Chemicals	1,720.60	8,855.37	5,000.00	(3,855.37)	77.11-
	1,729.38	9,759.15	8,000.00	(1,759.15)	21.99-
TOTAL WATER:	8,182.74	55,139.11	47,528.00	(7,611.11)	16.01-
SEWER					
Professional/Contractual Services					
585-200-110 - UT-SEWER - Contracted	246.87	64,891.73	5,000.00	(59,891.73)	1197.83-
	246.87	64,891.73	5,000.00	(59,891.73)	1197.83-
TOTAL SEWER:	246.87	64,891.73	5,000.00	(59,891.73)	1197.83-
TOTAL UTILITIES:	8,429.61	120,030.84	52,528.00	(67,502.84)	128.51-
TOTAL EXPENDITURES:	31,520.60	442,326.66	339,776.00	(102,550.66)	30.18-

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	Current	Year To Date	Budget	Variance	%
CHANGE IN NET-FINANCIAL ASSETS	(7,974.13)	(125,567.58)	(76,389.00)	(49,178.58)	64.38-
CHANGE IN NET ASSETS	(7,974.13)	(125,567.58)	(76,389.00)	(49,178.58)	64.38-
CHANGE IN SURPLUS	(7,974.13)	(125,567.58)	(76,389.00)	(49,178.58)	64.38-

Report Date
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Village of North Portal
Statement of Financial Activities - Detailed
For the Period Ending December 31, 2023

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	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
ACCOUNT BALANCES					
	<u>Current</u>	<u>Year to Date</u>	<u>Balance</u>		
Cash and Investments					
110-110-110 - Cash - On Hand - Petty Cash			300.00		
110-110-120 - Cash - Bank - Demand	50,758.29	(80,089.87)	86,346.97		
110-110-130 - Cash - Bank - Savings	168.11	1,811.06	74,860.63		
110-110-140 - Cash - Waterworks Reserve	(61,619.10)	(54,746.22)	38,961.19		
110-110-150 - Cash - Cemetery Demand	(3.25)	161.00	17,166.79		
110-110-155 - Cash - Cemetery board special savings	75.86	817.30	33,782.92		
Total Cash and Investments:	(10,620.09)	(132,046.73)	251,418.50		
Municipal Taxes Receivable					
110-200-100 - Municipal - Tax Receivable - Current	(24,838.75)				
110-200-110 - Municipal - Tax Receivable - Arrears	17,186.13	14,362.48	54,802.86		
110-200-900 - Municipal - Allow. for Uncollected			(32,919.29)		
Total Municipal Taxes Receivable:	(7,652.62)	14,362.48	21,883.57		

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<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
Additional Tax Information				

Receipt of Arrears

Receipts	BalFwd
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Current Taxes Collected

Receipts	Levy
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Totals Arrears & Current

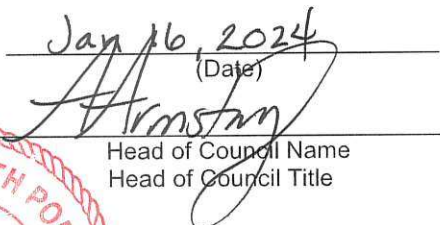
0.00	0.00	0.00	0.00	0.00
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Certified correct and in accordance with the records

Presented to council on



Administrator Name
Administrator Title

Jan 16, 2024
(Date)


Head of Council Name
Head of Council Title

