Village of North Portal Regular Council Meeting Wednesday February 15th, 2023 Village Office 204 Park Ave

Present:

Mayor Kaylah Turner

Councillor Amy Armstrong Councillor Amy Belitski Administrator Lindsay Davis Waterworks Jordan Armstrong

A quorum being present, Mayor Turner called the meeting to order at 6:29pm.

Reports

Council

Turner announced plan to move to Estevan before September

Waterworks

- Hatch for WTP KRJ measured for hatch, should be ready in a week
- Jordan completing some WTP maintenance including repaint filters, clean chlorine injector line, seal and insulate roof overhang. Cistern to be cleaned in May/June
- Letter to CP drafted regarding Issues with CP's cistern causing backpressure when the water is shut off at the tracks. M. Kardash at WSA to review

Roads/Maintenance

- Tree Pile clean up quote required
- Siren not replaced yet
- Roads are slippery, request Turnbull's to sand this week

Hall/Park/Cemetery

- Ice rink in 2023/24 an hourly wage best in this situation
- Flag Pole for cenotaph to be ordered

Admin

- Audit completed Feb 9th, 2023
- Cyber Attack workshop attended
- Call for Nomination posted
- Draft Budget 2023 presented for review

Village of North Portal Regular Council Meeting Wednesday February 15th, 2023 Village Office 204 Park Ave

2023-06

Belitski/Armstrong

Minutes

THAT the minutes of the meeting held January 25th, 2023 be approved as presented.

Carried

2023-07

Belitski/Armstrong

Financials

THAT the January 2023 Financial Statements and Bill List totaling \$11,172.12 be accepted and approved as presented.

Carried

2023-08

Armstrong/Belitski

Puck Board

THAT Sector 1's quote to supply and install puck board at the community hall at a cost of \$4123.95 plus tax be approved.

Carried

2023-09

Armstrong/Belitski

Road Committee 2023

THAT Jordan Armstrong, Brad Belitski and Michael Davis be appointed to the Road Committee with a term that expired February 28th, 2024.

Carried

NEXT MEETING: Wednesday March 15, 2023 at 6:30pm

2023-10

Armstrong/Belitski

Adjournment

THAT the meeting be adjourned at 7:10pm.

Carried

Presented to council on the 15th day of Mar , 2023

Mayor

Administrator

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Report Date 2/15/2023 1:34 PM

Village of North Portal List of Accounts for Approval As of 2/15/2023 Batch: 2023-00006 to 2023-00008

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code:	Gen Bank -	General - Spectra Credit Union		· · · · · · · · · · · · · · · · · · ·	
Computer Ch	neques:				
3373	2/15/2023	Kendall's Auto Electric Co.	shop supplies		
1039080		530-400-110 - TS - Maint Materi	shop supplies	15.98	
		110-340-110 - GST Receivable - 1	1 Both Tax Code	0.75	
		900-110-130 - GST Paid - Eligible	Both Tax Code	0.75	16.73
3374	2/15/2023	Estevan Mercury	Call for Nominations		
ESDI00109	9714	510-260-150 - GG - Cont Election	Election - call for nomin	128.00	
		110-340-110 - GST Receivable - 1		6.40	134.40
3375	2/15/2023	SAMA	Requisition		
2023385		510-200-150 - GG - Cont Asses	•	2,836.00	2,836.00
3376	2/15/2023	SCI Auto Errad	902101 Dadas B		
Truck 2023		SGI Auto Fund 530-290-200 - TS - Maint - Vehicle	893IGL Dodge Ram	000.40	
110CK 2023	ı	530-290-200 - 1 5 - Ma ini - Venicio	E Truck Insurance 2019	958.40	958.40
Other:					
12401	1/24/2023	Sask Tel	office, wtp, internet		
Jan 2023 of	ffice	510-300-140 - GG - Utility - Teleph		237.13	
		110-340-110 - GST Receivable - 1		11.19	
		900-110-130 - GST Paid - Eligible	Both Tax Code	11.19	248.32
12402	1/24/2023	Sask Tel	hall phone		
Jan 2023 ha	all	570-330-150 - R&C - Utility - Telep	hall phone	62.59	
		110-340-110 - GST Receivable - 1	Both Tax Code	2.95	
		900-110-130 - GST Paid - Eligible	Both Tax Code	2.95	65.54
12601	1/26/2023	Munisoft	Equipment Maint contract		
2022/23-03	788	510-440-100 - GG - Maint Data I	Maint contract	222.60	
		110-340-110 - GST Receivable - 1	Both Tax Code	10.50	
		900-110-130 - GST Paid - Eligible	Both Tax Code	10.50	233.10
2022/23-04	439	510-440-100 - GG - Maint, - Data I	Software maint	1,473.40	
		110-340-110 - GST Receivable - 1	Both Tax Code	69.50	
		900-110-130 - GST Paid - Eligible	Both Tax Code	69.50	1,542.90
2022/23-052	268	510-410-140 - GG - Maint Office		50.07	
		110-340-110 - GST Receivable - 1		2.37	
		900-110-130 - GST Paid - Eligible	Both Tax Code	2.37	52.44
				Payment Total:	1,828.44
20101	1/31/2023	Sask Power	hall energy		
Jan 23 hall e	Э	570-300-150 - R&C - Utility - Heat		171.43	
		110-340-110 - GST Receivable - 1	• • • • • • • • • • • • • • • • • • • •	8.57	180.00

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Village of North Portal List of Accounts for Approval As of 2/15/2023

Batch: 2023-00006 to 2023-00008

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
20102	1/31/2023	Sask Power	Office, wtp energy		
Jan 23 office	e e	510-300-110 - GG - Utility - Heat		833.85	
		110-340-110 - GST Receivable - 1	. •	41.69	875.54
20103	1/31/2023	Sask Power	streetlights		
3339-0049-	6955	530-310-100 - TS - Maint Utility	streetlights	686.50	
		110-340-110 - GST Receivable - 1	GST Tax Code	34.32	720.82
20104	1/31/2023	Sask Power	hall power		
3405-0048-8	8169	570-310-150 - R&C - Utility - Powe	_	148.64	
		110-340-110 - GST Receivable - 1	•	7.43	156.07
20105	1/31/2023	Sask Power	welli power		
3306-0050-5	5698	580-300-120 - UT - Water - Power	=	767.64	
		110-340-110 - GST Receivable - 1	GST Tax Code	38.38	806.02
20106	1/31/2023	Sask Power	office power		
3306-0050-5	5703	510-300-120 - GG - Utility - Power	office power	270.02	
		110-340-110 - GST Receivable - 1	Both Tax Code	12.77	
		900-110-130 - GST Paid - Eligible	Both Tax Code	12.77	282.79
20107	1/31/2023	Ministry of Finance	remit		
Jan 2023		210-210-190 - Due To PSS Schoo	remit	314.54	314.54
21401	2/14/2023	GFL Environmental Inc	Trash Removal		
SK00004024	427	540-200-110 - EH - Cont Waste	Trash Removal	821.63	
		110-340-110 - GST Receivable - 1	GST Tax Code	41.08	862.71
21402	2/14/2023	Collabria	Mastercard		
Jan 2023		510-400-110 - GG - Maint Posta	Mastercard	55.20	
		510-440-100 - GG - Maint Data I	Mastercard	66.59	
		580-290-100 - UT - Water - Labora		87.60	
		510-400-110 - GG - Maint, - Posta		24.78	
		530-420-100 - TS - Vehicle/Equip.		491.84	
		530-400-110 - TS - Maint, - Materi		57.18	
		530-400-110 - TS - Maint Materi		22.83	
		110-340-110 - GST Receivable - 1		26.98	
		900-110-130 - GST Paid - Eligible		26.98	
		110-340-110 - GST Receivable - 1	GS F Tax Code	8.40	841.40
	2/14/2023		WTP Callout fees		
Feb 2023		580-300-140 - UT - Water - TELUS	WTP Callout fees	44.40	44.40

Total for Gen Bank:

11,172.12

Report Date 2/15/2023 1:34 PM

Village of North Portal List of Accounts for Approval

As of 2/15/2023

Batch: 2023-00006 to 2023-00008

Payment# Date

Invoice #

Vendor Name **GL** Account

Reference

GL Transaction Description

Detail Amount Payment Amount

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Certified Correct This February 15, 2023

Reeve

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

Current	Year To Date	Budget	Variance	%
(111.35)	(111.35)		(111.35)	
(111.35)	(111.35)	0.00	(111.35)	0.00
6,324.26	6,324.26		6,324.26	
6,324.26	6,324.26	0.00	6,324.26	0.00
6,212.91	6,212.91	0.00	6,212.91	0.00
209.12	209.12		209.12	
209.12	209.12	0.00	209.12	0.00
273.42	273.42		273.42	
273.42	273.42	0.00		0.00
273.42	273.42			0.00
482.54	482.54			0.00
				0.00
700.29	700.29		700.29	
700.29	700.29	0.00	700.29	0.00
			1,597.26	
	1,597.26	0.00	1,597.26	0.00
2,297.55	2 ,297.55	0.00	2,297.55	0.00
			283.25	
			56.00	
	339.25	0.00	339.25	0.00
339.25	339,25	0.00	339.25	0.00
9,332.25	9,332.25	0.00	9,332.25	0.00
	(111.35) (111.35) 6,324.26 6,324.26 6,324.26 6,212.91 209.12 273.42 273.42 273.42 482.54 700.29 700.29 1,597.26 1,597.26 2,297.55 283.25 56.00 339.25 339.25	(111.35) (111.35) (324.26 6,324.26 6,324.26 6,324.26 6,212.91 6,212.91 209.12 209.12 209.12 273.42 273.42 273.42 273.42 273.42 273.42 273.42 482.54 482.54 700.29 700.29 700.29 700.29 1,597.26 1,597.26 1,597.26 1,597.26 2,297.55 2,297.55 283.25 26.00 56.00 56.00 339.25 339.25 339.25 339.25	(111.35) (111.35) 0.00 6,324.26 6,324.26 0.00 6,324.26 6,324.26 0.00 6,212.91 0.00 209.12 209.12 0.00 273.42 273.42 0.00 273.42 273.42 0.00 273.42 273.42 0.00 482.54 482.54 0.00 700.29 700.29 0.00 1,597.26 1,597.26 0.00 2,297.55 2,297.55 0.00 283.25 283.25 0.00 339.25 339.25 0.00 339.25 339.25 0.00	(111.35) (111.35) (111.35) (111.35) 6,324.26 6,324.26 6,324.26 6,324.26 6,324.26 6,324.26 0.00 6,324.26 6,212.91 0.00 6,212.91 209.12 209.12 209.12 209.12 209.12 209.12 273.42 273.42 273.42 273.42 273.42 0.00 273.42 273.42 273.42 0.00 273.42 482.54 482.54 0.00 482.54 700.29 700.29 700.29 700.29 700.29 700.29 1,597.26 1,597.26 1,597.26 1,597.26 0.00 1,597.26 1,597.26 1,597.26 0.00 2,297.55 283.25 283.25 283.25 283.25 56.00 56.00 56.00 56.00 339.25 339.25 0.00 339.25

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

	Current	Year To Date	Budget	Variance	%
EXPENDITURES					
GENERAL GOVERNMENT SERVICES Wages & Benefits					
Wages 510-110-110 - GG - Council - Indemnity	333.32	333.32		(333.32)	
-	333.32	333.32			
510-110-230 - GG - Salaries - Administrator	2,647.37	2,64 7 .37	0.00	(333.32) (2,647.37)	0.00
	2,980.69	2,980.69	0.00	(2,980.69)	0.00
Benefits					
510-120-110 - GG - Benefits - Administrator	832.02	832.02		(832.02)	
510-120-115 - GG - Benefits - Admin - Superannuatio	360.00	360.00		(360.00)	
510-120-120 - GG - Benefits - Admin - SUMA Group 4	160.61	160.61		(160.61)	
_	1,352.63	1,352.63	0.00	(1,352.63)	0.00
510-130-231 - GG - Benefits - CPP	382.19	382.19		(382.19)	0.00
510-130-232 - GG - Benefits - El	166.54	166.54		(166.54)	
510-130-233 - GG - Benefits - Superannuation	479.78	479.78		(479.78)	
510-130-250 - GG - Benefits - SUMA Group 60% + Fε	251.42	251.42		(251.42)	
	2,632.56	2,632.56	0.00	(2,632.56)	0.00
-	5,613.25	5,613.25	0.00	(5,613.25)	0.00
Professional/Contract Services				() /	
510-200-110 - GG - Cont Legal	250.00	250.00		(250.00)	
510-210-170 - GG - Admin Training, Travel & Meals	177.54	177.54		(177.54)	
510-230-110 - GG - Cont Insurance - SUMA 510-240-100 - GG - Cont Memberships & Subscripti	13,779.00	13,779.00	·	(13,779.00)	
510-290-100 - GG - Cont Memberships & Subscript	911.10	911.10		(911.10)	
. —	36.00	36.00		(36.00)	
Utilities	15,153.64	15,153.64	0.00	(15,153.64)	0.00
510-300-110 - GG - Utility - Heat	833.85	833.85		(833.85)	
510-300-120 - GG - Utility - Power	270.02	270.02		(270.02)	
510-300-140 - GG - Utility - Telephone	237.13	237.13		(237.13)	
	1,341.00	1,341.00	0.00	(1,341.00)	0.00
Maintenance, Material and Supplies	50.0 =				
510-410-140 - GG - Maint Office Supplies 510-440-100 - GG - Maint Data Processing Supplies	50.07	50.07		(50.07)	
- Data Processing Supplier	1,696.00	1,696.00		(1,696.00)	
	1,746.07	1,746.07	0.00	(1,746.07)	0.00
TOTAL GENERAL GOVERNMENT SERVICES	23,853.96	23,853.96	0.00	(23,853.96)	0.00
PROTECTIVE SERVICES					
FIRE PROTECTION					
Professional/Contractual Services					
525-210-110 - PS - Fire - Contracted Services	6,409.00	6,409.00		(6,409.00)	
	6,409.00	6,409.00	0.00	(6,409.00)	0.00
TOTAL FIRE PROTECTION:	6,409.00	6,409.00	0.00	(6,409.00)	0.00

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

	Current	Year To Date	Budget	Variance	%
TOTAL PROTECTIVE SERVICES:	6,409.00	6,409.00	0.00	(6,409.00)	0.00
TRANSPORTATION SERVICES MAINTENANCE Wages & Benefits Wages					
530-110-120 - TS - Maint Salaries - Foreman	1,583.50	1,583.50		(1,583.50)	
_	1,583.50	1,583.50	0.00	(1,583.50)	0.00
Benefits 530-150-300 - TS - Maint - Foreman - Benefits	384.01	384.01		(384.01)	
	384.01	384.01	0.00	(384.01)	0.00
Professional/Contractual Services	1,967.51	1,967.51	0.00	(1,967.51)	0.00
530-210-100 - TS - Maint Contract Street Maintenar	684.30	684.30		(684.30)	
Utilities	684.30	684.30	0.00	(684.30)	0.00
530-310-100 - TS - Maint Utility - Street Lights	686.50	686.50		(686.50)	
_	686.50	686.50	0.00	(686.50)	0.00
Capital Expenditures 530-600-110 - TS - Purchase of Cap Assets	49,698.91	49,698,91		(49,698.91)	
	49,698.91	49,698.91	0.00	(49,698.91)	0.00
TOTAL MAINTENANCE:	53,037.22	53,037.22	0.00	(53,037.22)	0.00
TOTAL TRANSPORTATION SERVICES:	53,037.22	53,037.22	0.00	(53,037.22)	0.00
ENVIRONMENTAL SERVICES Professional/Contractual Services 540-200-210 - EH - Waste - Tree Dump Site	1,500.00	1,500.00		(1,500.00)	
<u> </u>	1,500.00	1,500.00	0.00	(1,500.00)	0.00
TOTAL ENVIRONMENTAL SERVICES:	1,500.00	1,500.00	0.00	(1,500.00)	0.00
RECREATION AND CULTURAL SERVICES Professional/Contractual Services 570-290-100 - R&C - Cont Library Requisition	700.00	700.00		(50. 50.)	
- Library Requisition	720.38	720.38		(720.38)	
Utilities - Heat	720.38	720.38	0.00	(720.38)	0.00
570-300-150 - R&C - Utility - Heat - Hall	171.43	171.43	_	(171.43)	
Utilities - Power	171.43	171.43	0.00	(171.43)	0.00
570-310-150 - R&C - Utility - Power - Hall	148.64	148.64		(148.64)	
	148.64	148.64	0.00	(148.64)	0.00
Utilities - Telephone 570-330-150 - R&C - Utility - Telephone - Hall	62.59	62.59		(62,59)	
	62.59	62.59			

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

_	Current	Year To Date	Budget	Variance	%
TOTAL RECREATION AND CULTURAL SERV	1,103.04	1,103.04	0.00	(1,103.04)	0.00
UTILITIES					
WATER					
Wages and Benefits					
580-110-110 - UT - Water - Salaries	1,127.60	1,127.60		(1,127.60)	
580-120-110 - UT - Water - Benefits	83.52	83.52		(83.52)	
580-130-233 - UT-Superannuation	119.78	119.78		(119.78)	
-	1,330.90	1,330.90	0.00	(1,330.90)	0.00
Professional/Contractual Services				, ,	
580-230-100 - UT - Water - Travel, Meals & Subsister	44.38	44.38		(44.38)	
580-285-110 - UT - Water - Cont. Repairs - Building	190.77	190.77		(190.77)	
Utilities	235.15	235.15	0.00	(235.15)	0.00
580-300-120 - UT - Water - Power	707.04	707.04			
580-300-140 - UT - Water - TELUS Callout	767.64 97.41	767.64		(767.64)	
	97.41	97.41		(97.41)	
	865.05	865.05	0.00	(865.05)	0.00
TOTAL WATER:	2,431.10	2,431.10	0.00	(2,431.10)	0.00
TOTAL UTILITIES:	2,431.10	2,431.10	0.00	(2,431.10)	0.00
TOTAL EXPENDITURES:	88,334.32	88,334.32	0.00	(88,334,32)	0.00
_					
CHANGE IN NET-FINANCIAL ASSETS	(79,002.07)	(79,002.07)	0.00	(79,002.07)	0.00
CHANGE IN NET ASSETS	(79,002.07)	(79,002.07)	0.00	(79,002.07)	0.00
CHANGE IN SURPLUS	(79,002.07)	(79,002.07)	0.00	(79,002.07)	0.00

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

-	Current	Year To Date	Budget	Variance	%
ACCOUNT BALANCES	Current	Year to Date	Balance		
Cash and investments			Dalarice		
110-110-110 - Cash - On Hand - Petty Cash			300.00		
110-110-120 - Cash - Bank - Demand	(74,682.47)	(74,682,47)	91,754.37		
110-110-130 - Cash - Bank - Savings	124.08	124.08	73,173.65		
110-110-140 - Cash - Waterworks Reserve	159.17	159.17	93,866.58		
110-110-150 - Cash - Cemetery Demand	(3.25)	(3.25)	17,002.54		
110-110-155 - Cash - Cemetery board special savings	56.00	56.00	33,021.62		
Total Cash and Investments:	(74,346.47)	(74,346.47)	309,118.76		
Municipal Taxes Receivable					
110-200-100 - Municipal - Tax Receivable - Current	(688.85)	(688.85)	(600 OE)		
110-200-110 - Municipal - Tax Receivable - Arrears	5,001.72	5,001.72	(688.85)		
110-200-900 - Municipal - Allow, for Uncollected	0,001.12	0,001.72	45,442.10		
			(16,017.38)		
Total Municipal Taxes Receivable:	4,312.87	4,312.87	28,735.87		

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

	Current	Year To Date	Budget	Variance	%
Receipt of Arrears	Additional Tax Info	rmation			-
	Receipts	BalFw	rd		
Current Taxes Collected					
	Receipts	Levy			
Totals Arrears & Current	0.00	0.00	0.00	0.00	0.00
Certified correct and in accordance with the records	Presented to coun	cil on	,		
	Feb 15	/23 Date)			
Administrator Name Administrator Title	Head of C	ouncil Name ouncil Title			
Administrator Name Administrator Title Administrator Title	1 12				
SASKATCH	ENAT				