

Town of Strasbourg



Regular Meeting of Council held in the Strasbourg Memorial Hall
Strasbourg, Saskatchewan

Wednesday, February 10, 2021

Present: Mayor: Kelvin Schapansky
Council Members: Peter Barry
Bo Black
Lorne Gottselig
Bernie Josephson
Ashley Scholefield
Rodger Yauck
Administrator: Jennifer Josephson
Foreman: Tyler Hilderman
Assistant Foreman: Keith Hilderman

A quorum being present, Mayor Schapansky called the meeting to order at 7:00 p.m.

Declarations No declarations of conflict of interest or financial interest were made.

Minutes - Regular 14/2021 Josephson:Scholefield
"THAT the minutes from the January 13, 2021 regular meeting of Council be approved as presented by the Administrator."

CARRIED

Correspondence 15/2021 Gottselig:Black
"THAT the following correspondence from the February 10, 2021 meeting, as presented by the Administrator, be filed:

- a) Water Security Agency re: 2021 Waterworks Inspection
- b) RCMP re: 4th Quarter Policing Report."

CARRIED

Reports 16/2021 Barry:Black
"THAT the Town of Strasbourg acknowledge the following verbal meeting reports:
a) Public Works Report
b) Council Reports
i. Councillor Scholefield reported on the most recent Strasbourg Health Board meeting.
ii. Councillor Gottselig gave an update on the Strasbourg Recreation Centre including the gun calendar and burger night fundraiser.
iii. Councillor Barry gave an update on the Strasbourg Recreation Board upcoming activities.
iv. Councillor Josephson gave a brief update on a mini Fire Protection Committee meeting with the Public Works staff.
v. Mayor Schapansky and Councillors Josephson and Barry reported on the virtual SUMA/MOS Convention held February 7-10."

CARRIED

Financial Reports 17/2021 Scholefield:Josephson
"THAT the Statement of Financial Activities and Bank Reconciliation for the month of January 2021 be accepted as presented by the Administrator."

CARRIED

A blue ink signature of the Mayor, appearing to be 'A. Barry', written over a horizontal line.
Mayor

*Payment of
Accounts*

18/2021 Barry:Gottselig
"THAT the List of Accounts for Approval, including cheque 13234 to cheque 13282 in the amount of \$107,501.76 as attached hereto and forming a part of these minutes, be approved for payment."

CARRIED

Tyler Hilderman & Keith Hilderman left the meeting at 8:45 p.m.

*Fibre Optics
Approval*

19/2021 Gottselig:Black
"THAT the Town of Strasbourg approve the 2021 fibre optics installation through the Town of Strasbourg as per the proposed plan by Primary Engineering on behalf of FlexNetworks."

CARRIED

*Fire Reserve
Transfer*

20/2021 Barry:Josephson
"THAT as per the Town of Strasbourg's Fire Suppression Services Bylaw 398/19, the Town transfer the \$41,945.00 surplus from the Strasbourg & District Fire & Rescue budget into the Fire Department Reserve Account for future capital expenditures."

CARRIED

Adjourn

21/2021 Scholefield:
"THAT this meeting of the Council of the Town of Strasbourg be adjourned."

CARRIED
Time: 9:20 p.m.

Mayor 


Administrator



Mayor

Report Date
2021-02-10 1:54 PM

Town of Strasbourg
List of Accounts for Approval
As of 2021-02-10
Batch: 2021-00005 to 2021-00008

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
13234	2021-01-27	Cheryl Pirie Jan/21-Contract	Jan/21 Office Maint Contract	600.00	600.00
13235	2021-01-27	Crystal Mytopher Jan/21-Wage	January 2021 Wages	1,482.19	1,482.19
13236	2021-01-27	Jennifer Josephson Jan/21-Wage Jan/21-Cell	January 2021 Wages Cell Phone Reimbursement-Jan	2,357.56 70.00	2,427.56
13237	2021-01-27	Jessica Dreger Jan/21-Contract	Jan/21 Museum Curator Contract	350.00	350.00
13238	2021-01-27	Josh Buhay Jan/21-Wage	January 2021 Wages	1,549.66	1,549.66
13239	2021-01-27	Keith Hilderman Jan/21-Wage	January 2021 Wages	3,278.49	3,278.49
13240	2021-01-27	MEPP Jan/21-REM	January 2021 Deductions	4,918.78	4,918.78
13241	2021-01-27	Receiver General of Canada Jan/21-REM	January 2021 Remittance	13,168.51	13,168.51
13242	2021-01-27	Ronald Griffin Jan/21-ap	Rescue Truck - Garbage Bin	12.20	12.20
13243	2021-01-27	Roy Erickson Jan/21-Contract Jan/21-ap1 Jan/21-ap2	Jan/21 Hall Maint Contract Hall - Paint Hall - Paint	600.00 38.44 15.50	653.94
13244	2021-01-27	S.U.M.A. Jan/21-REM	January 2021 Deductions	2,361.58	2,361.58
13245	2021-01-27	S.U.M.A. 17829010	2021 SUMA Convention	897.75	897.75
13246	2021-01-27	Sandy Frison Jan/21-Wage	January 2021 Wages	2,554.20	2,554.20
13247	2021-01-27	Tyler Hilderman Jan/21-Wage	January 2021 Wages	3,335.07	3,335.07
13248	2021-02-01	Ministry of Finance Jan/21-Rem	January 2021 Remittance	2,758.38	2,758.38
13249	2021-02-10	Bulyea Co-operative Assn Ltd 791 1626 2288 2733 2806 4058 4064 Jan/21-ap1	Fire Tanker - Diesel P/W Fuel, Wiper Blade, Gloves WTP - Hose P/W Bulbs, epoxy, fittings P/W Faucet, parts, CLR P/W - regular Fuel P/W - Fuel, Hose, handwarmers P/W Diesel	85.01 262.38 77.54 117.61 151.50 41.00 158.34 270.28	

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Town of Strasbourg
List of Accounts for Approval
As of 2021-02-10
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Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			Jan/21-ap2	P/W regular & diesel Fuel	626.15	
			Jan/21-ap3	P/W - Diesel & reg Fuel	256.89	
			Jan/21-ap4	PW Diesel & reg Fuel	427.02	2,473.72
13250	2021-02-10	Canadian Pacific Railway Co.				
			11127991	Flasher with Gate Shared	326.50	326.50
13251	2021-02-10	Canadian Tire Store #629				
			179860	Tools	240.85	
			179861	LED Bar 22	198.69	
			179862	12 Volt Fan	22.19	
			179875	Small Tools, Shop Supplies	318.20	
			179877	NH Tractor	145.28	925.21
13252	2021-02-10	Crystal Mytopher				
			Feb/21-ADV	February 2021 Advance	1,000.00	1,000.00
13253	2021-02-10	Diane Kondratiuk				
			Jan/21 - AP	Hall Caretaker - Jan	179.49	179.49
13254	2021-02-10	Greg Yung				
			Jan/21-Cell	Cell Phone Reimbursement-Jan	70.00	70.00
13255	2021-02-10	Information Services Corp.				
			C121-000000089	Urban Cadastral Annual Maint	337.84	337.84
13256	2021-02-10	Jennifer Josephson				
			Feb/21-Adv	February 2021 Advance	1,600.00	1,600.00
13257	2021-02-10	Josh Buhay				
			Feb/21-ADV	February 2021 Advance	1,300.00	
			Jan/21-Cell	CellPhone Reimbursement-Jan	70.00	1,370.00
13258	2021-02-10	Keith Hilderman				
			Feb/21-ADV	February 2021 Advance	1,600.00	
			Jan/21-Cell	CellPhone Reimbursement-Jan	70.00	1,670.00
13259	2021-02-10	Lakeridge Construction Inc				
			Feb/21 - REF	Utility Deposit Refund	100.00	100.00
13260	2021-02-10	Long Lake Insurance				
			4219	Commercial Auto Pak Renewal	2,351.08	2,351.08
13261	2021-02-10	Loraas Disposal South Ltd.				
			0007769002	Jan/21 Garbage & Recycling	13,205.19	13,205.19
13262	2021-02-10	Mazergroup Regina				
			JW10654	Bi-directional Repairs	7,769.98	
			JW10653	Bi-directional Repairs	629.93	8,399.91
13263	2021-02-10	Parkland Regional Library				
			5729	Municipal Levy - 50%	5,380.00	5,380.00
13264	2021-02-10	Princess Auto				
			2823255	Ratchet Sets, Folding Seat	115.82	
			2812649	Shop Supplies, Small Tools	322.96	438.78
13265	2021-02-10	Rolling Plains Metalworks(RPM)				
			1641	Culvert Safety Marking	129.68	129.68
13266	2021-02-10	Royal Bank of Canada				

Report Date
2021-02-10 1:54 PM

Town of Strasbourg
List of Accounts for Approval
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		Jan/21-ap3	Schulte - Skid Shoe	280.86	
		Jan/21-ap4	Schulte - Shoes, Cable	291.71	
		Jan/21-ap5	Emblem	21.65	
		Jan/21-ap6	Fire Dept Business Cards	141.13	
		Jan/21-ap7	Water Tests	92.00	827.35
13267	2021-02-10	Sandy Frison			
		Feb/21-ADV	Feb 2021 Advance	1,000.00	1,000.00
13268	2021-02-10	Sask Assessment Mgmt Agency			
		2021200	2021 Municipal Requisition	11,033.00	11,033.00
13269	2021-02-10	Sask Power			
		Jan/21-OFFICE	Office - Power & Energy	645.65	
		Jan/21-MUS	Museum - Power & Energy	283.14	
		Jan/21-LIGHTS	Streetlights	1,330.35	
		Jan/21-HALL	Hall - Power & Energy	1,299.15	
		Jan/21- FIRE	Firehall - Power & Energy	340.85	
		Jan/21-SHOP	Shop - Energy	197.85	
		Jan/21-GREEN	Greenspace - Power	38.74	
		Jan/21-WELLS	Well/Pump/Shop-Power&Energy	1,524.78	
		Jan/21-LAGOON	Lagoon - Power	138.97	5,799.48
13270	2021-02-10	Sask Tel			
		Jan 21-3707	Office,Shop,WTP-Phn/Int/Alarms	626.11	
		Jan/21-3421	Hall Phone	55.91	
		Jan/21-3465	Firehall Phone/Highspeed	120.25	
		Jan/21-9191	Fire Alarm	67.01	
		Jan/21-Shop	Shop - Internet, Phone	141.33	1,010.61
13271	2021-02-10	SaskBattery			
		239195	Batteries - Vehicles	235.45	235.45
13272	2021-02-10	Strasbourg & District Fire			
		210019-006	Donation-Mandy & Derek Harvey	1,000.00	1,000.00
13273	2021-02-10	Strasbourg Agro Inc			
		7782	Mobility Bus Safety Insp	310.80	310.80
13274	2021-02-10	Strasbourg Co-operative Ltd.			
		3135	Office - Coffee supplies	27.08	
		4678	Shop - Coffee supplies	58.21	
		8837	Shop - Coffee/Paper Towels	99.73	
		1611	Shop - Coffee supplies	37.98	223.00
13275	2021-02-10	Strasbourg Pharmacy Ltd.			
		593806	Shop - Batteries	9.98	9.98
13276	2021-02-10	Suncorp Valuations			
		CA00001104	NW 24-24-22-2 Appraisal	1,890.00	1,890.00
13277	2021-02-10	The Wireless Age			
		358808-91	Fire Dept - Radio Repairs	206.95	206.95
13278	2021-02-10	Tyler Hilderman			
		Feb/21-ADV	February 2021 Advance	1,600.00	
		28617	Stanadyne Performance Formula	39.29	
		Jan/21-Cell	Cell Phone Reimbursement-Jan	90.00	1,729.29

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Report Date
2021-02-10 1:54 PM

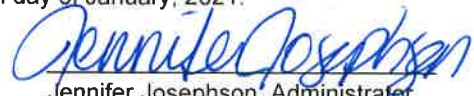
Town of Strasbourg
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As of 2021-02-10
Batch: 2021-00005 to 2021-00008

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
13279	2021-02-10	Village of Bulyea 2021-011	'21 Heat & Power Water Truck	1,400.00	1,400.00
13280	2021-02-10	Vital Effect Inc. 7910	Website Fee - January	65.50	65.50
13281	2021-02-10	Wilson's Water & Ice 2514	Water Cooler - Office & Shop	38.50	38.50
13282	2021-02-10	Wood Wyant 689095	Office Janitorial Supplies	416.14	416.14
				Total for AP:	107,501.76

Certified correct and in accordance with the records
Presented to Council on this 13th day of January, 2021.



Kelvin Schapansky, Mayor



Jennifer Josephson, Administrator



Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2021

	Current	Year To Date	Budget	Variance
REVENUES				
TAXATION				
Municipal Taxes				
410-130-100 - Tax Discounts	(670.16)	(670.16)		(670.16)
	(670.16)	(670.16)	0.00	(670.16)
Trailer License Fees				
410-300-100 - Mobile Home License Fees	1,008.00	1,008.00		1,008.00
	1,008.00	1,008.00	0.00	1,008.00
Penalties on Tax Arrears				
410-400-110 - Penalty on Municipal Taxes - Property	1,007.38	1,007.38		1,007.38
	1,007.38	1,007.38	0.00	1,007.38
TOTAL TAXATION:	1,345.22	1,345.22	0.00	1,345.22
FEES AND CHARGES				
Custom Work				
420-100-100 - F&C - Custom Work/Signs	2,775.00	2,775.00		2,775.00
	2,775.00	2,775.00	0.00	2,775.00
Sale of Supplies and Gravel				
420-200-500 - F&C - Fax/Copying	8.00	8.00		8.00
420-200-920 - F&C - Notary/Title Transfer Fees	20.00	20.00		20.00
	28.00	28.00	0.00	28.00
Rentals				
420-300-100 - F&C - Rentals - Office/Land	27,050.00	27,050.00		27,050.00
420-300-110 - F&C - Rentals - Mobile Home Lots	4,800.00	4,800.00		4,800.00
	31,850.00	31,850.00	0.00	31,850.00
Policing and Fire Fees				
420-400-350 - F&C - Fire Levies	93,486.53	93,486.53		93,486.53
	93,486.53	93,486.53	0.00	93,486.53
Recreation Fees				
420-530-200 - F&C - Community Hall Fees	1,500.00	1,500.00		1,500.00
	1,500.00	1,500.00	0.00	1,500.00
Licenses and Permits				
420-700-200 - F&C - Licences - Business	3,300.00	3,300.00		3,300.00
	3,300.00	3,300.00	0.00	3,300.00
Other				
Tax Certificate				
420-800-100 - F&C - Tax Certificate	125.00	125.00		125.00
	125.00	125.00	0.00	125.00
Landfill/Waste Collection Fees				
420-850-120 - F&C - Waste Collection Fees	120.00	120.00		120.00
	120.00	120.00	0.00	120.00
TOTAL FEES AND CHARGES:	133,184.53	133,184.53	0.00	133,184.53

UTILITIES
Water & Sewer



Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2021

	Current	Year To Date	Budget	Variance
440-110-100 - Water	49,578.95	49,578.95		49,578.95
440-140-100 - Water - Connection Fees	25.00	25.00		25.00
440-220-100 - Sewer	17,195.97	17,195.97		17,195.97
440-240-100 - Sewer - Infrastructure Fees	19,886.50	19,886.50		19,886.50
TOTAL UTILITIES:	86,686.42	86,686.42	0.00	86,686.42
CAPITAL ASSET PROCEEDS				
460-100-200 - CA - Sale of Assets - Proceeds	200.00	200.00		200.00
TOTAL CAPITAL ASSET PROCEEDS:	200.00	200.00	0.00	200.00
TOTAL REVENUES:	221,416.17	221,416.17	0.00	221,416.17
EXPENDITURES				
GENERAL GOVERNMENT SERVICES				
Wages & Benefits				
510-110-110 - GG - Council - Indemnity	209.52	209.52		(209.52)
510-110-300 - GG - Salaries - Office	14,366.05	14,366.05		(14,366.05)
510-130-300 - GG - Benefits - Office	2,582.11	2,582.11		(2,582.11)
	17,157.68	17,157.68	0.00	(17,157.68)
Professional/Contract Services				
510-210-100 - GG - Council Travel/Meals/Laptop	855.00	855.00		(855.00)
510-210-170 - GG - Admin. - Training, Travel & Meals	1,600.00	1,600.00		(1,600.00)
510-220-100 - GG - Cont.- Office Caretaking Contract	600.00	600.00		(600.00)
510-230-100 - GG - Cont.- Insurance, General & Bond	4,342.29	4,342.29		(4,342.29)
510-240-100 - GG - Cont.- Memberships & Subscriptions	2,189.72	2,189.72		(2,189.72)
510-260-100 - GG - Cont.- Tax Enforcement/Collection	1,000.00	1,000.00		(1,000.00)
510-270-100 - GG-Town Office Copier/Supplies/Software	6,575.58	6,575.58		(6,575.58)
510-270-110 - GG - Admin Bldg Maint/Supplies/Repairs	76.96	76.96		(76.96)
510-280-170 - GG - Cont. - Appeals	200.00	200.00		(200.00)
	17,439.55	17,439.55	0.00	(17,439.55)
Utilities				
510-300-150 - GG - Utility - Cell Phone	70.00	70.00		(70.00)
	70.00	70.00	0.00	(70.00)
Maintenance, Material and Supplies				
510-400-110 - GG - Postage	1,000.00	1,000.00		(1,000.00)
510-410-140 - GG - Office Supplies & Stationery	418.47	418.47		(418.47)
	1,418.47	1,418.47	0.00	(1,418.47)
TOTAL GENERAL GOVERNMENT SERVICES:	36,085.70	36,085.70	0.00	(36,085.70)
PROTECTIVE SERVICES				
FIRE PROTECTION				
Professional/Contractual Services				
525-210-100 - PS - Fire - Dispatching Fees	1,000.00	1,000.00		(1,000.00)
525-230-100 - PS - Fire - Insurance	13,754.67	13,754.67		(13,754.67)
	14,754.67	14,754.67	0.00	(14,754.67)
Maintenance, Materials and Supplies				
525-420-100 - PS - Fire - Materials/Supplies	189.39	189.39		(189.39)

Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2021

	Current	Year To Date	Budget	Variance
525-430-100 - PS - Fire - Repairs (Parts/Mat Only)	65.59	65.59		(65.59)
	254.98	254.98	0.00	(254.98)
TOTAL FIRE PROTECTION:	15,009.65	15,009.65	0.00	(15,009.65)
TOTAL PROTECTIVE SERVICES:	15,009.65	15,009.65	0.00	(15,009.65)
TRANSPORTATION SERVICES				
MAINTENANCE				
Wages & Benefits				
530-110-120 - TS - Wages - Public Works	15,737.81	15,737.81		(15,737.81)
530-120-120 - TS - Benefits - Public Works	2,467.42	2,467.42		(2,467.42)
530-120-130 - TS - Benefits - Clothing	238.74	238.74		(238.74)
	18,443.97	18,443.97	0.00	(18,443.97)
Professional/Contractual Services				
530-260-100 - TS - Maint. - Insurance/Vehicle Reg.	2,031.49	2,031.49		(2,031.49)
	2,031.49	2,031.49	0.00	(2,031.49)
Maintenance, Materials & Supplies				
530-420-100 - TS - Maint. - Vehicle/Equip Repair/Parts	3.86	3.86		(3.86)
	3.86	3.86	0.00	(3.86)
TOTAL MAINTENANCE:	20,479.32	20,479.32	0.00	(20,479.32)
TOTAL TRANSPORTATION SERVICES:	20,479.32	20,479.32	0.00	(20,479.32)
RECREATION AND CULTURAL SERVICES				
Wages & Benefits				
570-110-150 - R&C - Salaries - Hall	600.00	600.00		(600.00)
570-110-160 - R&C - Salaries - Museum	350.00	350.00		(350.00)
	950.00	950.00	0.00	(950.00)
Professional/Contractual Services				
570-230-100 - R&C - Cont. - Hall Insurance	9,124.52	9,124.52		(9,124.52)
570-230-110 - R&C - Cont. - Museum Insurance	1,167.59	1,167.59		(1,167.59)
570-230-120 - R&C - Cont. - Gazebo Insurance	8.48	8.48		(8.48)
	10,300.59	10,300.59	0.00	(10,300.59)
Maintenance, Materials and Supplies				
570-420-150 - R&C - Supplies/Repairs - Hall	51.41	51.41		(51.41)
570-420-170 - R&C - Supplies/Repairs-Park/Green Space	58.30	58.30		(58.30)
	109.71	109.71	0.00	(109.71)
Grants and Contributions				
570-500-130 - R&C - Grants - Library	1,500.00	1,500.00		(1,500.00)
	1,500.00	1,500.00	0.00	(1,500.00)
TOTAL RECREATION AND CULTURAL SERVICES:	12,860.30	12,860.30	0.00	(12,860.30)
UTILITIES				
Wages and Benefits				
580-110-110 - UT - Utilities - Salaries	6,842.17	6,842.17		(6,842.17)
580-120-110 - UT - Utilities - Benefits	1,109.38	1,109.38		(1,109.38)
	7,951.55	7,951.55	0.00	(7,951.55)


Report Date
2021-02-08 11:45 AM

Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2021

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	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>
Professional/Contractual Services				
580-240-100 - UT - Utility - Insurance - Gen & Bond	6,663.16	6,663.16		(6,663.16)
	6,663.16	6,663.16	0.00	(6,663.16)
TOTAL UTILITIES:	14,614.71	14,614.71	0.00	(14,614.71)
TOTAL EXPENDITURES:	99,049.68	99,049.68	0.00	(99,049.68)
NET SURPLUS	122,366.49	122,366.49	0.00	122,366.49

Certified correct and in accordance with the records.
Presented to Council on this 10th day of February, 2021.



Kelvin Schapansky, Mayor



Jennifer Josephson, Administrator

Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2021

	Current	Year To Date	Budget	Variance
	Current	Year to Date	Balance	
ACCOUNT BALANCES				
Cash and Investments				
110-110-110 - Cash - On Hand - Petty Cash			200.00	
110-110-120 - Cash - Bank - General Operating Account	(22,526.47)	(22,526.47)	137,182.51	
110-110-130 - Cash - Bank - Premium Investment Account	(50,000.00)	(50,000.00)	662,355.51	
Total Cash and Investments:	(72,526.47)	(72,526.47)	799,738.02	
Municipal Taxes Receivable				
110-200-100 - Municipal - Tax Receivable - Current	(4,583.39)	(4,583.39)	524,582.35	
110-200-110 - Municipal - Tax Receivable - Arrears	(3,993.90)	(3,993.90)	(439,585.43)	
Total Municipal Taxes Receivable:	(8,577.29)	(8,577.29)	84,996.92	
Capital Assets				
170-100-110 - General Government Assets - Cost			430,197.59	
170-100-200 - Protective Services Assets - Cost			563,691.74	
170-100-250 - Transportation Assets - Cost			4,164,521.48	
170-100-280 - Enviro & Public Health Assets - Cost			137,272.64	
170-100-300 - Planning & Development Assets - Cost			37,678.00	
170-100-350 - Recreation & Culture Assets - Cost			516,835.82	
170-100-400 - Water & Sewer Assets - Cost			6,119,513.75	
Total Capital Assets:	0.00	0.00	11,969,711.02	
Reserves				
310-100-100 - Utility Debt Reserve			90,000.00	
310-100-200 - Cemetery Fund Reserve			5,207.28	
310-100-300 - Future Reserve			24,465.60	
310-100-400 - Fire Department Reserve			29,032.85	
310-100-500 - Public Reserve			2,032.01	
310-100-620 - Pioneer Home Reserve			12,320.83	
310-110-200 - Water & Sewer Infrastructure Reserve			622,676.52	
310-110-300 - Transportation Capital Reserve			25,321.86	
Total Reserves:	0.00	0.00	811,056.95	