

**Minutes from the January 8, 2024 Regular Meeting of the Village of Elbow Council, held at Council Chambers, 201 Saskatchewan St, Elbow, SK.**

**PRESENT:** Deputy Mayor: Joanne Brochu  
Councillors: Rhett Bokitch  
Russ Stevenson (zoom)  
Brian Ford (zoom)  
Village Staff: CAO, Brandy Losie

**REGRETS:** none

**QUORUM**

Having a quorum present, Deputy Mayor Brochu called the regular meeting to order at 1:00 pm.

**AGENDA**

**1/2024** BOKITCH: THAT the amended agenda be approved. Carried

**CONFLICT OF INTEREST**

none

**MINUTES**

**3/2024** STEVENSON: THAT the minutes of Dec 11, 2023 are approved as presented. Carried

**DELEGATIONS**

Ron McDonald  
Rob Hundebay

**SEWER CLEANOUT**

**4/2024** BROCHU: THAT the Village will pay for the sewer cleanout invoices as per the Sewer Cleanout Policy as presented by the owner of Lots 22-24 Block 11.

**FINANCIAL STATEMENTS**

**5/2024** FORD: THAT the Financial Statement for the month ending December 31, 2023 is approved as presented. Carried

**ACCOUNTS PAYABLE**

**6/2024** BOKITCH: THAT the payables to January 8<sup>th</sup>, 2024 be approved as presented. (attached) Carried

**REPORTS**

The following reports were previously sent to council and any questions were answered by the appropriate department at the meeting:

CAO  
Public Works  
Assistant Admin  
Facilities Committee  
Recreation

**OLD BUSINESS****MUNICIPAL REVENUE SHARING DECLARATION****7/2024**

STEVENSON: THAT the Council of the Village of Elbow confirms the municipality meets the following eligibility requirements to Receive the Municipal Revenue Sharing grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2022 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried

**CANADA DAY****8/2024**

BROCHU: THAT the Council approve a budget of \$5000 for the Canada Day committee that does not include fireworks.

Carried

**VILLAGE TRUCK****9/2024**

STEVENSON: THAT the Council approve a budget of \$35,000 for the purchase of a truck for public works use.

Carried

**CORRESPONDENCE**

That the correspondence be answered as directed.

**NEW BUSINESS****SIGNING AUTHORITY****10/2024**

BROCHU: THAT Colleen Hoppenreys be removed from the Village signing authority at PCCU.

Carried

**LIBRARY EXTRA OPENING HOURS****11/2024**

BOKITCH: THAT the Council has agreed to pay for 1.5 extra hours of opening for the Elbow Palliser Library.

Carried

**SSCF TRUTH & RECONCILIATION GRANT****10/2024**

FORD: THAT we send a letter in support of & partnership with Prairie Sky Trails for the application to the SSCF Truth and Reconciliation Grant.

Carried

**MEMBERSHIPS****11/2024**

BOKITCH: THAT we renew the following memberships for 2024: SUMA, UMAAS, WaterWolf Planning, CTAPC and Lake Diefenbaker Tourism.

Carried

**TUFTS BAY****12/2024**

BROCHU: THAT we purchase a new ladder for the dock at Tufts Bay.

Carried

**ALARM MONITORING****13/2024**

BOKITCH: THAT we sign the contract with Vipond for the Harbor Golf Community Center alarm monitoring.

Carried

**LOTTERY LICENCE****14/2024**

BOKITCH: THAT the Village of Elbow will apply for a lottery license in order to host 50/50 draws at village fundraiser events.

Carried

**ELECTION WORKSHOP**

**15/2024** STEVENSON: THAT Brandy and Karen both attend the Elections Workshop in Swift Current on Tuesday, April 2<sup>nd</sup>. Carried

**TUFTS BAY WATER BILL**

**16/2024** FORD: THAT since the contract does not state that the operators of Tufts Bay are responsible for the water bill, that a credit be given on their account and that the water be kept in the Village's name. Carried

Recess: 3:10 -3:20 pm.

**IN-CAMERA**

**17/2024** BROCHU: THAT the Village of Elbow move in-camera at 3:20 p.m. as per section 54 of Bylaw No. 2-2022 Council Procedures Bylaw, and Part III of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss human resources & strategic planning. Carried

Administrator Losie left the meeting at 3:50 pm & returned at 4:20 pm.

**OUT OF CAMERA**

**18/2024** BOKITCH: THAT Council exits out of in-camera session at 4:20 pm. Carried.

**EMPLOYEE WAGE INCREASES**

**19/2024** BOKITCH: THAT the wages be increased as noted. Carried

**INDUSTRIAL SUBDIVISION 1B LOTS**

**20/2024** FORD: THAT for lots sold in the industrial subdivision by August 1<sup>st</sup>, 2024, there will be no taxes levied on that lot for 2024. Carried

**ADJOURNMENT**

**21/2024** STEVENSON: THAT this meeting be adjourned at 4:40 pm. Carried.

**Correspondence**

Benita McNeil  
Shantel Bristow  
Shelly Haugen



  
Joanne Brochu

Deputy Mayor – Joanne Brochu

  
Brandy Losie

CAO – Brandy Losie

Payment #	Vendor	Date	Amount
Computer Cheque			
13841	Brochu, Joanne	12/11/2023	90.36
13842	Staples	12/11/2023	55.15
13843	Stevenson, Russ	12/13/2023	125.00
13844	Forsberg, Marnie	12/12/2023	150.00
13845	Joel, Karen	12/12/2023	250.00
13846	Llewellyn, James	12/12/2023	250.00
13847	Losie, Brandy	12/12/2023	250.00
13848	Maxwell, Margo	12/12/2023	150.00
13849	Elbow Foods	12/13/2023	96.64
	Issued to: True Family Enterprises Ltd.		
13850	CG Industries	12/15/2023	1,869.24
13851	Saskatchewan Health Authority	12/15/2023	23.00
13852	SUMA	12/15/2023	655.01
13853	Village of Elbow	12/15/2023	722.22
13854	Elbow Library Board	12/22/2023	87.50
13855	Frazer, Erinn	12/22/2023	40.00
13856	Megaw, Kristen	12/22/2023	80.00
13857	Sask Sport	12/22/2023	425.00
13858	Sask Stock Growers	12/22/2023	125.00
13859	Cox, Sheila	12/22/2023	200.00
13860	Losie, Brandy	12/22/2023	25.00
13861	Gifford, Tyler	12/22/2023	500.00
13862	Miller, Kandis	12/22/2023	1,167.81
13863	New Leaf Construction	12/22/2023	555.00
13864	Cody Gieni Law Office	12/23/2023	83.25
13865	Cypress Sales Partnership	12/23/2023	967.19
13866	Elbow & District Museum	12/23/2023	45.00
13867	Elbow Foods	12/23/2023	34.21
	Issued to: True Family Enterprises Ltd.		
13868	Home Hardware	12/23/2023	139.50
13869	The Outlook	12/23/2023	107.10
13870	Saskatchewan Health Authority	12/23/2023	23.00
13871	Vollmer Welding & Repairs	12/23/2023	82.69
13872	Llewellyn, James	12/29/2023	2,652.41
13873	Losie, Brandy	12/29/2023	2,336.60
13874	Fiske, Scott	12/27/2023	650.00
13875	Ector, Rick	12/27/2023	100.00
13876	Diederich, Rick	12/27/2023	500.00
13877	Lepage, Lynden	12/27/2023	450.00
13878	Boyle, Ryan	12/27/2023	150.00
13879	Brown, Robert	12/27/2023	400.00
13880	Gieni, Cody	12/27/2023	150.00
13881	Gifford, Tyler	12/27/2023	975.00
13882	Llewellyn, James	12/27/2023	300.00
13883	Peddle, Jesse	12/27/2023	400.00
13884	Frazer, Scott	12/27/2023	550.00
13885	Boyle, Jason	12/27/2023	200.00
13886	Bokitch, Rhett	12/27/2023	300.00
13887	Megaw, Joe	12/27/2023	150.00
13888	Griffin, Travis	12/27/2023	100.00
13889	Tolson, Brad	12/27/2023	300.00
Payment #	Vendor	Date	Amount
13890	Ector, Mike	12/27/2023	100.00
13891	Garnes, Kathryn	12/29/2023	118.75
13892	Maxwell, Margo	12/29/2023	593.75
13893	V. of E. ITF W. Cafferata	12/29/2023	80.00
13894	Forsberg, Marnie	12/29/2023	1,844.97
13895	Joel, Karen	12/29/2023	2,574.43
13896	ATS Traffic	12/28/2023	74.99
13897	B & T Polar Pork	12/28/2023	1,000.00
13898	Cafferata, Wendy	12/28/2023	300.00
13899	Staples	12/28/2023	6.09
13900	Elbow Foods	12/31/2023	30.97
	Issued to: True Family Enterprises Ltd.		
13901	R & J Lakeside Service Ltd.	12/31/2023	458.94
13902	Saskatchewan Health Authority	12/31/2023	23.00
13903	Joel, Karen	12/31/2023	1,161.57
13904	Brochu, Joanne	12/31/2023	487.60
13905	Bokitch, Rhett	12/31/2023	175.00
13906	Prairie Centre Credit Union	12/31/2023	5,145.82
13907	Loraas Disposal North Ltd.	12/31/2023	6,500.39
Total for Computer Cheque:			40,714.15

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1	Minister Of Finance EPT	12/12/2023	4,734.33
1	SaskWater Accounts Receivable	12/15/2023	19,960.26
1	SaskTel Mobility	12/20/2023	91.58
1	Elbow Volunteer Fire Dept.	12/20/2023	50.00
1	SaskEnergy	12/29/2023	2,012.39
1	SaskPower	12/29/2023	5,073.75
1	Minister Of Finance EPT	12/22/2023	12.01
1	SaskPower	12/28/2023	3,617.98
1	SaskPower	12/31/2023	23,144.96
1	MEPP	12/31/2023	3,350.54
1	Minister Of Finance EPT	12/31/2023	22,007.37
2	SaskTel	12/20/2023	421.80
3	SaskTel	12/20/2023	156.59
Total for Other:			84,633.56
Total for General:			125,347.71

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2	Amazon	12/04/2023	134.30
3	HP Instant Ink	12/08/2023	15.53
4	Adobe Inc.	12/14/2023	68.80
4	Zoom	12/03/2023	23.85
5	Shutterfly Photos	12/20/2023	35.62
6	Costco	12/21/2023	35.99
7	Canada Post	12/21/2023	24.54
Total for Mastercard:			338.63
Total for MC:			338.63

13908	Air Liquide Canada Inc.	01/08/2024	99.11
13909	Aon Canada Inc.- T57048C	01/08/2024	58,498.00
13910	Elbow Foods	01/08/2024	7.63
Issued to: True Family Enterprises Ltd.			
13911	FCM	01/08/2024	243.17
13912	Iron Mountain Canada Operations UL	01/08/2024	192.27
13913	MuniSoft	01/08/2024	4,881.78
13914	Palliser Regional Library	01/08/2024	7,875.40
13915	Saskatchewan Health Authority	01/08/2024	23.00
13916	Sask Public Safety Agency	01/08/2024	716.10
13917	Staples	01/08/2024	185.79
13918	SUMA	01/08/2024	1,344.12
13919	Sask Volunteer Fire Assoc	01/08/2024	300.00
13920	Telematik	01/08/2024	143.72
13921	Urban Municipal Admin Assoc	01/08/2024	250.00
13922	WaterWolf District Planning	01/08/2024	1,288.98
13923	Wood River Controls	01/08/2024	111.00
Total for Computer Cheque:			76,160.07
Total for General:			76,160.07