

VILLAGE OF MARENGO

Minutes of the regular meeting of the council of the Village of Marengo held on Tuesday June 28th, 2022 in the municipal council chambers located at 20 1st Avenue North in Marengo, Saskatchewan.

CALL TO ORDER

Mayor Travis McKillop called the meeting to order at 7:00 p.m. with the following council members in attendance:

Travis Clow

One council member position is vacant.

The following staff members were in attendance:

Administrator Robin Busby

AGENDA

- 2022-101 TRAVIS CLOW** – That the agenda be used as a guideline for this meeting and that we approve the following changes to the agenda:
Agenda Deletions
2022 Tax Enforcement List

**CARRIED
UNANIMOUSLY**

MINUTES

- 2022-102 TRAVIS MCKILLOP** – That the minutes from the regular meeting of council held on May 24th, 2022 be approved as circulated.

CARRIED

- 2022-103 TRAVIS CLOW** – That the minutes from the special meeting of council held on June 3rd, 2022 be approved as circulated.

CARRIED

BOARD REPORTS

- 2022-104 TRAVIS MCKILLOP** – That the following board reports be filed:
Marengo Water Treatment Plant Report - May 2022

CARRIED

FINANCIAL REPORTS

- 2022-105 TRAVIS CLOW** – That the statement of financial activities and bank reconciliations for May 2022 be approved as presented.

CARRIED

Tim
RB

CORRESPONDENCE

2022-106 TRAVIS MCKILLOP – That we acknowledge receipt of the following correspondence and file for future reference:
SRC Analytical

<u>Date</u>	<u>Free Chlorine</u>	<u>Total Chlorine</u>	<u>Turbidity</u>
31-May-2022	Free Chlorine 1.08	Total Chlorine 1.58	Turbidity 0.47

(Regular)
(acceptable results: Free Chlorine >.1, Turbidity <.30, Total Chlorine any amount)

08-Jun-2022 Raw Water Manganese 0.64 mg/L

Ministry of Government Relations
June 2022 Municipalities Today

Shannon Stubbs M.P.
Shadow Minister for Rural Economic Development and Rural Broadband Strategy – Rural Areas

Saskatchewan Parks and Recreation Association
June is Recreation & Parks Months 2022

CARRIED

MILLER THOMSON LLP – TRANSFER LETTER

2022-107 TRAVIS CLOW – That we acknowledge receipt of the letter from Miller Thomson LLP and that we instruct the Administrator to inform Miller Thomson LLP that all referenced file numbers shall remain with their firm.

CARRIED

BYLAW 2022-03 – A BYLAW TO AMEND BYLAW 2017-06

2022-108 TRAVIS MCKILLOP – That Bylaw 2022-03, a bylaw to amend Bylaw 2017-06 be given second reading.

CARRIED

2022-109 TRAVIS CLOW – That Bylaw 2022-03, a bylaw to amend Bylaw 2017-06 be given third reading and be adopted.

CARRIED

BYLAW 2022-04 – A BYLAW TO AMEND BYLAW 2017-04

2022-110 TRAVIS MCKILLOP – That Bylaw 2022-04, a bylaw to amend Bylaw 2017-04 be given first reading.

CARRIED

Tim RB

2022-111 TRAVIS CLOW – That Bylaw 2022-04 be given second reading.
CARRIED

2022-112 TRAVIS MCKILLOP – That the third reading of Bylaw 2022-04 be permitted at this meeting.
**CARRIED
UNANIMOUSLY**

2022-113 TRAVIS CLOW – That Bylaw 2022-04, a bylaw to amend Bylaw 2017-04 be given third reading and be adopted.
CARRIED

2022 BUDGET

2022-114 TRAVIS MCKILLOP – That the 2022 budget, attached hereto and forming part of these minutes be adopted.
CARRIED

BYLAW 2022-05 – MINIMUM TAX BYLAW

2022-115 TRAVIS CLOW – That Bylaw 2022-05, a bylaw to set a minimum tax for municipal taxes be given first reading.
CARRIED

2022-116 TRAVIS MCKILLOP – That Bylaw 2022-05 be given second reading.
CARRIED

2022-117 TRAVIS MCKILLOP – That the third reading of Bylaw 2022-05 be permitted at this meeting.
**CARRIED
UNANIMOUSLY**

2022-118 TRAVIS CLOW – That Bylaw 2022-05, a bylaw to set a minimum tax for municipal taxes be given third reading and be adopted.
CARRIED

*TRM
RB*

2022 MILL RATE

2022-119 TRAVIS CLOW – That the mill rate for the 2022 taxation year be set at 10 mills and that the following mill rate factors apply as per Bylaw 2021-04:

Agricultural	0.75
Residential	1.00
Commercial	1.65

CARRIED

LEAVE REQUEST – FRONT CLERK

2022-120 TRAVIS MCKILLOP – That we approve the request from Front Clerk Lisa Ensor for an unpaid personal leave from May 26th, 2022 until September 1st, 2022.

CARRIED

FRONT CLERK POSITION – HIRE TEMPORARY REPLACEMENT

2022-121 TRAVIS CLOW – That we agree to hire Valerie May on a temporary basis for the front Clerk position effective June 20th, 2022 at a rate of \$22.00 per hour to cover the leave of the permanent Front Clerk and that the costs be shared as per the Joint Administration Agreement with the Rural Municipality of Milton No. 292 and the Rural Municipality of Antelope Park No. 322.

CARRIED

FINAL APPLICATION FOR TITLE

2022-122 TRAVIS MCKILLOP – That the municipality make final application for title on the following properties:
Lot 22-23 Block 2 Plan G74

CARRIED

AUTHORIZE PROCEEDINGS TO REQUEST TITLE

2022-123 TRAVIS CLOW – That we authorize proceedings to request titles due to non-payment of taxes:
Lot 8-9 Block 1 Plan G74

CARRIED

MARENGO WATER REPORTS

2022-124 TRAVIS MCKILLOP – That we approve the following Marengo water reports:
Annual Notice to Consumers for 2021
Waterworks Financial Overview for 2021
2022 Waterworks Rate Policy

CARRIED

TM
KB

MUNICIPAL OFFICE – TIN COLOUR

2022-125 **TRAVIS CLOW** – That we select the following colours for the Marengo Municipal Office wall tin and trim and that the Administrator inform the councils of the Rural Municipality of Milton No. 292 and the Rural Municipality of Milton No. 292 of our preferences:
 Walls: Graphite
 Trim: Black

CARRIED

ACCOUNTS

2022-126 **TRAVIS CLOW** – That the list of accounts, attached hereto and forming part of these minutes, including cheques numbers 3809 to 3825 in the amount of \$13,604.48 and EFT cheque numbers 990036 to 99042 in the amount of \$3,623.38 be approved for payment.

CARRIED

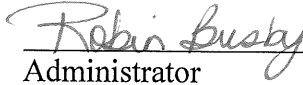
ADJOURN

2022-127 **TRAVIS MCKILLOP** – That this meeting now adjourn at 8:03 p.m.

CARRIED



Mayor



Administrator

Tuesday July 21st, 2022 at 7:00 p.m. – Next regular meeting of council

ANNUAL BUDGET
FOR THE
VILLAGE OF MARENGO
2022

VILLAGE OF MARENGO
STATEMENT OF REVENUES FOR THE YEAR 2022

DETAILS OF REVENUE	2021 Budget	2021 Actual	2022 Budget
TAXATION			
General Municipal Levy	131,073.11	131,118.75	127,611.77
Municipal Abatement/Adjustment	0.00	0.00	0.00
Discount on Municipal Tax	0.00	0.00	0.00
Penalty on Municipal Arrears	600.00	440.09	900.00
Total Taxes	131,673.11	131,558.84	128,511.77
UNCONDITIONAL GRANTS			
Unconditional – Revenue Sharing	17,056.00	17,056.00	17,978.00
Total Unconditional Grants	17,056.00	17,056.00	17,978.00
GRANT IN LIEU OF TAXES			
Grant-In-Lieu – SaskTel	1,200.00	1,275.00	1,300.00
Grant-In-Lieu – SPC Surcharge	12,000.00	10,837.76	11,500.00
Grant-In-Lieu – Local – Housing Auth.	3,250.00	3,250.08	3,513.60
Total Grant-in-Lieus	16,450.00	15,362.84	16,313.60
GENERAL GOV'T SERVICES			
Office Services/Other	28.50	14.94	21.00
Appeal Fees	0.00	0.00	0.00
Tax Certificates	30.00	40.00	40.00
Tax Enforcement	200.00	329.64	500.00
Sale of Supplies	9.00	0.00	9.00
Other	0.00	0.00	50.00
Licenses	0.00	0.00	0.00
Permits	0.00	0.00	0.00
Rentals	0.00	0.00	0.00
Contributions/Donations	0.00	0.00	0.00
Trade In of Equipment	0.00	0.00	0.00
Asset Sale – Gain/Loss	0.00	0.00	0.00
Interest Revenue	2,500.00	2,340.50	3,100.00
Dividend Revenue	50.00	42.62	65.00
Commission Revenue	0.00	0.00	0.00
Unconditional - Prov. - Safe Restart	0.00	0.00	0.00
Conditional - FCM - Asset Management	26,658.00	0.00	26,658.00
Conditional Fed. - New Gas	0.00	0.00	0.00
Capital - Conditional Grants	2,962.00	6,668.00	0.00
Total General Gov't. Services	32,437.50	9,435.70	30,443.00

DETAILS OF REVENUE

PROTECTIVE SERVICES

Fees – Policing - Fines
 Fees – Fire Charges
 Dog Licenses
 Trade In of Equipment
 Asset Sale – Gain/Loss
Total Protective Services

TRANSPORTATION SERVICES

Custom Work
 Sale of Gravel
 Other
 Trade In of Equipment
 Asset Sale – Gain/Loss
 Operating - Conditional Grants
 Capital – Conditional Grants
Total Transportation Services

ENVIRO. & PUBLIC HEALTH SERVICES

Waste & Disposal Fees
 Cemetery Fees
 Trade In of Equipment
 Asset Sale – Gain/Loss
 Other
 Operating - Conditional Grants
 Capital – Conditional Grants
Total Enviro & Public Health Services

PLANNING & DEVELOPMENT SERVICES

Building Inspections
 Development Permits
 Rentals
 Sale of Supplies
 Trade In of Equipment
 Asset Sale – Gain/Loss
 Operating - Conditional Grants
 Capital – Conditional Grants
Total Planning & Development Services

RECREATION & CULTURE SERVICES

Trade In of Equipment
 Asset Sale – Gain/Loss
 Donations
 Operating - Conditional Grants
Total Recreation & Culture Services

	2021 Budget	2021 Actual	2022 Budget
Fees – Policing - Fines	0.00	0.00	0.00
Fees – Fire Charges	0.00	0.00	0.00
Dog Licenses	110.00	130.00	60.00
Trade In of Equipment	0.00	0.00	0.00
Asset Sale – Gain/Loss	0.00	0.00	0.00
Total Protective Services	110.00	130.00	60.00
Custom Work	0.00	0.00	0.00
Sale of Gravel	0.00	0.00	0.00
Other	2,011.50	2,071.50	0.00
Trade In of Equipment	0.00	0.00	0.00
Asset Sale – Gain/Loss	31,093.35	31,366.55	0.00
Operating - Conditional Grants	0.00	0.00	0.00
Capital – Conditional Grants	0.00	0.00	0.00
Total Transportation Services	33,104.85	33,438.05	0.00
Waste & Disposal Fees	10,800.00	10,733.63	10,800.00
Cemetery Fees	1,100.00	1,200.00	500.00
Trade In of Equipment	0.00	0.00	0.00
Asset Sale – Gain/Loss	0.00	0.00	0.00
Other	0.00	2,596.56	0.00
Operating - Conditional Grants	0.00	0.00	0.00
Capital – Conditional Grants	0.00	0.00	0.00
Total Enviro & Public Health Services	11,900.00	14,530.19	11,300.00
Building Inspections	0.00	0.00	0.00
Development Permits	75.00	25.00	250.00
Rentals	0.00	0.00	0.00
Sale of Supplies	0.00	0.00	0.00
Trade In of Equipment	0.00	0.00	0.00
Asset Sale – Gain/Loss	0.00	0.00	0.00
Operating - Conditional Grants	0.00	0.00	0.00
Capital – Conditional Grants	0.00	0.00	0.00
Total Planning & Development Services	75.00	25.00	250.00
Trade In of Equipment	0.00	0.00	0.00
Asset Sale – Gain/Loss	0.00	0.00	0.00
Donations	1,600.00	0.00	0.00
Operating - Conditional Grants	0.00	0.00	0.00
Total Recreation & Culture Services	1,600.00	0.00	0.00

VILLAGE OF MARENGO
STATEMENT OF EXPENDITURES FOR THE YEAR 2022

DETAILS OF EXPENDITURES

GENERAL GOVERNMENT SERVICES

GG - Reeve/Mayor – Meetings & Travel
GG - Council - Meeting & Travel
GG - Council - Committee & Travel
GG - Council – Convention
GG - Council – Benefits
GG - Administrative Salaries
GG - Admin. CPP, EI, Super
GG - Admin. - Dis. Ins., WCB, Etc.
GG - Admin - Cell Phones
GG – Admin. - Training/Travel
GG - Contracted - SAMA Levy/Ass't
GG - Contracted - Legal
GG - Contracted - Audit/Accounting
GG - Contracted - Memberships
GG - Contracted - Advertising
GG - Contracted - Website
GG - Contracted - Property Maint.
GG - Contracted – Insurance/Bond
GG - Contracted - Asset Management
GG - Contracted - Other
GG - Utilities – Power
GG - Utilities – Heat
GG - Utilities – Telephone/Internet
GG - Utilities – Water
GG - Utilities - Garbage & Recycling
GG - Utilities - Other
GG - Maint – Janitor
GG - Maint – Repairs
GG - Maint - Stationery/Supplies
GG - Maint. -Software
GG - Maint - Postage
GG - Maint - Copier/Computer/Other
GG - Maint. - Other
GG - Grants/Donations/Contributions
GG – Amortization Expense
GG – Loss on Disposal of Assets
GG - Interest & Bank Charges
GG – Tax Collect/Enforcement Costs
GG – Other (Xmas/Elections)
GG - Purchase of Capital Assets
GG – Allow. for Uncollectibles/TTP Loss
Total General Government Services

	2021 Budget	2021 Actual	2022 Budget
	990.00	990.00	990.00
	1,760.00	1,680.00	1,600.00
	0.00	0.00	0.00
	0.00	0.00	0.00
	300.00	106.24	135.00
	14,627.40	13,714.02	15,822.00
	1,738.17	1,999.69	2,100.00
	1,162.03	1,250.17	1,140.00
	115.20	105.60	108.00
	198.00	10.50	240.00
	1,616.00	1,616.00	1,718.00
	200.00	139.44	200.00
	3,710.00	3,580.52	3,551.79
	90.00	88.62	90.72
	200.00	114.00	1,500.00
	1,000.00	1,059.99	76.99
	90.00	1,320.42	168.00
	6,690.00	6,636.63	7,522.78
	29,620.00	8,886.00	20,734.00
	3.00	0.00	0.00
	174.00	147.51	174.00
	120.00	104.21	120.00
	216.00	254.47	222.00
	48.96	39.96	48.96
	18.00	27.00	18.72
	0.00	0.00	0.00
	367.50	367.45	374.52
	15.00	36.89	36.00
	480.00	403.22	300.00
	750.90	691.78	756.00
	282.00	411.93	494.00
	240.00	120.31	390.00
	0.00	120.92	0.00
	250.00	250.00	275.00
	205.00	204.79	571.00
	0.00	0.00	0.00
	900.00	1,679.66	1,100.00
	0.00	0.00	200.00
	1,000.00	0.00	2,000.00
	7,200.00	0.00	3,000.00
	0.00	0.00	0.00
	76,377.16	48,157.94	67,777.48

DETAILS OF EXPENDITURES

ENVIRON. & PUBLIC HEALTH SERVICES

	2021 Budget	2021 Actual	2022 Budget
EH - Contracted - Waste Disposal	12,300.00	10,805.35	12,000.00
EH - Contracted - Pest Control	200.00	0.00	200.00
EH - Contracted - Weed Control	0.00	0.00	0.00
EH - Contracted - ERP	0.00	0.00	0.00
EH - Maint/Supplies - Pest Control	0.00	0.00	0.00
EH - Maint/Supplies - Weed Control	0.00	0.00	0.00
EH - Maint/Supplies - Other	300.00	111.66	0.00
EH - Grants	500.00	500.00	500.00
Total Environment & Public Health Services	13,300.00	11,417.01	12,700.00

PLANNING & DEVELOPMENT SERVICES

P&D - Contracted - Maps	0.00	0.00	0.00
P&D - Contracted - WCER	0.00	0.00	0.00
P&D - Contracted - Other	60.00	60.00	60.00
Total Planning & Development Services	60.00	60.00	60.00

RECREATION & CULTURE SERVICES

R&C - Contracted - Membership	0.00	0.00	0.00
R&C - Contracted - Library - Regional	515.90	515.23	522.60
R&C - Contracted - Library - Local	0.00	0.00	0.00
R&C - Utilities - Power	1,800.00	797.80	1,800.00
R&C - Maint. - Repairs	1,500.00	1,243.59	1,500.00
R&C - Maint. - Other	0.00	0.00	0.00
R&C - Grants - Operating	875.00	875.00	800.00
R&C - Grants - Capital	0.00	0.00	0.00
Total Recreation & Culture Services	4,690.90	3,431.62	4,622.60

UTILITY SERVICES

Water - Contracted Water Samples	2,700.00	3,001.52	3,200.00
Water - Contracted WTP Gord	10,000.00	8,395.00	11,000.00
Water - Contracted Certified Oper	1,200.00	1,200.00	1,200.00
Water - Contracted Mileage	10,000.00	6,010.00	6,500.00
Water - Contracted Service	1,600.00	1,613.08	2,000.00
Water - Engineering	30,000.00	0.00	40,000.00
Water - Utility - Power/Heat - Pump House	7,000.00	5,447.40	7,500.00
Water - Utility - Power/Heat - Comm Well	2,000.00	1,672.80	2,000.00
Water - Utility - Internet	0.00	0.00	500.00
Water - Maint. - Repair - WTP	500.00	307.03	7,500.00
Water - Maint. - Repair - Comm Well	3,000.00	0.00	0.00
Water - Maint. - Chemicals	1,700.00	1,940.52	2,300.00
Water - Maint. - Other	250.00	1,828.38	7,000.00
Water - Amortization Expense	1,595.00	1,595.49	1,595.49
Water - Loss on Disposal of Assets	0.00	0.00	0.00
Water - Purchase of Capital Assets	10,000.00	0.00	23,000.00

DETAILS OF EXPENDITURES

Sewer – Contracted Services
Sewer – Contracted Backhoe
Sewer - Maint. - Chemicals
Sewer – Amortization Expense
Sewer – Loss on Disposal of Assets
Sewer - Other
Sewer - Purchase of Capital Assets
Total Utility Services

TRANSFERS

Transfers to Reserves
Transfers to Surplus
Transfers to Allowances
Total Transfers

TOTAL EXPENDITURES

	2021 Budget	2021 Actual	2022 Budget
Sewer – Contracted Services	10,000.00	4,341.76	4,500.00
Sewer – Contracted Backhoe	0.00	0.00	0.00
Sewer - Maint. - Chemicals	0.00	-100.00	0.00
Sewer – Amortization Expense	9,718.00	9,717.82	9,899.00
Sewer – Loss on Disposal of Assets	0.00	0.00	0.00
Sewer - Other	0.00	50.02	0.00
Sewer - Purchase of Capital Assets	0.00	0.00	0.00
Total Utility Services	101,263.00	47,020.82	129,694.49
Transfers to Reserves	10,000.00	10,000.00	0.00
Transfers to Surplus	0.00	0.00	0.00
Transfers to Allowances	0.00	0.00	0.00
Total Transfers	10,000.00	10,000.00	0.00
TOTAL EXPENDITURES	368,806.77	141,943.81	277,493.38

Village of Marengo
List of Accounts for Approval
Batch: 2022-00024 to 2022-00027

Bank Code - Bank 1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
3809	2022-05-31	Holland Brock				
		May 2022		Monthly Wages	710.30	710.30
3810	2022-05-31	Loken, Cory				
		WTP Rlf 2022-05		Contracted Relief WTP Operator	240.00	240.00
3811	2022-05-31	RM of Antelope Park No 322				
		2022-00018		Joint Admin Payroll Costs -May	1,322.42	1,322.42
3812	2022-05-31	SGL				
		633JUV 2022		2015 PJ Trailer Utility	114.68	114.68
3813	2022-06-10	102053541 Saskatchewan Ltd.				
		WTP 2022-05		Contracted WTP Operator	1,424.85	1,424.85
3814	2022-06-10	Kindersley Co-op				
		336176-01		Cardlock Fuel May 2022	123.66	123.66
3815	2022-06-10	Loraas Environmental Services				
		0000458241-01		Waste&Recycling Services	1,020.44	1,020.44
3816	2022-06-28	B & T Mears Enterprises Inc.				
		762		Zero-turn Tire Repair	22.20	22.20
3817	2022-06-28	It Happens Septic Services				
		21108		Actizyme	1,065.60	1,065.60
3818	2022-06-28	JDK Contracting Ltd.				
		JDK5111		Supply Potable Water - 30m3	950.00	
		JDK5076		Supply Potable Water	475.00	1,425.00
3819	2022-06-28	Kindersley Glass 2010 Ltd.				
		27615		WTP Eavestroughing	1,266.51	1,266.51
3820	2022-06-28	Minister of Finance				
		RP-2022-623		Municipal Policing Service	3,929.40	3,929.40
3821	2022-06-28	Saskatchewan Health Authority				
		3408185		Marengo Water Sample	23.00	
		1154875		Marengo Water Sample	11.50	34.50
3822	2022-06-28	Tarnes Electric Ltd.				
		IN00066183		WTP Pump Repairs	683.80	683.80
3823	2022-06-28	Village of Marengo PO				
		440		Postage - Mailout	15.53	
		June 7, 2022		Postage - Water Sample	24.45	
		May 30, 2022		Postage	11.14	51.12
3824	2022-06-28	McKillop, Travis				
		Mtg IND 2022-06		Mayor Indemnity	90.00	90.00
3825	2022-06-28	Clow, Travis				
		Mtg IND 2022-06		Councillor Indemnity	80.00	80.00
Total Computer Cheque:						13,604.48
Total Bank 1:						13,604.48

TM
RB

Date Printed
2022-06-27 1:56 PM

Village of Marengo
List of Accounts for Approval
Batch: 2022-00024 to 2022-00027

Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice #	Invoice Amount	Payment Amount
990036	2022-06-01	Synergy CU - Loan	Principal & Interest Payment	Princ&Int 22-06	2,220.57	2,220.57
990037	2022-06-02	Minister of Finance	EPT Remittance - Montly	EPTRemit2022-05	210.56	210.56
990038	2022-06-07	SaskTel	Water Treatment Plant Internet	WTP 2022-05	40.30	40.30
990039	2022-06-14	SaskPower	Marengo Rink & Shack	Rink 2022-05	87.60	87.60
990040	2022-06-14	SaskPower	Village Well	Well 2022-05	149.19	149.19
990041	2022-06-14	SaskPower	Marengo Pump House	MPH 2022-05	388.03	388.03
990042	2022-06-14	SaskPower	Marengo Street Lights	MSL 2022-05	527.13	527.13
					Total Computer Cheque:	<u>3,623.38</u>

Total EFT: 3,623.38
Grand Total: 17,227.86

TM
RB