

## VILLAGE OF MARENGO

Minutes of the regular meeting of the council of the Village of Marengo held on Thursday February 22<sup>nd</sup>, 2024 in the municipal council chambers located at 20 1<sup>st</sup> Avenue North in Marengo, Saskatchewan.

### CALL TO ORDER

Mayor Travis McKillop called the meeting to order at 7:02 p.m. with the following council members in attendance:

Travis Clow

Council member Fontana Bayha was absent.

The following staff members were in attendance:

Assistant Administrator Candace Rea

Assistant Lisa Ensor

### AGENDA

**2024-023**

**TRAVIS MCKILLOP** – That the agenda be used as a guideline for this meeting and that we approve the following changes to the agenda:

*Agenda Additions:*

Purchase of Truck

*Agenda Deletions:*

Authorization of Corporate Visa

**CARRIED  
UNANIMOUSLY**

### MINUTES

**2024-024**

**TRAVIS CLOW** – That the minutes from the regular meeting of council held on January 23, 2024 be approved as circulated.

**CARRIED**

### REPORTS

**2024-025**

**TRAVIS MCKILLOP** – That the following board reports be acknowledged as received and be filed:

West Central Municipal Government Committee (WCMGC)

Water Security Agency Inspection-WTP February 1, 2024

Joint Administration Board Meeting – January 30, 2024

**CARRIED**

### MARENGO WATER REPORTS

**2024-026**

**TRAVIS CLOW** – That the January 2024 Marengo Waterworks Reports presented by the Administrator be acknowledged as received and filed.

**CARRIED**



**FINANCIAL REPORTS**

**2024-027 TRAVIS MCKILLOP** – That the statement of financial activities and the bank reconciliations for January 2024 be approved as presented.  
**CARRIED**

**CORRESPONDENCE**

**2024-028 TAVIS CLOW** – 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>
23-Jan-2024	1.52	2.18	0.21 (Regular)
06-Feb-2024	0.44	1.20	0.30 (Regular)

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

20-Dec-2023 Water (Treated) Manganese 0.01 mg/L Sask guidelines <0.05 mg/L

SaskTel  
Letter-January 17, 2024

Ministry of Government Relations  
February 2024 Municipalities Today

Saskatchewan Urban Municipalities Association  
Municipal Update - February 12, 2024

**CARRIED**

**GREAT PLAINS COLLEGE – SCHOLARSHIP FUND**

**2024-029 TRAVIS MCKILLOP** – That we contribute \$200.00 in 2024, 2025 and 2026 to the Great Plains College Municipal Scholarship Fund.  
**CARRIED**

**SASKATCHEWAN WORKERS COMPENSATION - 2024 COVERAGE FOR COUNCIL**

**2024-030 TRAVIS CLOW** – That the municipal council for the Village of Marengo be insured through Saskatchewan Workers Compensation at the minimum rate of \$40,382.00.

**CARRIED**

**SASKATCHEWAN PUBLIC ALERTING PROGRAM**

**2024-031 TRAVIS MCKILLOP** – That we designate Lisa Ensor and Candace Rea as the individuals specified to be allowed access to the Saskatchewan Public Alerting Program for the Village of Marengo jurisdiction.

**CARRIED**

**HOUSEHOLD GARBAGE COLLECTION AND RECYCLING RATES**

**2024-032 TRAVIS CLOW** – That we table the discussion to the next regular meeting of council.

**CARRIED**

**MUNICIPAL FIRE PROTECTION AGREEMENT – RM OF KINDERSLEY NO. 290**

**2024-033 TRAVIS MCKILLOP** – That we agree to sign the Municipal Fire Protection Agreement with the Rural Municipality of Kindersley No. 290.

**CARRIED**

**MENTOR FOR ACTING ADMINISTRATOR**

**2024-034 TRAVIS CLOW** – That we hire Charlotte Helfrich to mentor Lisa Ensor for the purpose of acquiring her Rural Class "C" and Standard Certificate.

**CARRIED**

**HIRING OF ADMINISTRATOR**

**2024-035 TRAVIS MCKILLOP** – That we acknowledge the hiring of Lisa Ensor effective March 1<sup>st</sup>, 2024 for the position of Administrator in an acting capacity for the RM of Milton No. 292, the RM of Antelope Park No. 322, and the Village of Marengo upon acceptance of the offer of employment letter and the following terms:  
\$72,500 salary per year;  
Four weeks holidays (20 working days);  
A probationary period of 13 weeks from start date.

**CARRIED**

**APPOINTMENT OF ACTING ADMINISTRATOR**

**2024-036 TRAVIS CLOW** – That we appoint Lisa Ensor as Acting Administrator effective March 1<sup>st</sup>, 2024.

**CARRIED**

**OFFICE ASSISTANT POSITION**

**2024-037 TRAVIS MCKILLOP** – That we agree to advertise for a full-time office assistant until February 20, 2024, up to 1 application to be accepted and wage to be negotiated, and that the Joint Administration Board conduct the interviews for the assistant position, and that we agree that the Board will be making a decision on the assistant position for all three municipalities.

**CARRIED**

**SIGNING AUTHORITIES**

**2024-038 TRAVIS MCKILLOP** – That we add Lisa Ensor as a signing authority for all Synergy Credit Union accounts and other instruments, including online banking effective March 1<sup>st</sup>, 2024.

**CARRIED**

**SIGNING AUTHORITIES-VILLAGE OF MARENGO POST OFFICE**

**2024-039 TRAVIS CLOW** – That we add Lisa Ensor as a signing authority for all Royal Bank accounts and other instruments, including online banking effective March 1<sup>st</sup>, 2024.

**CARRIED**

**AMEND RESOLUTION 2023-223 - APPOINTMENTS**

**2024-040 TRAVIS CLOW** – Amend resolution 2023-223 by removing Robin Busby as of January 31, 2024 and adding Lisa Ensor effective March 1, 2024, with the exception of EMO Coordinator by removing Robin Busby effective January 31, 2024 and adding Candace Rea effective March 1, 2024.

**CARRIED**

**APPOINTMENT OF BYLAW ENFORCEMENT OFFICER AND PEACE OFFICER – LISA ENSOR**

**2024-041 TRAVIS MCKILLOP** – That the Council of the Village of Marengo appoints Lisa Ensor as a Bylaw Officer within the Village of Marengo pursuant to section 373 of *The Municipalities Act* for the purposes of bylaw enforcement and shall be considered a Peace Officer for the purposes of bylaw enforcement under *The Summary Offences Procedures Act, 1990* appointment term to be from March 1, 2024 to December 31, 2024.

**CARRIED**

**TRUCK PURCHASE**

**2024-042 TRAVIS CLOW** – That we allow Travis McKillop to negotiate and purchase a used passenger truck at a maximum purchase price \$15,000.00 plus taxes.

**CARRIED**

**ACCOUNTS**

**2024-043 TRAVIS MCKILLOP** – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 5081 to 5102 in the amount of \$10,365.58 and EFT cheque numbers 990176 to 990181 in the amount of \$2,301.14 be approved for payment.

**CARRIED**


*TM*  
*W*

**ADJOURN**

**2024-044 TRAVIS CLOW** – That this meeting now adjourn at 7:50 p.m.

**CARRIED**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

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**Tuesday March 26<sup>th</sup>, 2024 at 7:00 p.m. – Next regular meeting of council**

**Village of Marengo**  
**List of Accounts for Approval**  
Batch: 2024-00007 to 2024-00007

Bank Code - Bank 1 - Main Demand

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
5081	2024-02-22	102053541 Saskatchewan Ltd.				
		WTP 2024-01		Contracted WTP Operator	1,077.83	1,077.83
5082	2024-02-22	Aquifer, Group of Companies				
		S100395525.001		Water Tank	2,068.88	2,068.88
5083	2024-02-22	Bea Bank Beef 4H Club				
		Donation 2024		Donation	100.00	100.00
5084	2024-02-22	Enviroway Detergent Man Inc				
		CN010111		Chemical Pail Deposit Refund	-47.25	
		IN073778		WTP Chemicals	156.45	109.20
5085	2024-02-22	John Deere Financial Inc.				
		3118042		Filter for Skid Steer	119.91	119.91
5086	2024-02-22	Kee Sheet Metal (2016) Ltd.				
		29176		Water Heater Elements	268.07	268.07
5087	2024-02-22	Kindersley Bearing (2008) Ltd.				
		001-070210		Mower Maintenance	139.81	139.81
5088	2024-02-22	Kindersley Co-op				
		9732		Rink Repair Supplies	36.62	
		9722		Supplies for Rink Repairs	65.45	
		1701-01		Rink Repair Returns	-69.91	32.16
5089	2024-02-22	Kindersley Dist Music Festival				
		Donation 2024		Donation	100.00	100.00
5090	2024-02-22	Loken, Cory				
		WTP Rif 2024-01		Contracted Relief WTP Operator	300.00	300.00
5091	2024-02-22	Loraas Disposal North Ltd.				
		0000555106		Waste & Recycling Services	1,085.90	1,085.90
5092	2024-02-22	Marengo Community Club				
		Donation 2024		Donation	500.00	500.00
5093	2024-02-22	Royal Canadian Legion				
		Donation 2024		Donation	100.00	100.00
5094	2024-02-22	RM of Antelope Park No 322				
		2023-00046-01	Accrual	4th Qtr Admin Cells & SGI Refund	-11.90	
		2024-00005		Joint Admin Payroll Costs - Jan	1,680.64	1,668.74
5095	2024-02-22	SAMA				
		2024361		Municipal Invoice 2024	1,722.00	1,722.00
5096	2024-02-22	SARM				
		STARS 2024		STARS Donation	500.00	500.00
5097	2024-02-22	Saskatchewan Health Authority				
		3461055		Marengo Water Sample	23.00	
		1181299		Marengo Water Sample	11.50	
		1181476		Marengo Water Sample	11.50	
		3462027		Marengo Water Sample	23.00	69.00
5098	2024-02-22	Village of Marengo PO				
		588		Postage	11.64	
		590		Postage	17.77	
		589		Postage	24.73	
		593		Postage	16.10	
		596		Postage	11.68	81.92
5099	2024-02-22	Westcliffe Composite School				
		Awards 2024		School Awards Donation	75.00	75.00

*Tru*  
*JW*

**Village of Marengo**  
**List of Accounts for Approval**  
Batch: 2024-00007 to 2024-00007

**COMPUTER CHEQUE**

<b>Payment #</b>	<b>Date</b>	<b>Vendor Name</b>	<b>Reference</b>	<b>Invoice Amount</b>	<b>Payment Amount</b>
5100	2024-02-22	McKillop, Travis Mtg IND2024-02	Mayor Indemnity	95.00	95.00
5101	2024-02-22	Clow, Travis MtgIND 2024-02	Councillor Indemnity	76.08	76.08
5102	2024-02-22	Bayha, Fontana Issued German, Fontana MtgIND 2024-02	Councillor Indemnity	76.08	76.08
				Total Computer Cheque:	<u>10,365.58</u>
				Total Bank 1:	<u>10,365.58</u>

Village of Marengo  
List of Accounts for Approval  
Batch: 2024-00007 to 2024-00007

Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
990176	2024-02-06	SaskTel WTP2024-01	Water Treatment Plant Internet	40.52	40.52
990177	2024-02-08	Minister of Finance EPTRemit2024-01	EPT Remittance - Montly	466.84	466.84
990178	2024-02-08	Receiver General Remit 2024-01	Source Deductions Remittance	67.98	67.98
990179	2024-02-14	SaskPower Well 2024-01	Village Well	171.25	171.25
990180	2024-02-14	SaskPower MSL 2024-01	Marengo Street Lights	554.27	554.27
990181	2024-02-14	SaskPower MPH 2024-01	Marengo Pump House	1,000.28	1,000.28
				Total Computer Cheque:	<u>2,301.14</u>

Total EFT: 2,301.14  
Grand Total: 12,666.72