

JOINT ADMINISTRATION

2024-004 **FONTANA BAYHA** – That the following salary increases and purchases for the municipal office, and other items, be approved effective January 1st, 2024:

Increase Lisa Ensor's wage from \$24.00 per hour to \$25.10 per hour;
Increase Trina Mears' wage from \$27.90 per hour to \$29.15 per hour;
Increase Candace Rea's salary from \$60,800 per year to \$63,536 per year;
Increase Tracy Clow's janitorial contract from \$6,300 per year to \$6,420 per year;
Replace the vanities, sinks and taps in the men's and women's washrooms for an estimated cost of \$3,000;
Purchase a Watchguard Firebox T25-W router from MuniSoft at an estimated cost \$1,174 plus applicable taxes;
Subscribe to the Premium IT services package provided by MuniSoft for the 4 office computers and the boardroom laptop at a cost of \$229.00 per month;
Pay for the Notary Public applications for Candace Rea and Lisa Ensor at a cost of \$200.00 per application;
Lisa Ensor's position be changed from Front Clerk to Assistant effective December 18, 2023;
That Lisa Ensor be reimbursed for the Local Government Administration courses she will take while employed by the municipalities and that reimbursement include tuition and required books for the courses;
That the office hours for the Marengo Municipal Office be set as Monday to Friday 8:00 a.m. to 4:00 p.m.;
Administration mileage rate for 2024 be set at \$0.75 per kilometer for any municipal business travel;
And that we acknowledge that the RM of Antelope Park No. 322 will pay 35.5% for all wages, salaries, benefits, administration convention and travel costs, office utilities, telephone, postage, stationery, miscellaneous office costs and office equipment costs:
And that we acknowledge that the RM of Antelope Park No. 322 will pay the 47% for building maintenance, building expenses, municipal building capital purchase and municipal software: And that we acknowledge that the Village of Marengo will pay 6% for all administration costs as per the Joint Administration Agreement.

CARRIED

ADMINISTRATOR'S REPORT

2024-005 **TRAVIS CLOW** – That the Administrator's report dated January 23rd, 2024 be acknowledged as received and filed.

CARRIED

TM

FINANCIAL REPORTS

2024-006 **FONTANA BAYHA** – That the statements of income and expense for December 2023 be approved as presented.

CARRIED

CORRESPONDENCE

2024-007 **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>
12-Dec-2023	1.02	1.76	0.14 (Regular)
20-Dec-2023	0.87	1.48	0.15 (Regular)
09-Jan-2024	0.69	0.97	0.25 (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

Ministry of Government Relations

December 2023 Municipalities Today

January 2024 Municipalities Today

Saskatchewan Urban Municipalities Association

Municipal Update - January 15, 2024

Saskatchewan Assessment Management Agency

2024 Annual General Meeting

Royal Canadian Mounted Police (RCMP) – Kindersley Detachment

3rd Quarter Policing Report

CARRIED

WASTE COLLECTION FEES

2024-008 **FONTANA BAYHA** – That we table further discussion regarding the waste collection fees in Marengo until the February meeting of council.

CARRIED

FEDERATION OF CANADIAN MUNICIPALITIES MEMBERSHIP

2024-009 **TRAVIS CLOW** – That we acknowledge the receipt of the correspondence and invoice from the Federation of Canadian Municipalities regarding the municipality becoming a member and that we decline the request to purchase a membership.

CARRIED

FIDELITY BOND

2024-010

FONTANA BAYHA – That the administration fidelity bond, issued by SGI Insurance and renewed annually, be noted in the minutes as having been examined at the first meeting of 2024.

CARRIED

BUILDING OFFICIAL APPOINTMENT

2024-011

TRAVIS CLOW – That we appoint the following building officials for the municipality for 2024:

Inspector Name	Class	License #
Ryan Shepherd	BOL-3	BOL360
Chris Gates	BOL-3	BOL105
Karly Heatcoat	BOL-3	BOL421
Raymond Humenny	BOL-2R	BOL635
Ben McLeod	BOL-2R	BOL805
Jerry Wintonyk	BOL-1	BOL142
Dale Wagner	BOL-3R	BOL379
Dan Knutson	BOL-3	BOL112
Reg Churko	BOL-2	BOL256
Virginia Shepley	BOL-3	BOL517
Janelle Cox	BOL-1	BOL696
Terry Rolleston	BOL-1	BOL089
Kim Pedersen	BOL-2R	BOL511
Dwayne Williams	BOL-2	BOL122
Norbert Leblanc	BOL-1	BOL774

CARRIED

2024 DONATIONS

2024-012

FONTANA BAYHA – That the following donations be approved for 2024:

Westcliffe Composite School Awards	\$ 75.00
Kindersley and District Music Festival	\$100.00
Bea Bank Beef 4H Club	\$100.00
Royal Canadian Legion Flaxcombe Branch	\$100.00
Marengo Community Club	\$500.00
STARS	\$500.00

CARRIED

SASK LOTTERIES - COMMUNITY GRANT PROGRAM - 2024 APPLICATION

2024-013

TRAVIS CLOW – That we apply to Saskatchewan Lotteries for the Saskatchewan Lotteries Community Grant Program for 2025 in the amount of \$10.95 per capita.

CARRIED

Handwritten initials: TM

CONNECT MASS NOTIFICATION SYSTEM

2024-014 **FONTANA BAYHA** – That we agree to continue to use Catalis for the village's mass notification services at the following rates noting that the costs of the services be split according to the Joint Administration Agreement:
Year 1: \$4,234
Year 2: \$4,488
Year 3: \$4,757
Year 4: \$5,042

CARRIED

RESIGNATION OF INCOMING ADMINISTRATOR

2024-015 **TRAVIS CLOW** – That we acknowledge the resignation of incoming Administrator Christiaan Rudolf Liebenberg effective January 19th, 2024.

CARRIED

IN-CAMERA

2024-016 **FONTANA BAYHA** – That we enter an in-camera session at 7:23 p.m. to discuss confidential human resource matters pursuant to Section 120 subsection 2(a) of *The Municipalities Act*.

CARRIED

OUT OF CAMERA

2024-017 **TRAVIS CLOW** – That we conclude the in-camera session at 7:36 p.m. and that the regular meeting of council resume.

CARRIED

SIGNING AUTHORITIES

2024-018 **FONTANA BAYHA** – That we remove Robin Busby as a signing authority for all Synergy Credit Union accounts, and other instruments, including online banking effective January 31, 2024, and add Assistant Administrator Candace Rea as a signing authority for all Synergy accounts, and other instruments, including online banking access effective February 1, 2024.

CARRIED

SIGNING AUTHORITIES-VILLAGE OF MARENGO POST OFFICE

2024-019 **TRAVIS CLOW** – That we remove Robin Busby as a signing authority for the Village of Marengo PO Royal Bank account and other instruments, including online banking, effective January 31, 2024, and add Assistant Administrator Candace Rea as a signing authority for the Village of Marengo PO Royal Bank account and other instruments, including online banking effective February 1, 2024.

CARRIED

MUNISOFT TRAINING

2024-020 **FONTANA BAYHA** – That we authorize the training of the incoming Administrator on the MuniSoft modules to be conducted by MuniSoft at a quoted cost of \$1,732.50 plus applicable taxes, and that this cost be shared as per the Joint Administration Agreement.

CARRIED

ACCOUNTS

2024-021 **FONTANA BAYHA** – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 5060 to 5080 in the amount of \$7,209.99 and EFT cheque numbers 990164 to 990175 in the amount of \$14,253.50 be approved for payment.

CARRIED

ADJOURN

2024-022 **TRAVIS CLOW** – That this meeting now adjourn at 7:59 p.m.

CARRIED



Mayor

Administrator

Tuesday February 27th, 2024 at 7:00 p.m. – Next regular meeting of council

Village of Marengo
List of Accounts for Approval
Batch: 2023-00071 to 2024-00002

Bank Code - Bank 1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
5060	2023-12-31	102053541 Saskatchewan Ltd.				
		WTP 2023-12		Contracted WTP Operator	952.35	952.35
5061	2023-12-31	Loken, Cory				
		WTP Rif 2023-12		Contracted Relief WTP Operator	240.00	240.00
5062	2023-12-31	RM of Antelope Park No 322				
		2023-00056		Joint Admin Payroll Costs - Dec	1,456.15	1,456.15
5063	2023-12-31	Village of Marengo PO				
		575		Postage	16.62	16.62
5064	2024-01-19	VOID - Cheque Confirmation				
5065	2024-01-23	Eatonia Oasis Living				
		DonationGRadies		Memorial Donation - G Radies	50.00	50.00
5066	2024-01-23	Enviroway Detergent Man Inc				
		IN072706		WTP Chemicals	266.70	266.70
5067	2024-01-23	Kindersley Co-op				
		1701		Light Bulbs for Rink	39.94	39.94
5068	2024-01-23	Loraas Disposal North Ltd.				
		0000554576		Waste & Recycling Services	1,030.46	1,030.46
5069	2024-01-23	Minister of Finance				
		FD2024420		Dispatching Services	157.50	157.50
5070	2024-01-23	Olson, Derrick				
		299777		Rink Water Heater Element	66.58	66.58
5071	2024-01-23	RM of Milton No 292				
		2023-00098	Accrual	Oct - Dec 2023 Joint Expenses	618.19	618.19
5072	2024-01-23	Saskatchewan Health Authority				
		3450067		Marengo Water Sample	23.00	
		3450831		Marengo Water Sample	23.00	
		1180307		Marengo Water Sample	11.50	
		3451870		Marengo Water Sample	23.00	80.50
5073	2024-01-23	SUMA				
		INV-000102430		SUMA Membership	694.58	694.58
5074	2024-01-23	Village of Marengo PO				
		580		Postage	4.16	
		583		Postage	16.48	
		585		Gift Card Purchase	191.90	212.54
5075	2024-01-23	W.C.M.G.C.				
		89-2024		Membership 2024	33.75	33.75
5076	2024-01-23	Westcliffe Composite School				
		2023-24SKLotter		2023-2024SaskLotteriesComGran	209.66	209.66
5077	2024-01-23	Wheatland Regional Library				
		5096		Library Levy	300.00	300.00
5078	2024-01-23	McKillop, Travis				
		MtgIND 2024-01		Mayor Indemnity & PW Hours	567.55	567.55
5079	2024-01-23	Clow, Travis				
		MtgIND 2024-01		Councillor Indemnity	76.08	76.08
5080	2024-01-23	Bayha, Fontana				
		Issued German, Fontana				
		MtgIND 2024-01		Councillor Indemnity	140.84	140.84
Total Computer Cheque:						<u>7,209.99</u>



Village of Marengo
List of Accounts for Approval
Batch: 2023-00071 to 2024-00002

Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
990164	2023-12-14	SaskPower	Well 2023-11	Village Well	134.10	134.10
990165	2023-12-14	SaskPower	Rink 2023-11	Marengo Rink & Shack	146.30	146.30
990166	2023-12-14	SaskPower	MSL 2023-11	Marengo Street Lights	553.94	553.94
990167	2023-12-14	SaskPower	MPH 2023-11	Marengo Pump House	694.02	694.02
990168	2024-01-08	SaskTel	WTP2023-12	Water Treatment Plant Internet	40.52	40.52
990169	2024-01-09	Minister of Finance	EPTRemit2023-12	EPT Remittance - Montly	10,558.41	10,558.41
990170	2024-01-09	Receiver General	Remit 2023-12	Source Deductions Remittance	16.80	16.80
990171	2024-01-10	Minister of Finance	Jan-Dec 2023	Accrual PST on Sales & Purchases	12.90	12.90
990172	2024-01-15	SaskPower	Well 2023-12	Village Well	133.94	133.94
990173	2024-01-15	SaskPower	Rink 2023-12	Marengo Rink & Shack	430.64	430.64
990174	2024-01-15	SaskPower	MSL 2023-12	Marengo Street Lights	553.94	553.94
990175	2024-01-15	SaskPower	MPH 2023-12	Marengo Pump House	977.99	977.99
Total Computer Cheque:						<u>14,253.50</u>
Total EFT:						<u>14,253.50</u>
Grand Total:						<u><u>21,463.49</u></u>