

VILLAGE OF MARENGO

Minutes of the regular meeting of the council of the Village of Marengo held on Wednesday, November 26, 2025 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 6:59 p.m. with the following council members in attendance:

Travis Clow
Fontana German

The following staff members were in attendance:
Administrator Lisa Ensor

6:59 pm – Wonona Makranoff entered the boardroom to provide an update on her position of EMO Coordinator.

7:15 pm – Wonona Makranoff left the boardroom and did not return.

AGENDA

2025-158

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:

Completion of Public Disclosure Statements Annual Declaration
Joint Administration Agreement

CARRIED UNANIMOUSLY

MINUTES

2025-159

FONTANA GERMAN – That the minutes from the regular meeting of council held on October 22, 2025 be approved as circulated.

CARRIED

REPORTS

2025-160

TRAVIS CLOW – That the following reports be acknowledged as received and filed:

West Central Municipal Government Committee (WCMGC)
Wheatland Regional Library
Marengo Rink Committee
Prairie Winds Planning District

CARRIED

WATERWORKS REPORT

2025-161 TRAVIS MCKILLOP – That the October 2025 Marengo Waterworks Report presented by the Administrator be acknowledged as received and filed.

CARRIED

FINANCIAL REPORTS

2025-162 TRAVIS CLOW – That the statement of financial activities and the bank reconciliations for October 2025 be approved as presented.

CARRIED

ADMINISTRATOR'S HOURS

2025-163 FONTANA GERMAN – That we acknowledge the Administrator's hours for October 2025 and that we file for future reference.

CARRIED

CORRESPONDENCE

2025-164 TRAVIS CLOW – That we acknowledge receipt of the following correspondence and file for future reference:

SHA Analytical

Date	Free Chlorine	Total Chlorine	Turbidity
14-Oct-2025	0.08	0.66	0.14 (Regular)
14-Oct-2025	0.03	0.55	0.19 (PDWA)
14-Oct-2025	0.03	0.55	0.19 (PDWA)
15-Oct-2025	0.25	0.78	0.22 (PDWA)
15-Oct-2025	0.31	0.84	0.21 (PDWA)
20-Oct-2025	1.09	1.60	0.42 (Regular)
27-Oct-2025	0.91	1.58	0.20 (Regular)

(acceptable results: Free Chlorine >.1, Total Chlorine >.5, Turbidity never to exceed 1.0)

14-Oct-2025 <0.01 Manganese acceptable results: <0.05 mg/l

27-Oct-2025 84.6 ug/l Trihalomethane acceptable results: <100 ug/l

Saskatchewan Association of Rural Municipalities (SARM)

Rural Dart – October 7, 2025

Rural Dart – October 14, 2025

Rural Dart – October 21 2025

Rural Sheaf – October 2025

News October 16, 2025

News October 29, 2025

Letter to Council – SEEDS for Elected Officials

Saskatchewan Ministry of Government Relations
Municipalities Today October 2025

Northwest Municipalities Association (NWMA)
Annual Survey

CARRIED

JOINT ADMINISTRATION AGREEMENT

2025-165 **FONTANA GERMAN** – That we ratify the Joint Administration Agreement attached hereto and forming part of these minutes and append it to bylaw 3/2009.

CARRIED

PURCHASE SHIPPING CONTAINER

2025-166 **TRAVIS CLOW** – That we purchase a shipping container for storage from Martin Grudecki Welding at the quoted price of \$5,500.00 plus taxes.

CARRIED

WATER AND SEWER LINE REPAIR POLICY

2025-167 **FONTANA GERMAN** – That the water and sewer line repair policy attached hereto and forming part of these minutes be approved by council.

CARRIED

CANADA SUMMER JOBS GRANT

2025-168 **FONTANA GERMAN** – That we instruct the Administrator to apply for the Summer Student Jobs Grant for the summer maintenance position.

CARRIED

2026 BOARD OF REVISION

2025-169 **TRAVIS CLOW** – That pursuant to Subsection 220(1) of *The Municipalities Act*, the VILLAGE OF MARENGO appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in the Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.
The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

CARRIED

2026 BOARD OF REVISION – SECRETARY

2025-170 **FONTANA GERMAN** – That pursuant to Subsection 221(1) of *The Municipalities Act*, the VILLAGE OF MARENGO appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in the Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

2026 DEVELOPMENT APPEALS BOARD

2025-171 **TRAVIS MCKILLOP** – That pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, the VILLAGE OF MARENGO appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in the Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh
The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

CARRIED

2026 DEVELOPMENT APPEALS BOARD – SECRETARY

2025-172 **FONTANA GERMAN** – That pursuant to Clause 216(3)(a) of *The Planning and Development Act, 2007*, the VILLAGE OF MARENGO appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in the Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

2026 MUNICIPAL BOARD OF APPEAL

- 2025-173** **TRAVIS CLOW** – That pursuant to Clause 365(1)(a) of *The Municipalities Act*, the VILLAGE OF MARENGO appoints Western Municipal Consulting Ltd. to manage the Municipal Board of Appeal process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in the Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Municipal Board of Appeal: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.
- The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

CARRIED

2026 MUNICIPAL BOARD OF APPEAL – SECRETARY

- 2025-174** **TRAVIS MCKILLOP** – That the VILLAGE OF MARENGO appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Municipal Board of Appeal for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in the Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

CHBB ENGAGEMENT LETTER

- 2025-175** **TRAVIS CLOW** – That we instruct the Mayor and the Administrator to sign the engagement letter for the CHBB Chartered Professional Accountants to perform our audit in 2026.

CARRIED

SK RECYCLES TRANSITION

2025-176 **TRAVIS CLOW** – That the Village of Marengo request that SK Recycles deliver curbside recycling directly in our municipality beginning February 1, 2028 and will transition to the new SK Recycles Curbside Collection Agreement for the period of June 1, 2026 to February 1, 2028.

CARRIED

TREE CANADA—TREMENDOUS COMMUNITIES GRANT

2025-177 **TRAVIS CLOW** – That we approve the grant application submitted by the Administrator for up to \$10,000.00 in grant funds for a community tree planting project for the Village of Marengo.

CARRIED

ACCOUNTS

2025-178 **FONTANA GERMAN** – That the list of accounts, attached hereto and forming part of these minutes, including cheque numbers 5457 to 5471 in the amount of \$11,989.05 and EFT cheque numbers 990324 to 990335 in the amount of \$3,136.85 and online payments in the amount of \$2,508.11 be approved for payment.

CARRIED

ADJOURN

2025-179 **TRAVIS MCKILLOP** – That this meeting now adjourn at 7:55 p.m.

CARRIED



Mayor



Administrator

Wednesday, December 17, 2025 at 7:00 p.m. – Next regular meeting of council



WATER AND SEWER LINE REPAIR POLICY

PURPOSE

That we set a policy for the responsibility of water and sewer line repair and maintenance within the Village of Marengo.

POLICY

Water Lines – Village of Marengo's Responsibility

- If curbstop is existing for the property, the Village of Marengo is responsible for the repair and maintenance of the main water line and water lines connecting from the main water line to the curbstop, including the curbstop.
- If curbstop is not existing for the property, the Village of Marengo is responsible for the repair and maintenance of the main water line only.

Water Lines – Property Owner's Responsibility

- If curbstop is existing for the property, property owners are responsible for repair and maintenance of any water lines from the curbstop into the property, including the connection to the curbstop.
- If curbstop is not existing for the property, property owners are responsible for repair and maintenance of any water lines connecting from the main water line and into their property, including the connection to the main water line.

Sewer Lines:

The Village of Marengo is responsible for all main sewer lines.

Property Owners are responsible for the sewer line that connects to the main sewer line and continues into their property, including the connection.

Date of Policy: November 26, 2025

Resolution # 2025-147

MEMORANDUM OF AGREEMENT MADE IN TRIPLICATE this 18 day of December, 2025

BETWEEN:

The Rural Municipality of Milton No. 292

"Saskatchewan Rural Municipality"

And

The Rural Municipality of Antelope Park No. 322

"Saskatchewan Rural Municipality"

And

The Village of Marengo

"Saskatchewan Urban Municipality"

(collectively referred to as the "Municipalities")

WHEREAS:

A. The Municipalities are municipal corporations continued pursuant to *The Municipalities Act*, SS 2005, c M-36.1 (the "Act");

B. The Municipalities wish to cooperate to provide more efficient and cost-effective services to their ratepayers; and

C. The Municipalities wish to share office space and administrative personnel as provided for in this Agreement;

NOW THEREFORE the Parties agree as follows:

JOINT ADMINISTRATION BOARD

1. The councils of the Municipalities comprise a Joint Administration Board to oversee the operation of this Agreement. For clarity, each Municipality has the following number of voting delegates on the Board:

Rural Municipality of Milton – 3;

Rural Municipality of Antelope Park – 3; and

Village of Marengo – 1.

2. The Joint Administration Board shall meet periodically and at a minimum once annually in December on a date to be selected by the Administrator with advance notice given to each voting delegate.
3. Decisions are made by the Board with simple majority.

13. The **Rural Municipality of Milton No. 292** shall be responsible for the operation, management and maintenance of the Municipal Administration Office and shall incur all costs associated with the operation and management of said office.
14. The Municipalities agree to share the costs of, telephone, postage, stationery, miscellaneous office costs, and office equipment costs on the following basis:

Rural Municipality of Milton No. 292	35.5%
Rural Municipality of Milton No. 292 (Alsask Division 7)	23.0 %
Rural Municipality of Antelope Park No. 322	35.5%
Village of Marengo	6.0%

15. The Municipalities agree to share building maintenance, building expenses, office utilities, building insurance, PSIP, municipal building capital purchases and municipal software on the following basis:

Rural Municipality of Milton No. 292	47.0%
Rural Municipality of Antelope Park No. 322	47.0%
Village of Marengo	6.0%

DIVISION OF COSTS

16. The Rural Municipalities incurring costs in accordance with sections 4, 6, and 13 of this Agreement agree to present an accounting of expenditures by invoicing the other municipalities for their share quarterly or as otherwise agreed to by the Parties.

LIST OF CAPITAL ASSETS

17. A listing of capital assets associated with the Municipal Administration Office and purchased by the Municipalities in accordance with sections 12 and 13 shall be maintained.

TERM AND TERMINATION

18. This Agreement shall commence on the date first written above and shall continue until terminated in accordance with the provisions hereof.
19. Any party hereto may terminate this Agreement by giving not less than twelve month's written notice to the other parties.
20. If any party to this Agreement shall at any time neglect, fail or refuse to perform any of its obligations under this Agreement (the "defaulting party"), any one of the other party may serve on the defaulting party notice of intention to terminate this Agreement, specifying the defaults and requiring the defaulting party to remedy the defaults within thirty (30) days after the date of serving such notice. If the defaulting party has not remedied all of the defaults specified in the notice within thirty (30) days, the other party may, at is option, terminate the Agreement immediately by giving written notice of the termination.

IN WITNESS WHEREOF the Municipalities have executed this Agreement as of the day and year first written above.



(Seal)

RURAL MUNICIPALITY OF MILTON NO. 292

[Redacted Signature]

Reeve

[Redacted Signature]

Administrator

Appended to and forming part of Bylaw 2/2009,
By resolution of council on Dec 10, 2025.



(Seal)

RURAL MUNICIPALITY OF ANTELOPE PARK NO. 292

[Redacted Signature]

Reeve

[Redacted Signature]

Administrator

Appended to and forming part of Bylaw 1-2009
By resolution of council on Nov 18, 2025.



(Seal)

VILLAGE OF MARENGO

[Redacted Signature]

Mayor

[Redacted Signature]

Administrator

Appended to and forming part of Bylaw 2009-03,
By resolution of council on Nov 26, 2025.

Schedule "A"
Terms of Employment

1. Full time administrative employees are required to report for work 40 hours per week and may work a maximum of 8 hours per day; overtime may be approved by the Administrator;

Part time administrative employees are required to report for work 32 hours per week and may work a maximum of 8 hours per day; over time may be approved by the Administrator;
2. The Administrator who is required to attend evening meetings or committee meetings of Rural Municipal Councils is entitled to 12 days off per year (in addition to other vacation entitlements); evening village council meetings are classified as ordinary duties and no equivalent time off is allowed;
3. Administrative employees other than the Administrator, who are required to attend evening committee or council meetings are entitled to equivalent paid time off work, or overtime pay if applicable;
4. Administrative employees' annual holidays are granted as follows 1-9 years - 3 weeks; 10 years - 4 weeks; 15 years - 5 weeks; 20 years - 6 weeks; the years being portable from one municipality to another;
5. Administrative employees may bank or accumulate vacation days over year end, but must be used by March 31st of the year carried to or be paid out;
6. Annual salaried administrative employees and hourly paid administrative employees are entitled to 1.5 paid medical/personal days per month, with a maximum of 18 days in any 12-month period; there is no provision for banking of unused medical days, and are of no monetary value.
7. The Administrator and administrative employees who are obliged as members, shall be permitted to attend conventions and seminars as part of the duties of office, as required by the Urban and Rural Municipal Administrators' Associations of Saskatchewan; hotel room costs, meals, registration fees, and mileage allowance at the Reasonable Per-Kilometer Rate provided annually by the Canada Revenue Agency;
8. The Administrator's annual professional association membership fees will be paid by the Municipalities in accordance with section 10 of this Agreement;
9. Administrative employees shall be enrolled in the SARM short-term disability benefits plan (which pays 80% of insured earnings after 7 continuous days of illness or disability) and the mandatory SARM group life insurance plan, premiums for such insurance shall be paid by the Municipalities;
10. Administrative employees who are obliged as members of the Rural Municipal Administrators Association of Saskatchewan (or who may otherwise choose to be insured) to maintain group insurance under the SARM long-term disability benefits plan shall be enrolled in said plan; premiums for such insurance shall be paid by the Municipalities according to SARM's policies, and be reimbursed to the Municipalities by the employees;
11. Health and Dental and Group Life Insurance coverage offered to other municipal employees shall also be offered to administrative employees, with the Municipalities paying part of premiums on the same basis as is provided to other municipal employees;
12. Administrative employees shall be granted bereavement leave per the current municipal policy or at the minimum under the *Saskatchewan Employment Act*.
13. Administrative employees using their personal vehicle for any business-related kilometers driven, will be reimbursed at the Reasonable Per-Kilometer Rate provided annually by the Canada Revenue Agency;
14. The municipal office will observe all Saskatchewan public holidays and additionally be closed on Easter Monday, National Day for Truth and Reconciliation, Christmas Eve, and Boxing Day; staff may take a day without pay, time in lieu, or use accrued vacation time for any days not applicable for Saskatchewan statutory holiday pay should they not report to work.

Village of Marengo
List of Accounts for Approval
Batch: 2025-00075 to 2025-00084

Bank Code - Bank 1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
5457	2025-10-22	Prairie Bylaw				
		031-2025		Bylaw Services	343.68	343.68
5458	2025-10-22	Stasiuk Land & Oil				
		2577		Marengo Waterbreak - Railway Av	1,365.00	1,365.00
5459	2025-10-22	German, Fontana				
		Mtg IND 25-10Ad		Councillor Hours & Reimbursement	238.60	238.60
5460	2025-10-24	Clow Reid				
		2025-10		Monthly Wages	421.34	421.34
5461	2025-11-26	102053541 Saskatchewan Ltd.				
		WTP 2025-10		Contracted WTP Operator	1,274.70	1,274.70
5462	2025-11-26	Ensor, Lisa				
		Co-op 9725		BBQ Supplies SUMAAssure Grant	344.79	
		SaveOn6189		BBQ Supplies SUMAAssure Grant	30.31	
		Dollarama3119		BBQ Supplies SUMAAssure Grant	11.46	386.56
5463	2025-11-26	RM of Milton No 292				
		2025-00111		Joint Admin Payroll Costs - Oct	483.37	
		2025-00112		Custom Work - WTP Operations	945.00	
		2023-00117		July - Sep 2025 Joint Expenses	657.90	2,086.27
5464	2025-11-26	RM of Antelope Park No 322				
		2025-00064		3rd Qtr Joint Exp-Share PWEF cos	2,022.50	
		2025-00066		Joint Admin Payroll Costs - Oct	1,029.10	
		2025-63-ByChq		3rd Qtr Joint Exp-Cells	26.40	3,078.00
5465	2025-11-26	Royal Flush Septic				
		Issued 102021478 Saskatchewan Ltd.				
		RF1000		Water Break - Railway Avenue	1,373.63	1,373.63
5466	2025-11-26	Saskatchewan Health Authority				
		3515462		Marengo Water Sample	23.00	
		3516913		Marengo Water Sample	23.00	
		3517448		Marengo Water Sample	23.00	
		1210732		Marengo Water Sample	80.75	
		3518503		Marengo Water Sample	23.00	
		1211315		Marengo Water Sample	11.50	184.25
5467	2025-11-26	Saskatchewan Research Council				
		3023828		Haloacetic Acid Test	266.18	266.18
5468	2025-11-26	Village of Marengo PO				
		788		Postage - HAA	13.53	13.53
5469	2025-11-26	McKillop, Travis				
		Mtg IND 2025-11		Mayor Indemnity	100.00	100.00
5470	2025-11-26	Clow, Travis				
		Mtg IND 25-11		Councillor Indemnity	80.55	80.55
5471	2025-11-26	German, Fontana				
		KeeSheet#2459		Pex Parts for water break	696.21	
		Mtg IND 25-11		Councillor Indemnity	80.55	776.76
Total Computer Cheque:						11,989.05

Date Printed
2025-11-25 12:09 PM

Village of Marengo
List of Accounts for Approval
Batch: 2025-00075 to 2025-00084

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ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2025102201	2025-10-22	Loraas Disposal North Ltd.				
			0000566515	Waste & Recycling Services	1,197.28	1,197.28
2025102901	2025-10-29	Enviroway Detergent Man Inc				
			CN011507	Chemical Pail Deposit Refund	-66.60	
			IN083204	WTP Chemicals	226.29	
			CN011545	Chemical Pail Deposit Refund	-22.20	137.49
2025112601	2025-11-26	Loraas Disposal North Ltd.				
			0000567082	Waste & Recycling Services	1,173.34	1,173.34
				Total Online Banking:		2,508.11

Date Printed
2025-11-25 12:09 PM

Village of Marengo
List of Accounts for Approval
Batch: 2025-00075 to 2025-00084

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Bank Code - EFT - Paid Electronically

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
990324	2025-10-29	Flocor Inc				
		7125415		Water Service Boxes	609.17	609.17
990325	2025-11-06	SaskTel				
		WTP2025-10		Water Treatment Plant Internet	40.63	40.63
990326	2025-11-10	Minister of Finance				
		EPTRemit2025-10		EPT Remittance - Montly	204.92	204.92
990327	2025-11-10	Receiver General				
		Remit 2025-10		Source Deductions Remittance	154.67	154.67
990328	2025-11-10	SaskPower				
		Rink 2025-10		Marengo Rink & Shack	45.30	45.30
990329	2025-11-10	SaskPower				
		Well 2025-10		Village Well	138.32	138.32
990330	2025-11-10	SaskPower				
		MPH 2025-10		Marengo Pump House	372.51	372.51
990331	2025-11-10	SaskPower				
		MSL 2025-10		Marengo Street Lights	544.14	544.14
990332	2025-11-26	Enviroway Detergent Man Inc				
		IN083717		WTP Chemicals	246.27	246.27
990333	2025-11-26	Flocor Inc				
		7127881		Curbstop	321.20	
		7137854		Pipe Fittings	86.72	407.92
990334	2025-11-26	Marengo Community Club				
		ChristmasParty		Marengo Christmas Party	100.00	100.00
990335	2025-11-26	TransUnion of Canada				
		1416789-25Aug		myTrueIdentity coverage	273.00	273.00
					Total EFT:	3,136.85
					Grand Total:	17,634.01