

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF PENSE COUNCIL  
HELD ON DECEMBER 14th, 2022, AT 7:00 P.M. AT COUNCIL CHAMBERS.**

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**PRESENT**

**Mayor: Angela Neumann**  
**Councillors: Ariane Desrosiers**  
**Michele LeBlanc**  
**Ken Lovell**  
**Mitchell Zaba**  
**Administrator Jennifer Lendvay**

**CALL TO ORDER**

Mayor Neumann called the meeting to order at 7:03 p.m.

**AGENDA**

239/2022 - LEBLANC - That the agenda be approved as presented with the addition of the following:  
Water Security Agency – Permit to Operate Waterworks Renewal.

CARRIED

**CONFLICT OF INTERESTS**

Councillor Lovell declared a conflict of interest in the agenda item Accounts for Approval Batch 2022-00051.

**MINUTES**

240/2022 - DESROSIERS - That the minutes of the regular meeting of the council held on November 9, 2022, be approved.

CARRIED

**WRITE OFF ACCOUNTS**

241/2022- ZABA – That the following accounts be written off: Utility Account # 31 0010 \$232.24 and Inv #'s 16-2022, 24-2022, and 29-2022 totaling \$1363.80.

CARRIED

**LEGION USE**

242/2022 – NEUMANN – That the request to host dog training lessons in the legion basement is declined;  
Council recommends waiting till spring to host them outside in the park.

CARRIED

**PENSE DISTRICT VOLUNTEER FIRE DEPARTMENT**

243/2022 – DESROSIERS – That David Smith be appointed the local assistant for the Town of Pense and that the volunteer members are as follows for 2023 – 2024:

Fire Chief Dave Smith  
Deputy Fire Chief Ken Lovell  
Deputy Fire Chief Shannon Schouten  
Secretary / Treasurer Jennifer Lendvay

Gloria Ann Bjerland  
Michael Bjerland  
Aaron Clemmensen  
Ken Foley  
Sydney French  
Colin Frey  
Jessy Mytopher  
Bruce Nuttall  
Jason Prokopetz  
Jess Sabo  
Shannon Schouten  
Josh Sinkewicz  
Nicole Smith  
Justin Tuttosi  
Dale Wood  
Craig Young

CARRIED



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**SIGNING AUTHORTITES**

244/2022 – DESROSIERS – That Mayor Angela Neumann or Deputy Mayor Michele LeBlanc along with the Administrator Jennifer Lendvay have signing authorities for the Town of Pense.

CARRIED

Councillor Lovell declared a conflict of interest in the next item of business and left Council Chambers at 7:18 PM

**SIGNING AUTHORITIES for PENSE DISTRICT VOLUNTEER FIRE DEPARTMENT**

245/2022 – ZABA – That the Pense District Volunteer Fire Department signing authority be two of the following David Smith, Ken Lovell, or Shannon Schouten.

CARRIED

Councillor Lovell returned to Council Chambers at 7:19 PM

**BOARD OF REVISION**

245/2022 – LEBLANC – That the TOWN OF PENSE appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Dave Gurnsey, Murray Dean, and Stew Demmans.

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

**SECRETARY TO THE BOARD OF REVISION**

246/2022 – DESROSIERS - That the TOWN OF PENSE appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

**DEVELOPMENT APPEALS BOARD**

247/2022 – NEUMANN - That the TOWN OF PENSE appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Pam Malach, Stew Demmans, and Stu Hayward.

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

**SECRETARY TO THE DEVELOPMENT APPEALS BOARD**

248/2022 – LOVELL - That the TOWN OF PENSE appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

**PROFESSIONAL BUILDING INSPECTION INC**

249/2022 – DESROSIERS – That the 2023-2024 fee review from Professional Building Inspection Inc be acknowledged.

CARRIED



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**2023 COUNCIL MEETINGS**

250/2022 – LEBLANC – That the 2023 Council Meeting be held on the following dates:

January 11, 2023  
February 8, 2023  
March 8, 2023  
April 12, 2023  
May 10, 2023  
June 14, 2023  
July 12, 2023  
August 9, 2023  
September 13, 2023  
October 11, 2023  
November 8, 2023  
December 13, 2023

CARRIED

**SASKATCHEWAN HEALTH AUTHORITY- PENSE MEMORIAL RINK INSPECTION**

251/2022 – LOVELL – That the ice arena inspection report from Saskatchewan Health Authority for the Pense Memorial Rink is hereby acknowledged.

CARRIED UNANIMOUSLY

**TAX ENFORCEMENT**

252/2022 – LOVELL – That the Administrator be authorized to proceed under *The Tax Enforcement Act* to acquire title for the following described lands: Lot 3 Block 6 Plan 1328 Title No. 145626970

CARRIED

**PENSE MEMORIAL RINK LOAN**

253/2022 – LEBLANC – That the Town of Pense on behalf of the Pense Memorial Rink borrow \$175,000 from the R.M. of Pense #160 to pay off the indebtedness of the rink project.

CARRIED

**WATER SECURITY AGENCY – PERMIT TO OPERATE WATERWORKS**

254/2022 – LOVELL – That the Water Security Agency Permit to Operate a Waterworks Permit is hereby approved.

CARRIED

**SNOW REMOVAL POLICY**

255/2022 – DESROSIERS – That the snow removal policy is hereby approved.

CARRIED

Due to a conflict of interest in the next items of business Councillor Lovell left Council Chambers at 7:48 PM

**ACCOUNTS PAYABLE**

256/2022- DESROSIERS - That the account Batch 2022-00051 payables presented for payment is hereby approved.

CARRIED

Councillor Lovell returned to Council Chambers at 8:52 PM.

**ACCOUNTS PAYABLE**

257/2022- NEUMANN - That the account Batch 2022-00053 payables presented for payment is hereby approved excluding Cheque # 19030 to Brysand Ice Arena Ltd, Cheque 19030 to be voided and reissued as follows: invoice 14-12-2022 and 26-12-2022 as one cheque and 25-12-2022 as a separate cheque.

CARRIED



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**NOVEMBER BANK RECONCILIATION – GENERAL ACCOUNT**

258/2022 - LOVELL - That the bank reconciliation for the general account is hereby approved.

CARRIED

**STATEMENT OF FINANCIAL ACTIVITIES**

259/2022 – ZABA - That the November financial statement is hereby approved.

CARRIED

**ADMINISTRATION REPORT**

260/2022 – DESROSIERS - That administration report be received as information and filed.

CARRIED

**PUBLIC WORKS REPORT**

261/2022 – LEBLANC - That public works report be received as information and filed.

CARRIED

**PENSE RECREATION BOARD**

262/2022 – DESROSIERS – That the Pense Recreation Board Meeting Minutes of November 1 and December 6, 2022, are hereby acknowledged.

CARRIED

**PENSE MEMORIAL RINK BOARD**

263/2022 – LEBLANC – That the Pense Memorial Rink Board Meeting Minutes of December 7, 2022, are hereby acknowledged.

CARRIED

**PENSE TODDLER PARK**

264/2022 – NEUMANN – That the verbal report presented by Councillor Desrosiers is hereby acknowledged.

CARRIED

**PENSE DISTRICT VOLUNTEER FIRE DEPARTMENT**

265/2022 – DESROSIERS – That the September 1-November 30, 2022, report submitted by the Pense District Volunteer Fire Department is hereby acknowledged.

CARRIED

**CORRESPONDENCE**

266/2022 – DESROSIERS - That the correspondence having been read be accepted and filed.

CARRIED

**ADJOURNMENT**

267/2022 – NEUMANN - That the meeting be adjourned. (9:31 PM)

CARRIED

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
ADMINISTRATOR