

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF PENSE COUNCIL  
HELD ON APRIL 10<sup>th</sup>, 2024, AT 7:00 P.M. AT COUNCIL CHAMBERS.**

Located on Treaty 4 territory. Traditional lands of the Cree, Saulteaux [sawl-toh], Dakota, Nakota and Lakota peoples and on the homeland of the Métis Nation.

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**PRESENT:** Deputy Mayor: Michele LeBlanc  
Councillors: Ariane Desrosiers  
Ken Lovell  
Mitchell Zaba  
Administrator Jennifer Lendvay

**ABSENT:** Mayor Angela Neumann

**CALL TO ORDER**

Deputy Mayor LeBlanc called the meeting to order at 7:04 p.m.

**AGENDA**

053/2024 - DESROSIERS - That the agenda be approved as presented with the following additions and deletions:  
Deletion: Delegation -Daycare Committee  
Additions - New Business Item h) 2023 Financial Statements prepared by Dudley & Company  
- Reports of administration and committee/boards c) Pense Recreation Board Minutes of April 2, 2024  
Correspondence h) SUMA Resolutions.

CARRIED

**CONFLICT OF INTERESTS**

Councillor Lovell declared conflict of interest in agenda items Accounts for Approval Batch 2024-00015 and 2024 Wages – Administrator.

Councillor LeBlanc declared conflict of Interest in List of Accounts for approval 2024-00015 and 2024 Wages - Public Works Employee Jemile LeBlanc.

**MINUTES**

054/2024 – ZABA - That the minutes of the regular meeting of council held on March 13, 2024, be approved.

CARRIED

**CERTIFICATE OF APPOINTMENT – PROFESSIONAL BUILDING INSPECTIONS INC**

055/2024- ZABA – That in accordance with the service agreement with Professional Building Inspections Inc. and under the authority of subsections 16(2) and 16(3) of the *Construction Codes Act*; the Town of Pense hereby resolves to issue a Certificate of Appointment for:

Joshua Nitz – Class 3 Licensed Building Official, Saskatchewan BOL7857 and

Cristin Korchinski - R-Class 2 Licensed Building Official, Saskatchewan BOL784/808

who are residents of the Province of Saskatchewan as the Licensed Building official for the Town of Pense.

CARRIED

**2024 EDUCATION MILL RATE**

056/2024 – LOVELL – That the Government of Saskatchewan 2024 Education Property Tax Mill rate be acknowledged.

CARRIED

Councillor Lovell declared a conflict of interest with the next five items of business and left Council Chambers at 7:11 PM.

**2024 ADMINISTRATOR SALARY**

057/2024 – DESROSIERS - That the 2024 annual salary for the Administrator Jennifer Lendvay be set at \$94,175.00

CARRIED

**2024 ADMINISTRATIVE ASSISTANT**

058/2024 – ZABA – That Administrative Assistant Sandra Wakeford 2024 wage be set at \$21.00 per hour.

CARRIED

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**2024 PUBLIC WORKS EMPLOYEE**

059/2024 – ZABA – That Public Works Employee Kevin Woolsey 2024 wage be set at \$28.50 per hour.

CARRIED

**2024 FACILITIES CUSTODIAN EMPLOYEE**

060/2024 – ZABA – That Facility Custodian Michael Boyes 2024 wage be set at \$21.00 per hour.

CARRIED

Deputy Mayor LeBlanc declared a conflict of interest with the item of business and turned the chair over to Councillor Desrosiers and left Council Chambers at 7:30 PM.

**2024 PUBLIC WORKS EMPLOYEE**

061/2024 – ZABA – That Public Works Employee Jemile LeBlanc 2024 wage be set at \$24.50 per hour.

CARRIED

Councillor Lovell and Deputy Mayor LeBlanc returned to Council Chambers at 7:46 PM.  
Councillor Desrosiers turned the chair back to Deputy Mayor LeBlanc.

**2024 OPERATING BUDGET**

062/2024 – LEBLANC – That the 2024 operating and capital budget be approved.

CARRIED

**2024 MILL RATE**

063/2024 – ZABA – That the 2024 mill rate be set at 4.8118 mills.

CARRIED

**BYLAW ENFORCEMENT**

064/2024- DESROSIERS - That the Town of Pense gives the Commissionaires South Saskatchewan full authority to enforce the following bylaws within the Town of Pense limits from May 1, 2024 to December 31, 2024.

2/2023	Zoning Bylaw
3/2023	Abatement of Nuisances
23/2013	Bylaw to regulate the operation & parking of vehicles and the uses of highways (Traffic Control Bylaw)
14/2013	Control and regulate Noise.
24/2013	Bylaw to regulate the operation of all-terrain vehicles.
6/2013	Bylaw to provide for the removal and disposal of abandoned vehicles.
5/2013	Business License Bylaw
18/2013	Animal Control
6/2017	Fire Restriction Bylaw
1/2021	Outdoor Fire Pit Regulations

CARRIED

**DAYCARE LOCATION**

065/2024 – That the daycare location be tabled to the May 8, 2024 meeting.

CARRIED

**2023 AUDITED FINANCIAL STATEMENTS**

066/2024 – DESROSIERS – That the 2023 Audited Financial Statement prepared by Dudley & Co is hereby approved.

CARRIED

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**SOCIAL MEDIA POLICY**

067/2024 – LEBLANC – That the Social Media Policy be tabled to the May 8, 2024 meeting.

CARRIED

Deputy Mayor LeBlanc declared a conflict of interest with the item of business and turned the chair over to Councillor Desrosiers and left Council Chambers at 8:30 PM.

Councillor Lovell declared a conflict of interest with the next item of business and left Council Chambers at 8:30 PM

**ACCOUNTS PAYABLE**

068/2024- ZABA - That the account Batch 2024-00015 presented for payment is hereby approved.

CARRIED

Councillor Lovell and Deputy Mayor LeBlanc returned to Council Chambers at 8:35 PM.  
Councillor Desrosiers turned the chair back to Deputy Mayor LeBlanc.

**ACCOUNTS PAYABLE**

069/2024- LOVELL - That the account Batch 2024-00017 presented for payment is hereby approved.

CARRIED

**ACCOUNTS PAYABLE**

070/2024- DESROSIERS - That the account Batch 2024-00019 presented for payment is hereby approved.

CARRIED

**MARCH BANK RECONCILIATION – GENERAL ACCOUNT**

071/2024 - LOVELL - That the bank reconciliation for the general account is hereby approved.

CARRIED

**STATEMENT OF FINANCIAL ACTIVITIES**

072/2024 – ZABA - That the March financial statement is hereby approved.

CARRIED

**ADMINISTRATION REPORT**

073/2024 – DESROSIERS - That administration report be received as information and filed.

CARRIED

**PUBLIC WORKS REPORT**

074/2024 – ZABA - That the public works report be received as information and filed.

CARRIED

**PENSE RECREATION BOARD**

075/2024 – LEBLANC – That the Pense Recreation Board meeting minutes of March 12, 2024, be received as information and filed.

CARRIED

**PENSE TODDLER PARK**

076/2024 – LOVELL – That the Pense Toddler Park report presented verbally by Councillor Desrosiers be acknowledged.

CARRIED

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**CORRESPONDENCE**

077/2024 – DESROSIERS - That the correspondence having been read be accepted and filed.

CARRIED

**ADJOURNMENT**

078/2024 – ZABA - That the meeting be adjourned. (9:18 PM)

CARRIED

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**MAYOR**

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**ADMINISTRATOR**