

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF PENSE COUNCIL  
HELD ON JANUARY 15<sup>th</sup>, 2025, 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:**                      **Mayor: Michele LeBlanc**  
   **Councillors: Ariane Desrosiers**  
   **Ken Lovell**  
   **Angela Prokopetz**  
   **Mitch Zaba**  
   **Administrator: Jennifer Lendvay**

**7:00 PM PUBLIC HEARING – Bylaw 5/2024 - Zoning Bylaw Amendment**

A Public Hearing was held to hear any written or verbal comments on the proposed Bylaw 5/2024 Zoning Bylaw Amendment.

No persons were in attendance. No written or verbal comments were received.

**CLOSED AT 7:14 PM**

**CALL TO ORDER**

Mayor LeBlanc called the meeting to order at 7:15 p.m.

**AGENDA**

001/2025 - DESROSIERS - That the agenda be approved as presented with the following addition:

- a) New Business – Accounts for Approval Batch 2025-00005
- b) Reports - Pense Fire (2024 Call Outs and Financials)

CARRIED

**CONFLICT OF INTEREST**

Mayor LeBlanc and Councillor Lovell declared conflict of interests in the following agenda item: List of Accounts for approval 2024-00060 December Month End.

**MINUTES**

002/2025 – ZABA - That the minutes of the regular meeting of council held on December 11, 2024, be approved.

CARRIED

**AUDIT ENGAGEMENT**

003/2025 – DESROSIERS – That the Town of Pense Council acknowledges and signs the communication letter and risk of fraud questionnaire sent by Dudley & Company for the annual audit scheduled for February 18 & 19, 2025.

CARRIED

**PENSE HOUSING AUTHORITY BOARD - NOMINATIONS**

004/2025 – PROKOPETZ – That the Town of Pense nominates the following to the Pense Housing Authority Board: Francine Proulx-Kenzle as chairperson, and Sharleen Ulrich and Carol Straub as directors.

CARRIED

**MARCH COUNCIL MEETING**

005/2025 – DESROSIERS – That the regular meeting scheduled for March 19, 2025, be moved to March 12, 2025.

CARRIED

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**2025 EMERGENCY SERVICES VOLUNTEERS MEMBERS**

006/2025 – ZABA – That 2025 volunteer emergency services personnel list be accepted as presented.

CARRIED

**2024 DRINKING WATER QUALITY & COMPLIANCE**

007/2025 – LOVELL – That the 2024 Drinking Water Quality & Compliance Annual Notice to Consumers be received as information and posted as required.

CARRIED

**BYLAW 5/2024 ZONING AMENDMENT– 2<sup>nd</sup> READING**

008/2025 – LOVELL– That Bylaw 5/2024 be read a second time.

CARRIED

**BYLAW 5/2024 ZONING AMENDMENT– 3<sup>rd</sup> READING**

009/2025 – PROKOPETZ – That Bylaw 5/2024 A Bylaw to Amend Bylaw 2/2023 Known as the Zoning Bylaw Under Subsection 46(3) of *The Planning and Development Act* be read a third time and adopted.

CARRIED

Mayor LeBlanc turned the chair to Deputy Mayor Zaba @ 7:30 PM

Mayor LeBlanc and Councillor Lovell declared a conflict of interest in the next item of business and left council chambers at 7:30 PM.

**ACCOUNTS PAYABLE**

010/2025 – PROKOPETZ – That the account Batch 2024-00060, December Month End presented for payment is hereby approved.

CARRIED

Deputy Mayor LeBlanc and Councillor Lovell returned to Council Chambers at 7:32 PM

Deputy Mayor Zaba turned the chair back to Mayor LeBlanc @ 7:32 PM

**ACCOUNTS PAYABLE**

011/2025 – DESROSIERS – That the account Batch 2025-00002, 2024 Accruals presented for payment is hereby approved.

CARRIED

**ACCOUNTS PAYABLE**

012/2025 – ZABA – That the account Batch 2025-00004, January Council Meeting presented for payment is hereby approved.

CARRIED

**ACCOUNTS PAYABLE**

013/2025 – LOVELL – That the account Batch 2025-00005, ISC Payment presented for payment is hereby approved.

CARRIED

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**DECEMBER BANK RECONCILIATION – GENERAL ACCOUNT**

014/2025 - LOVELL - That the bank reconciliation for the general account is hereby approved.

CARRIED

**STATEMENT OF FINANCIAL ACTIVITIES**

015/2025 – ZABA - That the December financial statement is hereby approved.

CARRIED

**ADMINISTRATION REPORT**

016/2025 – DESROSIERS - That administration report be received as information and filed.

CARRIED

**PUBLIC WORKS REPORT**

017/2025 – ZABA - That the public works report be received as information and filed.

CARRIED

**PENSE RECREATION BOARD**

018/2025 – ZABA - That the Pense Recreation Board report presented verbally by Councillor Desrosiers and Mayor LeBlanc be acknowledged.

CARRIED

**PENSE DISTRICT VOLUNTEER FIRE DEPARTMENT**

019/2025 – DESROSIERS – That the Pense District Volunteer Fire Department 2024 call outs and financials ending December 31, 2024, be acknowledged.

CARRIED

**PENSE COTTONWOOD WATERSHED ASSOCIATION NO 17**

020/2025 – LEBLANC - That the letter sent to the Pense Cottonwood Watershed Association No 17 from the R.M. of Pense #160 dated December 19, 2024, be acknowledged.

CARRIED

**CORRESPONDENCE**

021/2025 – ZABA - That the correspondence having been read be accepted and filed.

CARRIED

**ADJOURNMENT**

022/2025 – PROKOPETZ - That the meeting be adjourned. (9:01 PM)

CARRIED

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**MAYOR**

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**ADMINISTRATOR**

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