

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF PENSE COUNCIL
HELD ON DECEMBER 13th, 2023, 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.

PRESENT: **Mayor: Angela Neumann Michele LeBlanc**
 Councillors: Ariane Desrosiers (8:17 PM)
 Michele LeBlanc
 Ken Lovell
 Administrator Jennifer Lendvay

ABSENT: **Councillor Mitchell Zaba**

7:00 PM PUBLIC HEARING – A Public Hearing was held to hear any written or verbal comments on the proposed Bylaw 6/2023 A Bylaw to Provide for Fees and Charges Related to Planning and Development. No persons were in attendance and no written comments were received.

CALL TO ORDER

Mayor Neumann called the meeting to order at 7:10 p.m.

AGENDA

225/2023 - LEBLANC - That the agenda be approved as presented.

CARRIED

CONFLICT OF INTERESTS

Councillor Lovell declared conflict of interest in agenda item: Accounts for Approval Batch 2023-00046 November Month End Payables.

MINUTES

226/2023 - LOVELL - That the minutes of the regular meeting of council held on November 8, 2023, be approved.
CARRIED

ZONING BYLAW 2/2023

227/2023- LEBLANC - That as per the recommendation from Community Planning that the following be struck from the Zoning Bylaw 2/2023 3.17.1 d) and 3.18.1 b).

CARRIED

TAX ENFORCEMENT

228/2023- NEUMANN – That the Administrator be authorized to commence proceedings under the Tax Enforcement Act to acquire title for the following described lands: Lot 11 & 12 Block 15 Plan E1675.

CARRIED

TOWN HALL INSPECTION

229/2023 – LEBLANC – That the Saskatchewan Health Authority food premises inspection for the Town Hall food premises inspection dated November 21, 2023, be acknowledged.

CARRIED

MUNICIPAL REVENUE SHARING DECLARATION

230/2023 – LOVELL – The Council of the Town of Pense confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations
- Submission of the 2022 Public Reporting on Municipal Waterworks to the Ministry of Government Relations
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of Council Procedures Bylaw;
- Adoption of Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

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That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and that we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

OFFER TO PURCHASE LAND

231/2023 – LEBLANC - That the Town of Pense offer Kerry and Deidre Ogilvie \$42,500 for 2.49 acres of land (24 m x 421.15 m from NW 04-17-22-2 that is located on the south boundary limits of the Town of Pense and that it includes any structures that are on this land.

CARRIED

ANNEXATION

232/2023 - NEUMANN - That the Town of Pense pursue annexation for a municipal boundary alteration to construct a new road.

CARRIED

SPECIAL MEETING

233/2023 – LOVELL – That a special meeting be scheduled for January 17, 2024, at 7:30 PM for planning and development discussions.

CARRIED

CANADA SUMMER JOBS

234/2023 – LEBLANC – That administration applies for the Canada Summer Jobs.

CARRIED

BYLAW 7/2023

235/2023 – LOVELL – That 1st reading be given to Bylaw 7/2023 A Bylaw of the Town of Pense to Fix the Rates To Be Charged for The Use And Consumption Of Water And To Fix The Rates To Be Charged By Way Of Rent Or Service Charge For The Use Of Sewer.

CARRIED

BYLAW 7/2023

236/2023 – NEUMANN – That Bylaw 7/2023 be read a second time.

CARRIED

BYLAW 7/2023

237/2023 – LEBLANC – That Bylaw 7/2023 be given three readings at this meeting.

CARRIED UNANIMOUSLY

BYLAW 7/2023

238/2023 – NEUMANN – That Bylaw 7/2023 A Bylaw of the Town of Pense to Fix the Rates To Be Charged For The Use And Consumption Of Water And To Fix The Rates To Be Charged By Way Of Rent Or Service Charge For The Use Of Sewer be read a third time and adopted.

CARRIED

BYLAW 6/2023 PLANNING AND DEVELOPMENT FEES BYLAW

239/2023 – LEBLANC – That Bylaw 6/2023 be read a second time.

CARRIED

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BYLAW 6/2023 - PLANNING AND DEVELOPMENT FEES BYLAW

240/2023 – LOVELL – That Bylaw 6/2023 being a Bylaw of The Town of Pense in the Province of Saskatchewan to Provide for Fees and Charges Related to Planning and Development be a read a third time and adopted.
CARRIED

WATERWORKS RATE POLICY 1705-2023

241/2023- NEUMANN – That Waterworks Rate Policy is hereby approved.
CARRIED

WATERWORKS CAPITAL INVESTMENT STRATEGY POLICY 1706-2023

242/2023 – LEBLANC – That the Waterworks Capital Investment Strategy Policy is hereby approved.
CARRIED

Due to a conflict of interest in the next item of business Councillor Lovell left Council Chambers at 8:15 PM

ACCOUNTS PAYABLE

243/2023- LEBLANC - That the account Batch 2023-00046 November Month End Payables presented for payment is hereby approved.
CARRIED

Councillor Desrosiers arrived at 8:17 PM

Councillor Lovell returned to Council Chambers at 8:18 PM

ACCOUNTS PAYABLE

244/2023- LOVELL - That the account Batch 2023-00048 November (Debenture Fees Payment) presented for payment is hereby approved.
CARRIED

ACCOUNTS PAYABLE

245/2023- DESROSIERS - That the account Batch 2023-00049 December Council Meeting presented for payment is hereby approved.
CARRIED

NOVEMBER BANK RECONCILIATION – GENERAL ACCOUNT

246/2023 - LOVELL - That the bank reconciliation for the general account is hereby approved.
CARRIED

STATEMENT OF FINANCIAL ACTIVITIES

247/2023 – DESROSIERS - That the November financial statement is hereby approved.
CARRIED

ADMINISTRATION REPORT

248/2023 – LEBLANC - That administration report be received as information and filed.
CARRIED

PUBLIC WORKS REPORT

249/2023 – NEUMANN - That public works report be received as information and filed.
CARRIED

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PENSE RECREATION BOARD

250/2023 – LEBLANC – That the minutes of the Pense Recreation Board November 7 and December 5, 2023, be received as information and filed.

CARRIED

CORRESPONDENCE

251/2023 – NEUMANN - That the correspondence having been read be accepted and filed.

CARRIED

ADJOURNMENT

252/2023 – NEUMANN - That the meeting be adjourned. (9:29 PM)

CARRIED

MAYOR

ADMINISTRATOR