

Minutes of the Meeting of the
Council for the Village of Debden
Held December 14th, 2023 at
the Village Office Chambers

Present

Mayor: Rod Fisher

Councilors: Norman Cyr, Raymond Brad, Cecile Compagna, Paulin Beaulac

Administrator: Tamara Couture

Call to Order

A quorum being present Mayor Rod Fisher called the meeting to order at 7:00 p.m.

Agenda

184/23 Brad: That the agenda be accepted as presented.
Carried

Minutes:

185/23 Brad: That the minutes of the November 9th, 2023 meeting be approved as read.
Carried

Correspondence:

186/23 Compagna: That the following Correspondence be approved as presented:
NCTCP- Upcoming workshop
Eric Schalm- Sidewalk 4th Avenue
Canwood & District Bus Association- Donation Request
Canwood Curling Club- Audited Financial Statements to April 30, 2023
Carried

187/23 Cyr: That the Village of Debden donates \$500 to the Canwood & District Bus Association.
Carried

Financial Statements:

188/23 Cyr: That the financial statements and bank reconciliations for the month of November 2023 be approved as presented.
Carried

Accounts Payable:

189/23 Compagna: That the accounts payable for the month of November 2023 in the amount of \$44,493.23 be approved as presented.
Carried

Water Reports:

190/23 Cyr: That the water report and verification for the month of November 2023 be approved as presented and reviewed.
Carried

Time Sheets:

191/23 Cyr: That the Administration and Foreman Time Sheet be approved as presented.
Carried

****Note: 7:23 Raymond Brad and Paulin Beaulac left the Council Chambers ****

Contract Work:

192/23 Compagna: That Council approves the contract invoices submitted by RP Farms and Paulin Beaulac.

Carried

193/23 Compagna: That gratuity gift cards in the amount of \$500.00 be purchased for Raymond Brad and Paulin Beaulac.

Carried

****Note: 7:30 Raymond Brad and Paulin Beaulac returned to the Council Chambers****

Tender:

194/23 Brad: That the Village accepts the fencepost tender bid of \$2.00/each from Calvin Smith on the condition that they are picked up by December 31, 2023.

Carried

DELEGATE 8:00

Rhonda Peterson- addressed Council regarding various maintenance concerns and Village beautification. Council stated they would support any members or community group that formed to formulate and undertake beautification projects. However with all of the Community and Council Committees they currently serve on and provide volunteer hours for, many of which are undertaking major infrastructure projects, they could not head a Committee for this purpose.

Hauler Agreement-

195/23 Compagna: That the Village renew the lagoon hauler agreement with Dean Lehouillier for 2024.

Carried

Inspection:

196/23 Beaulac: That Council acknowledges the 2023 Water and Wastewater Compliance Inspection and will take all necessary actions to rectify incompliances.

Carried

Fraud:

197/23 Beaulac: That Council acknowledges the Internal Control Audit 521 and authorizes it to be signed and forwarded to Auditor.

Carried

198/23km Cyr: That the Village Council discussed the possibilities and actions that would constitute fraud within the Village of Debden. As a small business, trust may be placed in employees of the Village of Debden. Council is aware of the possibility of fraud and checking accounts being paid and supplies being ordered for the Village of Debden as a watch for any unusual activity. Employees need to be aware of a zero tolerance policy for fraud committed against the Village of Debden.

Carried

Bylaw:

199/23 Cyr:

That Bylaw 1/2023 being a Bylaw to Amend the Zoning Bylaw be read a first time. Upon receiving an amendment application and applicable fees, Public Notice may be published. Public Hearing date will be set for 6:30 p.m. preceding Regular Meeting of Council.

Carried

Rates:

200/22 Fisher:

That Council implements the rates for 2024 as attached.

Carried

Annual Appointments:

201/23 Brad:

That for 2024, the Village of Debden appoint Councillors to Committees of Council as attached.

Carried

202/23 Cyr:

That the Council of the Village of Debden appoint the following persons to represent the municipality on the Morin Lake Regional Park Board for 2024:

Mr. Luc Pouliot

Ms. Collette DeMontarnal

Mrs. Helene Boutin

Mrs. Aline Hannon

Matt Bonneau

Carried

203/23 Fisher:

Under the Uniform Building and Accessibility Standards Act, Council appoints: Chris Gates (BOL015), Karly Heatcoat (BOL0421), Ben McLeod (BOL805), Ryan Shepherd (BOL360), Raymond Humeney (BOL635), Jerry Wintonyk (BOL142), Dale Wagner (BOL379), Dwayne Williams (BOL122) and Dan Knutson (BOL112) of BuildTECH Consulting & Inspections Inc. as the Building Officials for the Village of Debden.

Carried

204/23 Fisher:

That the VILLAGE OF DEBDEN appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024, through to December 31, 2024; 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, Stu Hayward, Kevin Kleckner, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Donna Rae Zadvorny 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.

Furthermore,

That the VILLAGE OF DEBDEN appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2024, through to December 31, 2024; 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

205/23 Fisher: That the VILLAGE OF DEBDEN appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024, through to December 31, 2024; 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, Kevin Kleckner, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Rick Leigh 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.
Furthermore,
That the VILLAGE OF DEBDEN appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2024, through to December 31, 2024; 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.

206/23 Brad: That Council appoints Tyler Paslawski as the Pest Control Officer for 2024.
Carried

Reserves/Transfers:

207/23 Cyr: That the amount equivalent to the 2023 Extrication Revenue be transferred to the Fire Department Reserve Account.
Carried

208/23 Cyr: That the amount equivalent to the unused budget amount from 530-210-120 (Roads), 530-210-140 (Sidewalks) and the budgeted transfer amount be transferred to the Roads/Sidewalk Reserve Account.
Carried

209/23 Cyr: That the amount equivalent to the 2023 Budgeted equipment reserve be transferred To the Equipment Reserve Account.
Carried

204/23 Cyr: That the amount equivalent to the 2023 Infrastructure Revenue be transferred to the Water/Sewer Reserve Account.
Carried

****Note: 9:27 Tamara Couture left the Council Chambers for discussion****

****Note: 9:38 Tamara Couture returned to the Council Chambers****

Employees:

205/23 Cyr: That the following gratuity gift cards be purchased.
Tamara Couture-\$500.00
Dean Andersen- \$250.00
Carried

206/23 Cyr: Council approves wage increases as follows effective January 1, 2024:
Dean Andersen receive a \$0.50/hour increase to \$31.50
Tamara Couture receive a \$1.00/hour increase to \$33.50.
Carried

Rec Board:

207/23 Fisher: That the Village waives the water fee for 2023/2024 season. Waste fee is also not
invoiced this season as they will be moving to the tagged bag system.
Carried

Administration:

- KCL Invoice
- Audit February 23/2023

Adjourn:

208/23 Brad: That this meeting be adjourned at 10:04 p.m.

Mayor:
Rod Fisher

Administrator:
Tamara Couture