

**FIRST MEETING OF COUNCIL OF THE VILLAGE OF MARCELIN
HELD ON THURSDAY, NOVEMBER 21ST, 2024 AT THE MARCELIN
VILLAGE OFFICE**

PRESENT: Dennis Ferster, Lynn McCormick, Craig Verbonac, Robert Maunder, Lindsay Chmil and Leanne McCormick

ABSENT:

Before any business was conducted the Oaths of Office of all council members were filed, copied and attached to these minutes.

Meeting called to order at 6:40pm by Mayor Dennis Ferster

155. Agenda: Verbonac: That the agenda be approved as presented and read. **CARRIED**
156. Deputy Mayor: Chmil: That our Deputy Mayor be Lynn McCormick with her term to last until the next general election. **CARRIED.**
157. Signing Authority: Verbonac: That our signing authority be our Chief Administrative Officer, Leanne McCormick, and either Mayor Dennis Ferster or Deputy Mayor Lynn McCormick. **CARRIED.**
158. Committees: Maunder: That the Mayor and entire Council serve on the following committees:
- a) Administration, Finance & Public Relations
 - b) Machinery
 - c) Streets & Transportation
 - d) Water & Sewer
 - e) Environmental & Health Services (Waste)
 - f) Human Resources (Employees)

And furthermore, that we appoint the following persons to serve on the committees listed below:

- a) Protective Services – Councilor Verbonac
 - b) Marcelin Housing Authority- Mayor Ferster
 - c) Library Board- Councilor Chmil
 - d) Martin’s Lake Regional Park- Mayor Ferster & Councilor McCormick
 - e) Marcelin Events Committee – Councilor Verbonac
- CARRIED**
159. Regular Meetings: Chmil: That our next regular meeting be scheduled as follows:
December 19th, 2024 @ 6:30pm **CARRIED**
160. Minutes: Maunder: That the minutes of our Regular Meeting held on October 16th, 2024 be approved as presented as read. **CARRIED**
161. WTP Report: McCormick: That the Water Treatment Plant Report for the month of October 2024 be approved as presented and read. **CARRIED**
162. PPE Boots: Verbonac: That we reimburse our Maintenance Foreman, Craig Bowering, up to \$200 for new boots. **CARRIED**

163. Lift Station Maunder: That we purchase the parts to repair the ladder in the lift station manhole. CARRIED

164. Tractor Chmil: That we purchase parts to replace the broken Windshield windshields on the tractor and furthermore, that we hire Mike Chudskov to install them. CARRIED

165. Christmas Chmil: That we pay employee Christmas bonuses as per the following:

Leanne McCormick	\$500
Craig Bowering	\$200
Teddy Montour	\$200
David Grenier	\$200

IN FAVOR: Mayor Ferster, Councillor Verbonac, Councillor Chmil, Councillor Maunder, Councillor McCormick

CARRIED

CAO, Leanne McCormick, declared pecuniary interest and left the meeting at 7:35pm for Council to discuss wages. Leanne arrived back at the meeting at 7:43pm.

166. Wage Increase Verbonac: That we give our employee Craig Bowering, a \$2/hr increase in payroll based on his individual wage effective January 1, 2025.

167. Wage Increase Maunder: That we give our employee Teddy Montour, a \$1/hr increase in payroll based on his individual wage effective January 1, 2025.

168. Christmas Hours Chmil: That the Village Office be closed December 24th & 25th, and January 1st, and be open December 26th & 27th, 2024 during the Christmas Season. CARRIED

169. ICS 200 Training McCormick: That our CAO, Leanne McCormick, attend Incident Command System 200 Training on December 10th & 11th, 2024 in Canwood, which during this time the office will be closed. CARRIED

170. Declaration of Eligibility Verbonac: That we confirm the Municipality of the Village Marcelin meets the following requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2023 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2023 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 a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it the Ministry of Government Relations.

CARRIED

171. Admin: Report Maunder: That the Administration Report be approved as presented and read. CARRIED

Continued- Page 2

172. Bank Recs & Fin State: Chmil: That the bank reconciliations and financial statements for the month of October 2024 be approved as presented and read. CARRIED
173. Payments McCormick: That cheques #'s 4173 - 4183 and all other payments in the amount of \$30,919.09 be approved for payment. CARRIED
174. Invoices Chmil: That, due to the Canada Post Strike, we allow our CAO to make payments through EFT or E-Transfer, as needed. CARRIED
175. Corresp. Verbonac: That the correspondence reviewed and presented to these minutes, as per attached, be acknowledged. CARRIED
176. Nuisance McCormick: That our CAO send a letter to the owners of Lot 11, Block 3, Plan # P5206 stating that the addition on the back of their house must be removed as they did not apply for a development or building permit, as per bylaw. CARRIED
177. Adjourn: Ferster: That we now adjourn this meeting at 8:47pm CARRIED

Mayor

Chief Administrative Officer