

TOWN OF DUCK LAKE
REGULAR MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON
January 12, 2026

Present: Mayor: Jason Anderson
Councillor: Blake Cameron
Collin Fiolleau
Cassandra Smallchild
CAO: Amy Kalbfleisch
Advisor: Jim Puffalt
Absent: Councillor: Naomi Paintednose

CALL TO ORDER:

Mayor Anderson called the Meeting of Council to order at 4:27 PM.

001/2026

APPROVAL OF AGENDA:

ANDERSON/CAMERON: That the agenda be adopted with the addition of Budget Discussion.

-CARRIED-

CONFLICT OF INTEREST DECLARATIONS: NONE

DELEGATIONS: NONE

002/2026

ADOPTION OF MINUTES:

ANDERSON/SMALLCHILD: That the minutes from the Regular Meeting, December 8, 2025, be accepted as presented.

-CARRIED-

MATTERS ARISING FROM THE MINUTES: NONE

CONSENT AGENDA:

REPORTS OF EMPLOYEES, COMMITTEES, ADMINISTRATION:

Administrator Report
Mentor and Economic Development Report

FINANCIAL INFORMATION:

Detailed Statement of Financial Activities
Account Summaries/Balances
Bank Reconciliation – November all accounts

COMMUNICATIONS:

Community Safety Officer Report – November & December
TR District – Year to Date Occurrences & Total Incidences
Crime Stoppers: Fostering Safer Communities
SUMA Travel Fund Invoice
Provincial Traffic Safety Fund Grant Applications
Twin Rivers – Meeting Minutes – December 11, 2025

END OF CONSENT AGENDA

003/2026

CAMERON/SMALLCHILD: That the Consent Agenda be approved with the removal of Crime Stoppers: Fostering Safer Communities – correspondence.

-CARRIED-

- 004/20265 **ACCOUNTS FOR APPROVAL:**
 FIOLEAU/ANDERSON: That the list of accounts totaling \$131,040.48 – Ch # 4916-4928, in the amount of \$6,650.88, EFT payments in the amount of \$67,833.80, electronic payments in the amount of \$27,855.26 and payroll in the amount of \$28,700.54, be approved for payment.
-CARRIED-
- 005/2026 **UNFINISHED BUSINESS:**
Filter Remediation
 FIOLEAU/ANDERSON: That the Town of Duck Lake rescinds motion #234/2025 for filter remediation with JS Industries and accepts the proposal for filter inspection at a cost of \$4,800 plus applicable taxes.
-CARRIED-
- 006/2026 **Wastewater & Sewer Management Program**
 FIOLEAU/ANDERSON: That the Town of Duck Lake accepts the proposal for wastewater & sewer management program from JS Industries for a 1-year agreement in the amount of \$7,911.81 plus applicable taxes.
-CARRIED-
- 007/2026 **Landfill Project Progress Payment**
 CAMERON/SMALLCHILD: That the Town of Duck Lake approves Administration to transfer investment funds to the Affinity Maximizer account for a progress payment to Ruzkowski Enterprises Inc. for the Landfill Closure and Decommissioning Project in the amount of \$465,926.40 plus applicable taxes; funds will be returned to the investment account upon ICIP reimbursement.
-CARRIED-
- 008/2026 **Rink Rental Agreement & Arena Policy**
 FIOLEAU/SMALLCHILD: That the Town of Duck Lake hereby approves and authorizes Administration to implement the following amendments:
 (a) increase the daily rink rental fee to \$500 per day; and
 (b) permit the consumption of alcohol in designated areas, subject to the issuance of approved permits.
-CARRIED-
- 009/2026 **NEW BUSINESS:**
Crime Stoppers Donation
 FIOLEAU/ANDERSON: That the Town of Duck Lake approves a donation in the amount of \$200.00 to Crime Stoppers.
-CARRIED-
- 010/2026 **Municipal Revenue Sharing Grant – Declaration of Eligibility**
 ANDERSON/CAMERON: The Council of the Town of Duck Lake confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:
 • Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;
 • Submission of the 2024 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 Amy Kalbfleisch to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

-CARRIED-

011/2026

Wage Review

ANDERSON/CAMERON: That the Town of Duck Lake hereby establishes the following salary rates, effective the first pay period of 2026:

- Public Works Foreman at \$33.99 per hour;
- Administrative Assistant at \$28.85 per hour; and
- Chief Administrative Officer at \$36.00 per hour.

-CARRIED-

012/2026

Water Meter Quotes

FIOLLEAU/CAMERON: That the Town of Duck Lake proceeds with the purchase of water meters from Flocor in the amount of \$10,056.38 plus applicable taxes.

-CARRIED-

013/2026

Expense and Cost to Taxes

FIOLLEAU/CAMERON: That the Town of Duck Lake proceeds with the necessary steps to have the outstanding expenses and costs added to Tax Roll # 003 & 036, in accordance with *The Municipalities Act*.

-CARRIED-

014/2025

2026 Building Inspector Appointments

FIOLLEAU/CAMERON: That the Town of Duck Lake appoint the following individuals as 2026 Building Inspectors.

- Dale Wagner** – BOL035, Class 2
- Ryan Shepherd** – BOL0380, Class 3
- Jerry Wintonyk** – BOL0142, Class 1
- Ray Humenny** – BOL0635, Class 2R
- Ryan Paquette** – BOL314, Class 3
- Dwayne Williams** – BOL122, Class 2

-CARRIED-

015/2026

Western Municipal Consulting

FIOLLEAU/SMALLCHILD:

BOARD OF REVISION:

BOARD	<p>That pursuant to Subsection 220(1) of <i>The Municipalities Act</i>, the TOWN OF DUCK LAKE appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.</p> <p>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.</p>
SECRETARY	<p>That pursuant to Subsection 221(1) of <i>The Municipalities Act</i>, the TOWN OF DUCK LAKE appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.</p>

DEVELOPMENT APPEALS BOARD:

BOARD	<p>That pursuant to Subsection 214(1) of <i>The Planning and Development Act, 2007</i>, the TOWN OF DUCK LAKE appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh</p> <p>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.</p>
SECRETARY	<p>That pursuant to Subsection 216(3)(a) of <i>The Planning and Development Act, 2007</i>, the TOWN OF DUCK LAKE appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.</p>

MUNICIPAL BOARD OF APPEAL:

BOARD	<p>That pursuant to Subsection 365(1)(a) of <i>The Municipalities Act</i> the TOWN OF DUCK LAKE appoints Western Municipal Consulting Ltd. to manage the Municipal Board of Appeal process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Municipal Board of Appeal: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.</p> <p>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.</p>
SECRETARY	<p>That the TOWN OF DUCK LAKE appoints Nicole Hoskins with Western Municipal Consulting Ltd. as Secretary to the Municipal Board of Appeal for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.</p>

-CARRIED-

016/2026

Appendix Review

CAMERON/SMALLCHILD: That the Town of Duck Lake accept Appendix A – General Info for 2026 & B Council Appointments with the suggested changes for 2026.

-CARRIED-

017/2026

Budget Meeting

FIOLEAU/ANDERSON: That the Town of Duck Lake schedules a budget meeting for January 28, at 5pm.

-CARRIED-

ADJOURNMENT

018/2026

ANDERSON: That this meeting be adjourned.
THE MEETING ADJOURNED AT: 6:34 PM.

-CARRIED-

Mayor

Chief Administrative Officer