

TOWN OF DUCK LAKE
REGULAR MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON
JANUARY 6, 2025.

<u>Present:</u>	Mayor:	Jason Anderson
	Councilor:	Collin Fiolleau Naomi Paintednose Cassandra Smallchild Blake Cameron
	CAO:	Amy Kalbfleisch
	Advisor:	Jim Puffalt

DELEGATION:
4:30 – Richard Jackson – SAMA – Preliminary Values – via TEAMS

CALL TO ORDER:
Mayor Anderson called the Meeting of Council to order at 4:58 PM.

001/2025 **APPROVAL OF AGENDA:**
CAMERON/PAINTEDNOSE: That the agenda be adopted with the addition of: Revenue sharing, Budget discussion, Community Planning and Plough Schedule.
-CARRIED-

CONFLICT OF INTEREST DECLARATIONS:
None

DELEGATION:
5:00 – Prince Albert Rural Water Utility – information session

002/2025 **ADOPTION OF MINUTES:**
FIOLLEAU/PAINTEDNOSE: That the minutes from Regular Meeting December 11, 2024, and be accepted as presented.
-CARRIED-

MATTERS ARISING FROM THE MINUTES:

CONSENT AGENDA:
REPORTS OF EMPLOYEES, COMMITTEES,
ADMINISTRATION:
Administrator Report
Public Works Report

FINANCIAL INFORMATION:
Detailed Statement of Financial Activities
Account Summaries/Balances
Bank Reconciliation – all accounts for November 2024

COMMUNICATIONS:
RCMP Reports
Belle Pulses Ltd – P. Machibroda Engineering Ltd Letter
Workers’ Compensation Board – 2025 Rates

SAMA – A Look Ahead to 2025
SUMAssure December 31, 2024 to December 31, 2025 Premium Summary
ATAP – Site Visit / Report
Ministry of Agriculture – Prohibited, Noxious and Nuisance Weeds
Email – Josh Buniak – JS Industries – Jetting Report
Email – Ryan Gallerneault resignation

END OF CONSENT AGENDA

003/2025 FIOLEAU/SMALLCHILD: That the Consent Agenda be approved as presented.

-CARRIED-

004/2025 **ACCOUNTS FOR APPROVAL:**

PAINTEDNOSE/CAMERON: That the list of accounts totaling \$60,515.33 - Ch # 4699 - 4733, in the amount of \$29,967.03 and electronic payments in the amount of \$30,548.30 be approved for payment & 2025 January Month End Batch as follows:

Munisoft 2025 Equipment Maintenance - \$419.03
Munisoft 2025 Software Maintenance - \$5,827.50
SUMA 2025 Membership - \$1,711.43
SUMAssure 2025 Insurance Premium - \$84,115
SPSA Fire Dispatch 2025 - \$1,215.90
2025 Paymate Renewal - \$540.75
Western Municipal 2025 retainer - \$682.50
2025 Twin River Membership - \$200.00

-CARRIED-

UNFINISHED BUSINESS:**NEW BUSINESS:**

005/2025 **2025 Council Meeting Schedule**

FIOLEAU/SMALLCHILD: That the Town of Duck Lake adopt the 2025 Council Meeting schedule as presented.

-CARRIED-

006/2025 **Landfill Closure – 60% Detailed Design**

CAMERON/FIOLEAU: That the Town of Duck Lake accept the proposed 60% design with 2% slope as presented.

-CARRIED-

007/2025 **Council Appointment - RIC**

PAINTEDNOSE/SMALLCHILD: That the Town of Duck Lake remove Collin Fioleau as Council representative for the RIC and appoint Blake Cameron in his place.

-CARRIED-

008/2025 **Public Works Staffing**

FIOLEAU/CAMERON: That the Town of Duck Lake appoint James Martin as Public Works Foreman as of January 1, 2025, at the rate of \$33.00/ hour with an additional week of holidays.

-CARRIED-

- 009/2025 **Contract Water**
PAINTEDNOSE/SMALLCHILD: That the Town of Duck Lake contract Robert von Eschen for water duties at a rate of \$50.00/hour on a trial basis.
-CARRIED-
- 010/2025 **In Camera**
CAMERON/FIOLLEAU: That we go in camera pursuant to 120(2)(a) of *The Municipalities Act* and 16(1)(c) of *The Local Authority Freedom of Information and Protection of Privacy Act*. The time being 6:06 PM.
-CARRIED-

CAO left the room @ 6:06 PM
- 011/2025 **Out of Camera**
CAMERON/PAINTEDNOSE: That we come out of camera. The time being 6:19 PM.
-CARRIED-

CAO returned to the room @ 6:19 PM
- 012/2025 **Wage Review**
SMALLCHILD/CAMERON: That the Town of Duck Lake establish salaries for Chief Administrative Officer at a rate of \$33.00/hour and Administrative Assistant at the rate of \$28.00/hour.
-CARRIED-
- 013/2025 **Appendix Review**
PAINTEDNOSE/SMALLCHILD: That the Town of Duck Lake accept Appendix A – General Info for 2025 & B Council Appointments with the suggested changes for 2025.
-CARRIED-
- 014/2025 **Municipal Revenue Sharing Grant – Declaration of Eligibility**
PAINTEDNOSE/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 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; andThat we authorize Amy Kalbfleisch to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.
-CARRIED-
- 015/2025 **Special Meeting Budget**
CAMERON/SMALLCHILD: That the Town of Duck Lake hold a Special Meeting for Budget discussion on January 27, 2025 @ 4:30pm.
-CARRIED-

016/2025 **2025 Public Meeting**
PAINTEDNOSE/SMALLCHILD: That the Town of Duck Lake hold a Public Meeting in April 2025.
-CARRIED-

017/2025 **ADJOURNMENT**
ANDERSON: That this meeting be adjourned.
THE MEETING ADJOURNED AT: 7:29 PM.
-CARRIED-

Mayor

Chief Administrative Officer