

**TOWN OF DUCK LAKE**  
**REGULAR MEETING OF COUNCIL**  
**HELD IN COUNCIL CHAMBERS ON**  
**WEDNESDAY January 8th, 2020.**

Present: Mayor: Donna Piche  
Councillor: Thomas Gamble

Blake Cameron  
Christopher Gamble-REGRETS.  
Jade Penner.-REGRETS.  
Jeannine Piche-REGRETS.  
Anne-Marie Smith  
Administrator: Michelle Zurakowski

**CALL TO ORDER:**

The Regular Meeting of Council was called to order at 7:00 p.m.

**DELEGATIONS:** - None.

**STAFF REPORTS:** - Forman Report and Admin. Report.

1/2020

CAMERON /GAMBLE.T: That we accept the staff reports.  
- CARRIED –

2/2020

**MINUTES:**  
CAMERON, / SMITH: That the minutes of the regular meeting of Council for December 10th, 2019 be accepted as presented and approved.  
- CARRIED -

**CONSENT AGENDA ITEMS:**  
**REPORTS:**

**FINANCIAL STATEMENT & BANK RECONCILIATIONS:**

**CORRESPONDENCE:**

- Library board minutes.
- NCTPC minutes.
- Hudson Bay Route.
- Conflict of interest.

**ACCOUNTS PAYABLE:** Totalling \$22,867.63, 29,848.17 and \$285,405.44.

3/2020

CAMERON/ GAMBLE: T: That the Consent Agenda items be accepted as presented. -CARRIED-

**OLD BUSINESS:**

- fencing.
- RM update x 3.
- potash/spreader.
- shop roof.
- Arena schedule.
- Bylaw enforcement.
- Road closure.
- pest control update.
- Laptop update.
- AMRS.

- Hudson Energy.
- waste options.
- Insurance renewal- email Anna.
- revisit credit card acceptance.
- meetings.

**NEW BUSINESS:**

- New ICIP funding intake.
- Jeannine Piche letter.
- New hire.
- Audit engagement.
- Security standard program- Munisoft.
- Neptune.
- SGI/Fire suppression bylaw.
- Appendix A.
- Appendix B.
- Admin. Bond- AON.
- Public disclosure statements.
- 2020 salary review.
- Foreman holidays
- Betty – records.
- January 22<sup>nd</sup> office closure – 1- 4
- Block 1 lane
- Bylaw 2019-06
- Bylaw 2019-07
- Bylaw 2019-08
- TCA policy
- PID policy
- TE policy
- General Office Services Policy
- Complaint Policy
- Water/sewer repair policy
- Annual waterworks policy
- Bylaw 2019-12
- Bylaw 2019-14
- Exceptional water billing policy
- Bylaw 2019-10
- Bylaw 2019-13
- Monthly water review
- New hookups bylaw/policy
- Bylaw 2019-09
- Bylaw 2019-11
- Utility policy

**4/2020 ROAD CLOSURE**

CAMERON / SMITH: That, the Town approve the partial closure of the original road allowance and tie-code with Parcel GA, Plan No. 101664277 and with Parcel A, Plan No. 67PA09441 in the SW1/4 Section 3, Township 44, Range 2, West of the 3<sup>rd</sup> Meridian as shown on the Plan of Proposed Subdivision prepared by J.S. Redding, SLS, and that a municipal reserve of .105ha be approved for this subdivision.

-CARRIED-

**2020 WEBSITE C.CARD**

GAMBLE, T / SMITH: That the Town set up credit card acceptance through the Town website with the understanding that there will be no cost to the Town beyond the initial setup.

-CARRIED-

- 6/2020 2020 MEETINGS  
CAMERON; / GAMBLE, T: That resolution #288/19 be rescinded and that the 2020 Council meetings be monthly and be scheduled for the 2<sup>nd</sup> Wednesday of the month with the following exception: that the November meeting be Tuesday, November 10<sup>th</sup>.  
-CARRIED-
- 7/2020 NEPTUNE  
SMITH; / GAMBLE, T: That the Neptune hardware and software quote not be paid as we paid Florcor for the online software and the hardware repairs, if needed, would be less than the quote.  
-CARRIED-
- 8/2020 APPENDIX B  
CAMERON; / SMITH: That Appendix B, being 2020 appointments, be approved as presented.  
-CARRIED-
- 9/2020 SALARIES  
GAMBLE.T; / SMITH: That the Foreman, Administrator and Admin. Assistant get a 2020 2% salary increase retroactive to the first 2020 pay period.  
-CARRIED-
- 10/2020 CLOSURE  
GAMBLE.T; / CAMERON: That the office be closed January 22<sup>nd</sup> from 1-4pm.  
-CARRIED-
- 11/2020 BYLAW 2019-06  
CAMERON / SMITH: That BYLAW #2019-06, a bylaw to set general penalties, be given a first reading at this meeting and be approved as read.  
-CARRIED-
- 12/2020 BYLAW 2019-06  
CAMERON / SMITH: That BYLAW #2019-06, a bylaw to set general penalties, be given a second reading at this meeting and be approved as read.  
-CARRIED-
- 13/2020 BYLAW 2019-06  
CAMERON / GAMBLE,T,: That BYLAW #2019-06, a bylaw to set general penalties, be given a third and final reading at this meeting.  
-CARRIED-
- 14/2020 BYLAW 2019-06  
CAMERON / SMITH: That BYLAW #2019-06, a bylaw to set general penalties, be given a third and final reading at this meeting and be approved as read.  
-CARRIED-
- 15/2020 BYLAW 2019-08  
SMITH. / CAMERON: That BYLAW #2019-08, a bylaw to set an assessment appeal fee, be given a first reading at this meeting and be approved as read.  
-CARRIED-
- 16/2020 BYLAW 2019-08  
SMITH. / CAMERON: That BYLAW #2019-08, a bylaw to set an assessment appeal fee, be given a second reading at this meeting and be approved as read.  
-CARRIED-
- 17/2020 BYLAW 2019-08  
GAMBLE.T; / CAMERON: That BYLAW #2019-08, a bylaw to set an assessment appeal fee, be given a third and final reading at this meeting.  
-CARRIED-

- 18/2020 BYLAW 2019-08 GAMBLE.T; / CAMERON: That BYLAW #2019-08, a bylaw to set an assessment appeal fee, be given a third and final reading at this meeting and be approved as read.  
-CARRIED-
- 19/2020 TCA POLICY GAMBLE.T. / CAMERON: That the Tangible Capital Asset be approved as read.  
-CARRIED-
- 20/2020 PID POLICY SMITH. / GAMBLE,T: That the Property Information Disclosure policy be approved as read.  
-CARRIED-
- 21/2020 TE POLICY SMITH / CAMERON: That the Tax Enforcement policy be approved as read.  
-CARRIED-
- 22/2020 GOS POLICY SMITH. / PICHE.J: That the General Office Services policy be approved as read.  
-CARRIED-
- 23/2020 COMPLAINTPOLICY GAMBLE.T. / CAMERON: That the Complaint policy be approved as read.  
-CARRIED-
- 24/2020 W/S REPAIR SMITH. / CAMERON: That the Water and Sewer Repair policy be approved as read.  
-CARRIED-
- 25/2020 WATERWORKS GAMBLE,T;/ CAMERON: That the Annual Waterworks policy be approved as read.  
-CARRIED-
- 26/2020 W/S RATES SMITH. / GAMBLE, T: That BYLAW #2019-09, a bylaw to set water and sewer rates, be given a first reading at this meeting and be approved as read.  
-CARRIED-
- 27/2020 W/S RATES SMITH. / GAMBLE, T: That BYLAW #2019-09, a bylaw to set water and sewer rates, be given a second reading at this meeting and be approved as read.  
-CARRIED
- 28/2020 W/S RATES SMITH. / CAMERON: That BYLAW #2019-09, a bylaw to set water and sewer rates , be given a third and final reading at this meeting.  
-CARRIED-
- 29/2020 W/S RATES SMITH. / CAMERON: That BYLAW #2019-09, a bylaw to set water and sewer rates , be given a third and final reading at this meeting and be approved as read.  
-CARRIED
- 30/2020 W/S MANAGE SMITH. / GAMBLE, T: That BYLAW #2019-11, a Water and Sewer Management Bylaw, be given a first reading at this meeting and be approved as read.  
-CARRIED-

- 31/2020 W/S MANAGE SMITH. / GAMBLE, T: That BYLAW #2019-011, a Water and Sewer Management Bylaw, be given a second reading at this meeting and be approved as read.  
-CARRIED
- 32/2020 W/S MANAGE SMITH. / CAMERON: That BYLAW #2019-11, a Water and Sewer Management Bylaw, be given a third and final reading at this meeting.  
-CARRIED-
- 33/2020 W/S MANAGE SMITH. / CAMERON: That BYLAW #2019-11, a Water and Sewer Management Bylaw, be given a third and final reading at this meeting and be approved as read.  
-CARRIED
- 34/2020 UTILITY POLICY SMITH. / CAMERON: That the Utility Policy be approved as read.  
-CARRIED-

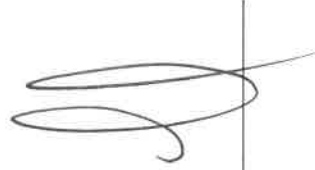
**PERMITS:** None

**ADJOURNMENT:**

GAMBLE, T: That this meeting be adjourned.

THE MEETING ADJOURNED AT 8:50 p.m.

  
Mayor

  
Administrator