

TOWN OF DUCK LAKE
REGULAR MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON
MARCH 13, 2024.

Present:

Mayor: Bonnie Guigon
Councillor: Blake Cameron
Marcel Baynton
Lauriel Magnusson
Ivan Doering

Acting Administrator: Amy Kalbfleisch
Administrative Assistant: Karen Jantzen

CALL TO ORDER:

The Meeting of Council was called to order by Mayor Guigon at 4:26 p.m.

CONFLICT OF INTEREST DECLARATIONS:

Councillor Magnusson declared a conflict of interest re: FCC AgriSpirit Grant as she is on the museum board.
Councillor Doering declared a conflict of interest re: Accounts Payable as his son is a vendor on the payable listing.
Councillor Baynton declared a conflict of interest re: Accounts Payable as he is a vendor on the payable listing.
Mayor Guigon declared a conflict of interest re: Arena Canteen as the applicant is a family member.

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APPROVAL OF AGENDA:

CAMERON/MAGNUSSON: That the agenda be approved with the addition of "SUMA" and "Affinity Credit Union" to new business.

-CARRIED-

DELEGATIONS:

Marilyn Francis re: property damage – 4:30pm
Neil Forseille re: charging for call outs through insurance 4:45 pm
Donna Dumont re: ball diamond donation – 5:00pm

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ADOPTION OF MINUTES:

MAGNUSSON/DOERING: That the minutes of the Regular and Special Meetings of Council held on February 14, 2024, February 16, 2024 & March 1, 2024, be accepted as presented and approved.

-CARRIED-

REPORTS OF EMPLOYEES, COMMITTEES, ADMINISTRATION

-Foreman Reports – Foreman in attendance.

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ACCOUNTS FOR APPROVAL:

MAGNUSSON/CAMERON: That the list of accounts paid, Chq# 4304-4332 for \$50,662.30 and electronic payment of payroll and utilities for \$9124.85, totaling \$59,987.15 be approved as presented.

-CARRIED-

CORRESPONDENCE:

- 243/2024 **Water account adjustment – 445 4TH ST**
MAGNUSSON/DOERING: That the Town of Duck Lake forgive the March billing of \$130.
- 244/2024 **-CARRIED-**
Cummins – Planned Maintenance Quote
MAGNUSSON/CAMERON: That the Town approve the 3-year maintenance agreement of \$6603.40, with Cummins.
- 245/2024 **-CARRIED-**
Marilyn Francis – Property Damage
MAGNUSSON/CAMERON: That the Town provide a letter to Marilyn Francis, thanking her for her presentation to council. With recommendation that she contact her insurance company in regards to the damage to the property.
- 246/2024 **-CARRIED-**

UNFINISHED BUSINESS:

- 246/2024 **Office Steps**
GUILGON/BAYNTON: That the Town contact Remi Martin to be a delegate at the next council meeting to advise Council of the step design and plans.
- 247/2024 **-CARRIED-**
Budget Discussion
GUILGON/CAMERON: That Council set an additional Council meeting for March 25, 2024. @ 4:30pm.
- 248/2024 **-CARRIED-**
Arena Canteen
MAYOR GUILGON declared a conflict of interest and left the room @ 6:38pm – returned 6:47 pm
MAGNUSSON/ DOERING: That the Town not accept the proposal of free rent and that the rental terms remain as in previous communication.
- 249/2024 **-CARRIED-**
Public Works – Asst. Foreman, certification
MAGNUSSON/BAYNTON: That the Town cover the cost of one rewrite, to be taken prior to June 15, 2024, by the Town Assistant Foreman. If he does not pass the exams, arrangements will need to be made to reimburse the town for the cost of the exams. Any further attempts will be at employee cost.

NEW BUSINESS:

- 250/2024 **Letter of Support**
GUILGON/BAYNTON: That the Town provide a letter of support to the PA Chuck Wagon Association for the 2024 season.
- 251/2024 **-CARRIED-**
FCC AgriSpirit Grant – Museum
COUNCILOR MAGNUSSUN declared a conflict of interest and left the room @ 7:27pm – returned 7:29pm.
GUILGON/BAYNTON: That the Town partner with the RIC to apply for the FCC AgriSpirit grant.
- 252/2024 **-CARRIED-**
Interim Contract – Betty Fiolleau
GUILGON/MAGNUSSON – That Council agrees to renew Betty Fiolleau’s contract with no end date and the clause-stating end of contract by either party with one weeks’ notice.

253/2024 **Appeals Board Resolution**
MAGNUSSON/ CAMERON:

MUNICIPAL BOARD OF APPEAL:

BOARD	<p>That the TOWN OF DUCK LAKE appoints Western Municipal Consulting Ltd. to manage the Municipal Board of Appeal 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 Municipal Board of Appeal: Dave Gurnsey, Dave Thompson, Donna Rae Zadvoyny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunrinde, Maureen Jickling, Jamie Tieszen, Stu Hayward, Pam Malach, Barry Clark, Corey Zaharak, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Corolnick, 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 Kara Lindal with Western Municipal Consulting Ltd. as Municipal Board of Appeal for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kara Lindal 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.</p>

DEVELOPMENT APPEALS BOARD:

BOARD	<p>That the TOWN OF DUCK LAKE 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: Dave Gurnsey, Dave Thompson, Donna Rae Zadvoyny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunrinde, Maureen Jickling, Jamie Tieszen, Stu Hayward, Pam Malach, Barry Clark, Corey Zaharak, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Corolnick, 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 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.</p>

254/2024 **-CARRIED-**

Appoint new Acting Admin.
BAYNTON/DOERING: That Council appoint Amy Kalbfleisch as Acting Administrator for the Town of Duck Lake, effective March 13, 2024.

255/2024 **-CARRIED-**

Signing Authority
GUIGON/BAYNTON: That Acting Administrator Amy Kalbfleisch be added as signing authority to all Town of Duck Lake accounts.

256/2024 **-CARRIED-**

ADJOURNMENT
CAMERON: That this meeting be adjourned.
THE MEETING ADJOURNED AT: 7:51 PM.

Mayor Acting Administrator