

**Minutes from the Regular Meeting of
The Duck Bay Community Council held on
Tuesday December 13, 2011 at 4:30 PM**

Attendance:	Elaine Ferland	Mayor
	Julian Boucher	Deputy Mayor
	Charlene Chartrand	Councillor
	Louie Genaille	Councillor
	Keith Sanderson	Councillor
	Matthew Parenteau	CAO
Guests:	Laurie Maynard	ANA
	Albert Sandberg	ANA
Excused Absence:	John Parenteau	Councillor
Unexcused Absence:	Charlotte Boucher	Councillor

Meeting Called To Order – Elaine Ferland – Chair – 4:44 PM

Resolution #356 – 11/12

Approval of Agenda

Moved By: Charlene Chartrand

Seconded By: Julian Boucher

Whereas: The agenda for today's meeting has been presented and reviewed.

Be It Resolved That: The agenda is approved as presented with 1 addition.

Carried.

Resolution #357 – 11/12

Approval of Minutes from Last Meeting(s)

Moved By: Louie Genaille

Seconded By: Charlene Chartrand

Whereas: The minutes from meetings held on November 8, 15, 21, 23 and December 2 have been circulated and reviewed.

Be It Resolved That: The minutes have been read and are approved as circulated.

Carried.

Topic Discussed – Employees

- Employees must submit requests for leave in advance to taking any holidays or leave paid or unpaid.
- Any employee requesting two or more days must be brought to a meeting.

Resolution #358 – 11/12

Bruce Monchka – Backup

Moved By: Louie Genaille

Seconded By: Julian Boucher

Whereas: Delmer Kipling has requested leave from December 19th until January 3rd.

And Whereas: A backup is needed to fill in for Delmer.

And Whereas: Sidney Parenteau has indicated to Council that commitments with the water plant and other outstanding commitments make him unavailable to fill in for Delmer.

Be It Resolved That: Bruce Monchka, Public Works Assistant under the Building Independence Program is available to fill in for Delmer while he is away for the dates outlined.

Carried.

Topic Discussed – Aboriginal and Northern Affairs

- Consultants; Council needs to pull away from dealing one on one with consultants.

Topic Discussed – Community Hall

No decision necessary

Resolution #359 – 11/12

Reading and Approval of Financial Report

Moved By: Louie Genaille

Seconded By: Charlene Chartrand

Whereas: The financial records for the month of November, as at December 13, 2011 have been presented and reviewed.

Be It Resolved That: The financial reports have been approved as presented.

Carried.

Resolution #360 – 11/12

Recurring Bills

Moved By: Julian Boucher

Seconded By: Charlene Chartrand

Whereas: The Council has incurred \$3,940.98 in bills of a recurring nature for the month of December 2011.

Be It Resolved That: The recurring bills have been approved for payment to all corresponding vendors as per attached list.

Carried.

Resolution #361 – 11/12

New Bills

Moved By: Louie Genaille

Seconded By: Charlene Chartrand

Whereas: The Council has incurred \$10,142.02 in expenses for the daily operation of Council business.

Be It Resolved That: The new bills have been reviewed and approved for payment to all corresponding vendors as per attached list.

Further Be It Resolved That: Invoice received from Campbell's Construction in the amount of \$703.50 has been put on hold until Matthew can get clarification on the invoice.

Carried.

Resolution #362 – 11/12

Water Treatment Plant – Control Panel

Moved By: Louie Genaille

Seconded By: Charlene Chartrand

Whereas: Council is in receipt of a quote from Keywin Industries for the replacement of the Corix control panel at the water treatment plant.

And Whereas: The control panel is a necessital operational tool for the proper functionality of the water treatment plant.

And Whereas: It is priority Council pays for the replacement of the panel.

Be It Resolved That: The panel has been approved for payment as per the attached quotation in the amount of \$8,550.50.

Further Be It Resolved That: Following payment a request for reimbursement will be sent to ANA.

Carried.

Topic Discussed: Employee wages

- Discussion no decision necessary.

Topic Discussed: Community Hall

- TABLED – No decision necessary

Resolution #363 – 11/12

Fire Truck

Moved By: Julian Boucher

Seconded By: Louie Genaille

Whereas: The fire truck has had some defects that need to be corrected.

Be It Resolved That: The fire truck needs to be sent in for repairs. Arrangements will be made with Formo Motors to have the repairs completed.

Carried.

Resolution #364 – 11/12

Sidney & Delmer – Manitoba Water School

Moved By: Julian Boucher

Seconded By: Louie Genaille

Whereas: Correspondence has been received regarding the Manitoba Water Stewardship training that will take place at Red River College in Winnipeg.

And Whereas: As part of their job descriptions Sidney and Delmer are required to obtain the training.

Be It Resolved That: Sidney and Delmer will be enrolled in the course which will be run from February 27th – March 2nd.

Further Be It Resolved That: All expenses incurred will be requested for financial assistance from ANA.

Carried.

Presentation: Recreation Committee

- Presented their constitution and management plan to Council
- Informational – No decision necessary.

Resolution #365 – 11/12

Fire Truck Invoice

Moved By: Louie Genaille

Seconded By: Charlene Chartrand

Whereas: An invoice for repairs to the fire truck has been received from Formo Motors in the amount of \$3,732.54.

And Whereas: An email of commitment has been received from Murray Jackson has been received indicating a promise to purchase six breathing apparatus units for the Fire Department.

Be It Resolved That: The invoice for the fire truck has been approved for payment.

Further Be It Resolved That: The email from Murray has been accepted and will be sent to the department for approval for the equipment.

Carried.

Resolution #366 – 11/12

Cost Estimate – Malcolm Electrical

Moved By: Louie Genaille

Seconded By: Charlene Chartrand

Whereas: A cost estimate to do repairs on lighting at the community garage has been received from Malcolm Electrical in the amount of \$920.80.

Be It Resolved That: The estimate has been approved for completion.

Carried.

Resolution #367 – 11/12

Delmer Kipling – Request for Leave

Moved By: Louie Genaille

Seconded By: Keith Sanderson

Whereas: Delmer Kipling has submitted a request for leave to Council to use some vacation time.

Be It Resolved That: Delmer's request for leave from December 19th – January 2nd has been approved.

Carried.

Resolution #368 – 11/12

Matthew Parenteau – Request for Leave

Moved By: Louie Genaille

Seconded By: Charlene Chartrand

Whereas: Matthew Parenteau has submitted a request for leave to Council to use some vacation time.

Be It Resolved That: Matthew's request for leave from December 21st to January 9th has been approved.

Carried.

Topic Discussed: Julian Boucher

- No decision necessary

Resolution #369 – 11/12

Christmas

Moved By: Julian Boucher

Seconded By: Charlene Chartrand

Whereas: There is a need to complete the payroll for all employees prior to Matthew's vacation commencing.

Be It Resolved That: Payroll will be completed on December 19th to allow for proper processing during the bank holidays around Christmas and to accommodate Matthew with his vacation time.

Carried.

Resolution #370 – 11/12

Request for Leave – Recreation Director

Moved By: Louie Genaille

Seconded By: Charlene Chartrand

Whereas: The Recreation Director Richard Genaille has submitted a request for leave to Council for unpaid days off.

And Whereas: Richard has requested the following days off; Monday, Tuesday, Wednesday.

Be It Resolved That: The requested unpaid days off have been approved for the Recreation Director.

Carried.

Resolution #371 – 11/12

Invitation to Meeting

Moved By: Charlene Chartrand

Seconded By: Julian Boucher

Whereas: There is a need to gather information on a Community Development Corporation and an Economic Development Officer.

Be IT Resolved That: An invitation will be sent to Devon from ANA to attend the next Regular Meeting.

Carried.

Resolution #372 – 11/12

Fine Option Program

Moved By: Louie Genaille

Seconded By: Julian Boucher

Whereas: There is a need to establish the fine option program in the community

Be It Resolved That: Matthew will make arrangements to take the training so that the program can be offered to community residents.

Carried.

Correspondence:

- Letter from MMF: Application that was submitted to the NWMC for funding had got rejected.
- Letter from Faron Cook: Response to letter that was sent regarding the Northern Links Workshop.
- Letter from Lighthouses: Application had been received, indicating that no new funding is available at this time.

Topic Discussed: Rental Agreements

- TABLED to next Regular Meeting. An invitation will be sent out to all departments to meet with Council to negotiate agreements.

Resolution #373 – 11/12

Adjournment: 7:10 PM

Moved By: Julian Boucher

Seconded By: Louie Genaille

Whereas: Council has met and dealt with all agenda items accordingly.

Be It Resolved That: The meeting has been adjourned at above noted time and Council will reconvene for the **Scheduled Regular Meeting on January 10th 2012 at 4:30 PM.**

Carried.

Signature of Mayor / Deputy Mayor

Signature of Administrator