



MINUTES GEORGETOWN TOWN COUNCIL

Monday
April 20th, 2015

Mayor Lewis Lavandier
Deputy Mayor Wade Williams
Councillor Allan Gallant
Councillor Michael Gallant
Councillor Faye McQuillan
Councillor Toby Murphy
Councillor Mark Stephen
CAO Tonya Cameron



The regular monthly meeting of the Georgetown Town Council was held in the Council Chambers on 4/20/2015, at 7:00 p.m.

Council Attendance: Mayor Lewis Lavandier
Councillor Allan Gallant
Councillor Michael Gallant
Councillor Faye McQuillan
Councillor Toby Murphy
Councillor Mark Stephen

Regrets: Deputy Mayor Wade Williams

Gallery Attendants: None

1. Call to Order

Mayor Lewis Lavandier called the meeting to order at 7:00 p.m.

2. Approval of Agenda: 4/20/2015

Moved for approval by Councillor F. McQuillan.
Seconded by Councillor M. Stephen. Motion Carried.

2.1. Additions to Agenda –

Notice of Motion to release funds to the Three Rivers Sportsplex by Councillor A. Gallant.

2.2. Conflict of Interest Provision

Part V1, Section 23 of the *PEI Municipalities Act*, which maintains that no member of Council shall derive any profit or financial advantage from his/her position as a member of Council and, where a member of Council has any pecuniary interest in or is affected by any matter before the Council, shall declare his/her interest therein and abstain from voting and discussion thereon.

None.

2.3. Be advised that we are recording these proceedings; If anyone else is recording we would ask that you please declare same. **None.**

3. Business/Presentations from the Floor: Vicky & Charles Mahar.

Mayor Lavandier called upon Vicky & Charles Mahar. Residents Vicky & Charles Mahar presented a verbal request to have portion of East Street in front of their home paved.

Mayor Lavandier advised that Councillor W. Williams did get a quote for approximately \$31,000 last year. It has been an ongoing issue, but unfortunately we had several setbacks earlier in the year including rink upgrades that were required in order to operate, a month or so ago we found out about roof upgrades that are affecting the structural integrity of the building and just recently the paving in front of the doors of the fire dept. that were all unexpected costs that have to be dealt with right away.

Councillor A. Gallant explained that this Street is in our long term planning program, but that culverts and ditching have to be done at the same time as the paving. We just don't have it in the budget this year to do it.

Mr. & Mrs. Mahar asked when it will be done, as they are community people and tax payers in the community. They expressed their concerns that they have been waiting for 20 years and another section of road up above was done first last year.

Mayor Lavandier and Councillor A. Gallant explained that the higher road does have to be completed first as per storm water management plan as the water does run down from above.

Mrs. & Mr. Mahar requested better treatment as they have been putting the request in every year for over 20 years.

Mayor Lavandier explained that storm water management and paving does have to be done in stages.

Mr. Mahar said that was understandable. Mrs. Mahar asked to be put on record that she does not agree with some of the spending done with the Town budget and advised she feels it could be prioritized a little bit better.

Mayor Lavandier thanked them for their presentation, advised he feels Council is above board with their spending and that Council is trying to spend the best they can for the Town.

Further discussion ensued regarding an expense of up to \$10,000 for Seniors video and Mr. & Mrs. Mahar's disappointment with this expense. Councillor F. McQuillan and Mayor Lavandier both discussed same with residents Mr. & Mrs. Mahar.

Mayor Lavandier thanked them for their presentation and advised if Council can do anything within the budget in the future to get this done it will be looked at. Mr. & Mrs. Mahar thanked Council for their time and hoped to have their road looked after as soon as possible and left the meeting.

General discussion of Council regarding spending and need to prioritize projects and complete emergency projects as required and see how much they cost at their

completion. General discussion regarding the cost of last budgets' senior's video and Councillor F. McQuillan noted that \$2500 came as a grant from the Province.

4. Minutes:

Council Meeting(s):

4.1. March 16th, 2015 Regular Council Meeting;

4.2. Adoption and Business thereof.

- **Moved for adoption by Councillor A. Gallant that the minutes of the March 16th, 2015 Regular Council Meeting be adopted as presented with the addition that it be noted that Councillor M. Stephen was absent, seconded by Councillor M. Stephen. Motion Carried.**

4.3. March 26th, 2015 Special Budget Meeting;

4.4. Adoption and Business thereof.

- **Moved for adoption by Councillor A. Gallant that the minutes of the March 26th, 2015 Regular Council Meeting be adopted as presented, seconded by Councillor F. McQuillan. Motion Carried.**

4.5. March 30th, 2015 Special Budget Meeting;

4.6. Adoption and Business thereof.

- **Moved for adoption by Councillor A. Gallant that the minutes of the March 30th, 2015 Regular Council Meeting be adopted as presented, seconded by Councillor F. McQuillan. Motion Carried.**

Mayor Lavandier advised he would like to discuss the March 30th Special Budget meeting further during New Business.

5. Financial Statements (Unaudited)

5.1. General Operating Account-to March 31st, 8th, 2015

- **Moved for approval as presented by Councillor A. Gallant, Seconded by Councillor M. Stephen. Motion Carried.**

5.2. Sewer Corporation-to March 31st, 2015

- **Moved for approval as presented by Councillor A. Gallant, Seconded by Councillor M. Stephen. Motion Carried.**

Councillor A. Gallant asked CAO some general questions regarding Net Income line of Comparative Budget not actually reflecting net income. CAO explained we do not have a budget line item for the a/p brought forward from 2014, so that number is not showing up on the Simply Statement.

6. Outstanding Expenditures (preliminary & supplementary list)

- **Moved by Councillor A. Gallant for approval to pay all outstanding expenditures as funds become available, seconded by M. Stephen. Motion Carried.**

CAO gave brief explanation that format of the list of outstanding expenditures has changed slightly to more accurately match the groups as shown in actual budget.

7. List of Correspondence from March 17th to April 20th, 2015:

- 7.1. Rural Beautification Society: re: Inquiry for Financial Assistance; **No Action Required as Councillor W. Williams has agreed to pay out of beautification budget.**
- 7.2. Rural Beautification Society: re: Invite free workshop; **No Action Required.**
- 7.3. Island Tourism East: re: 2015 Annual General Meeting; **No Action Required.**
- 7.4. Dept. of Canadian Heritage: re: Locals Festivals Funding Program; **No Action Required.**
- 7.5. MPWWA: re: Spring Training schedule; **No Action Required.**
- 7.6. Federation of PEI Municipalities: re: letter on strengthening Municipality; **Action Required.**
- 7.7. Federation of PEI Municipalities: re: change of date and communities; **No Action Required.**
General discussion regarding FPEIM semi annual meeting and annual meeting dates one falling on a Monday and one falling on a Saturday. General discussion as this one is on a Monday most working Councillors are unable to attend.
 - **Moved by Councillor M. Gallant that the Town pay for up to 3 seats at the next Federation of PEI Municipalities meeting, seconded by Councillor A. Gallant. Motion Carried.**
- 7.8. Canada Revenue Agency: re: update on GST return filing; **No Action Required.**
- 7.9. Fisheries and Aquaculture: re closing file on Three Rivers Sportsplex Upgrades; **No Action Required.**
- 7.10. Eastern PEI Chamber of Commerce: re: Best Practices for your business; **No Action Required.**
- 7.11. Peter Llewellyn: re: Slogans; **No Action Required.**
- 7.12. IPAC newsletter: re: Learning path Program; **No Action Required.**
- 7.13. Eastern PEI Chamber of Commerce: re: all candidate meetings; **No Action Required.**
- 7.14. James Schafer: re: Hello from Coromandel; **No Action Required.**
- 7.15. Melvin Ford: re Georgetown Port letter of support request; **Action Required.**
 - **Moved by Councillor A. Gallant to send a letter of endorsement in support of the G.P.I. application to ACOA, seconded by Councillor M. Stephen. Motion Carried.**
- 7.16. Bobbi Jo Maclean: re: Scholarship Fund; **No Action Required.**

General discussion. Deferred letters of support until further information or presentation from Bobbi Jo MacLean.

- 7.17. Vicky Mahar: re: Letter requesting pavement on road close to her home; **Action Required.**
see presentation(s) from the floor section 3 to council.
- 7.18. FPEIM: re: letter and information from FPEIM President Bruce MacDougall; **No Action Required.**
- 7.19. Christina Giffen: re: Invitation to become champion of the TC trail; **No Action Required.**
- 7.20. Eastern Chamber of Commerce: re: Crash Course in Graphic Design; **No Action Required.**
- 7.21. Georgetown Harbour Authority: re: request for additional culvert; **Action Required.**
General discussion regarding who to send letter to and site visit from Mayor Lavandier and separate visit by Councillor M. Gallant. Unable to see where the snow is melting and doesn't appear to be undermining the wharf. General agreement to have further discussion with Georgetown Harbour Authority to request to have a further meeting to see exactly what the issue/problem is and then possible letter to Province as follow up.

8. Committee Reports

- 8.1. **Finance, Government Relations - Mayor Lewis Lavandier, Chair:** Mayor Lavandier submitted the following verbal report:
Monthly Meeting – April 2015

I don't have a formal report tonight. I have had a lot going on this week and didn't have time to put together a report.

Tonya and I had a couple of meetings. One of them was with Cardigan regarding setting up a meeting with the Chairs and CAOs of the 7 communities to address any of the questions and concerns Councils may have going forward. This is to take place after the election. We also had a tour of their beautiful facility.

*Respectively Submitted,
Lewis Lavandier, Mayor*

Motion(s) from Report: None

- 8.2. **Beautification, Civic Center, Public Works & Utilities and S.T.E.P. – Councillor Wade Williams Committee Chair:**

Councillor Wade Williams sent his regrets.

Motion(s) from Report: None

- 8.3. **Community Events & Promotion, Community Heritage and Seniors Affairs - Councillor Faye McQuillan, Committee Chair:** Councillor McQuillan submitted the following written report:

Seniors Affairs: Trying to keep the seniors busy, we are having a Craft a Week every Wednesday night. We have done Knitting, Bingo and Line Dancing so far. We had 19 in attendance for the Line Dancing so we are going to keep that one for a few weeks.

Lorraine Vatcher, the instructor for the Leap program gave us a picture that her class in Belfast did. I purchased a frame and when it arrives I will hang it in the Town office.

There is a proposal for a Community Gardens in your packages this month. Sue Yoshikawa is working on this with me and we are waiting for conformation from Judy Butler, Senior's Housing for the go ahead.

We are going to have to start working on summer days. I will be calling a meeting on next Monday evening to get things started.

*Respectively Submitted,
Faye McQuillan, Councillor*

Motion(s) from Report:

- **Moved by Councillor A. Gallant to adopt Councillor F. McQuillan's report as presented, seconded by Councillor M. Stephen. Motion Carried.**

- 8.4. **E.P.E.I. Municipal Coalition, Three Rivers Heritage Rivers Committee and Youth and Recreation – Councillor Mark Stephen, Committee Chair:** Councillor M. Stephen submitted the following written report:

E.P.E.I. Municipal Coalition: They have not had any meetings.

Three Rivers Heritage: The next meeting will be in Georgetown, waiting to hear back from the group for the date. They generally meet semi-annually.

Youth & Recreation: I attended a Project Y Group Meeting on April 11th, 2015. There was about 35 in attendance that night. Unfortunately there were only 3

adults, same three that have been there all along. All were behaving well. The Group advised they were in need of funding and I have since released \$1,000 out of the 2015 Project Y Operational Budget to them.

I advised the group, that since Project Y was not able to re-coop the funds to repair the broken rink door, the repair monies will be taken out of their equipment budget in the amount of \$441.98. It would not be fair to have the rink's budget be responsible for this repair. Project Y agreed this was fair.

King's Playhouse has requested to borrow a bleacher for upcoming Play, which is currently stored beside the AA Gardens shed. I have given permission to R. Fletcher to use same.

I have reviewed Sue Yoshikawa's & Councillor Faye McQuillan's senior's proposal for a new garden bed at the Senior's units. I would like to fully support the repurposing of the old fencing that came with the skatepark equipment for this new project.

*Respectively submitted,
Mark Stephen, Councillor*

Motion(s) from Report:

- ***Moved by Councillor M. Stephen to release \$1,000 of Project Y 2015 Operational Budget to Project Y Group, Council to receive financial statement to show funds being spent, seconded by Councillor A. Gallant. Motion Carried.***
- ***Moved by Councillor M. Stephen to pay \$441.98 to O'Connor Glass to repair Sportsplex glass door, funds to be taken out of Project Y 2015 Equipment Budget , seconded by Councillor A. Gallant. Motion Carried.***

Mayor Lavandier advised that he did have a discussion with Stacey Evans regarding the Eastern PEI Municipal Coalition and that we would probably be involved with that again as soon as the completion of the 7 communities project. It is still a good idea to have municipalities working together and sharing assets where possible.

- ***Moved by Councillor M. Stephen to adopt his own report as presented, seconded by Councillor A. Gallant. Motion Carried.***

8.5. Georgetown & Area Development Corporation and Planning & Community Development: Committee Chair Councillor Michael Gallant: Councillor M. Gallant submitted the following verbal report:

Planning & Community Development: No building permits issued last month.

GADC: The Development Corporation is still looking for potential businesses to establish themselves for the upcoming summer season of the King Square Retail Shops. There has been some question as to whether certain tenants that were there last year will be returning. Also GADC is looking for a proposal from Clam Diggers.

Planning & Development: I was asked by Council to request Phil Woods opinion on requests from residents with regards to the Georgetown Development zone. I forwarded his response to all members of Council. He did not feel it would be most appropriate to do what the requests were asking. He said it would actually transform the subdivision as it is right now, even though it is not a zoning matter. It has to do with residential development and we would probably have to have a public meeting as we are changing the scope of the program. He would be happy to review any plans we come up with. He suggested that we should leave things as they are and we could sell lots in behind instead.

Councillor A. Gallant asked if Councillor M. Gallant's recommendation as Chair of Planning and Development would be the same as our Planner's opinion.

*Councillor M. Gallant advised yes, that the properties in behind *(a full lot) but not beside could be sold and that a stipulation and covenants would have to be put in place to have the new lots consolidated with their current lot and a stipulation that they could not be subdivided again in future.*

Mayor Lavandier asked for discussion of Council regarding the issue and possible content of letters to be sent to residents that made requests.

General agreement of Council to agree with Phil Wood's recommendation and Committee Chair's recommendation as per above.

Proposed Fire Dept. Bylaw: Met with Councillor T. Murphy, Mayor Lavandier, CAO and myself last week to discuss the proposed Fire Dept. Bylaw. We just went over it fairly cursory. There is still a lot of work to be done on it with regards to consensus and what mechanisms need to be done.

I am giving Notice of Motion to give first reading of the proposed Fire Department Bylaw at the earliest opportunity. When all the matters, both Council is aware of what is being proposed and Fire Department is aware of what we are proposing, when we all come together and decided upon what mechanisms will be in place. So it really and truly will be a consensus and everyone will know everything up front.

Provincial Election: May 4th, 2015 Election. I would like all persons of the age of majority to exercise their franchise in the upcoming Provincial Election. As we

all know there is much apathy with political systems whether they are Federal, Provincial or even Municipal. I would like to have everyone here encourage people that are of the age of majority. To have an engaged Citizenry, that is what is needed most of all right now. I would just like to encourage everyone that can vote to get out and vote.

Motion(s) from Report:

General discussion regarding looking into GST rebate for retail units for GADC.

- ***Moved by Councillor M. Gallant to adopt his own report as presented, seconded by Councillor A. Gallant. Motion Carried.***

8.6. *Friends of Georgetown School, Georgetown & Area Volunteer Fire Department and King's Playhouse: Committee Chair Toby Murphy:*

King's Playhouse Report prepared and submitted by Councillor Toby Murphy:
The King's Playhouse Board of Directors held their monthly meeting on March 23rd, 2015. I was out of the country therefore was unable to attend the meeting. I was in contact with the Executive Director Haley Zavo and Secretary Gayle Llewellyn to obtain information on March events.

Executive Director's Report

April has hit the ground running with events and preparation for our summer season.

However, we have had a few developments and ongoing events.

Ongoing Events:

- *King's Player's Junior*
We've begun rehearsals for our end of term show "Magic Theatre". The performance date has been set for Friday, June 5th.

April Events:

- *Easter Eggstravaganza (April 4th)*
- *GMIST demo (April 11)*
- *Putmore Island Tempest (April 11-12)*
- *Mystic Drumz (April 12)*
- *Volunteer Tea (April 15)*
- *Best Practices Mission (April 17-19)*
- *All Candidate Meeting (April 20th)*
- *Rural Beautification Society (April 22nd)*
- *Diva Night*

We decided to cancel this for the time being. The timing seemed to be off – with many other similar events taking place, the enthusiasm waned.

- *People First workshop (April 29)*

May Events:

- *Ceilidh Thank You Dinner (May 3rd)*
- *Election Polls (May 4th)*
- *Down East Dance (May 15-17, 23-24)*

Summer Season

- *25th Annual Putnam County Spelling Bee (Auditions and details)*
- *The Banks and Booze Dinner Theatre (Auditions and details)*

Other updates:

- *Website – we've been approved for website funding to create a new, bilingual website.*
- *Atlantic Moves – we've been accepted into the Atlantic Moves program of the Atlantic Presenters Association. This will help us break into the dance audience base and support dance in eastern PEI.*

Haley Zavo, Executive Director, King's Playhouse

March has been filled with blustery weather and a great deal of uncertainty in event planning.

However, we have had a few developments and ongoing events.

March Events:

- *Culture Forum*

This was a Culture PEI event that I attended at the beginning of the month. It was a forum to connect different members of the culture sector and to present a report and recommendations that were conducted by Nordicity.

- *March Break Musical Theatre Camp*

The weather wreaked havoc with our camp this year. We originally had 6 children turn up, but had only 2 full days and 2 half days. For our final performance we only had 3 children.

Upon reflection, for March Break it would be ideal to do different activities each day so that children could attend some but not be obliged to attend every day. We could offer a discount for early registration or for children who signed up for all 5 days.

- *Music and Movement*

These classes were a success. We had between 4 and 6 children who attended each day and we had a lot of fun. It allowed for good connections with families as well.

- *Movies for kids*

These were a bust. Only 1 child showed up for each show. This could be a combination of the weather challenges, movie choices or just changing demographics.

- *King's Player's Junior*

The weather has been challenging this month, but classes continue to be filled with energy. I've found a revue show that should be a good fit for our 'end of term' performance (Magic Theatre)

- Diva Night

Preparations are still underway, but the weather has made connecting with businesses challenging.

We have our performers booked, and two restaurant/cafes that will provide some snacks.

A storm date will be set.

April Events:

- Easter Eggstravaganza (April 4th) Volunteers needed
- GMIST demo (April 11)
- Putmore Island Tempest (April 11-12)
- Mystic Drumz (April 12)
- Volunteer Tea (April 15)
- Best Practices Mission (April 17-19)
- People First workshop (April 29)

Summer Season:

- 25th Annual Putnam County Spelling Bee (Auditions and details)
- The Banks and Booze Dinner Theatre (Auditions and details)

Other updates:

- Website
- Atlantic Moves
- Sponsorship packages
- Graphic Design crash course

The Playhouse roof has been leaking substantially over the last couple of weeks. The major problem has been the amount of snow that is accumulated in the valley. The situation is being monitored closely and I have been in close contact with Haley and Randall and will communicate with council if any interventions need to be done.

Next meeting will take place on April 27th at 7pm.

Georgetown Volunteer Fire Department: The Georgetown Volunteer Fire Department held their monthly meeting on March 24rd. 2015. I was out of the country therefore was unable to attend the meeting. I was in contact with Fire Chief Mark Gotell to obtain information from the meeting.

The GVFD approved Nathan MacConnell and Dwayne Ellis as new members of the department. I would like to make a motion for council to approve the acceptance of these members.

I would also like to acknowledge the hard work of the First Responders of the GVFD. This letter was received from the Island EMS. I would like to enter this letter as correspondence.

"Hi Mark, I just wanted to pass along thanks and praise from the two paramedics that you attended a cardiac arrest with last night. They had nothing but good things to say about your guys and how professional and efficient they were. Miranda sent me an email to make sure that you got this message. This was her email....

I was wondering if you could pass along a thank you to the Georgetown Fire Dept for their awesome work last night. We had a cardiac arrest on Kent St last evening with them. Their timely and critical interventions helped get this guy to the hospital alive. They started CPR, defibrillated and had the airway managed on our arrival. They were excellent help when we arrived, as they collected this patient's meds and information for us. I took Mark (Stephen) to QEH with me as I needed some assistance in the back with airway management and he was fantastic.

Thanks again!!

*Darcy Clinton
Acting GM/Support Services Manager
Island EMS Inc.
(902) 370-4004
229 Sherwood Road
Charlottetown, PE
C1E 0E5"*

Friends of Georgetown School Report: Students and staff are busy at Georgetown School. Its Badminton season so students are practicing after school to get ready for the school zone meets.

Easter Seals Ambassador Jacob MacNeil is visiting the school on April 15th. Students have been busy fundraising for this event.

The Breakfast program runs every morning until 9am. I would like to acknowledge the dedication of the volunteers of the program. We would not be able to offer this program without your help.

Students have signed up and rehearsals have started for our annual Spring Talent Show. We have lots of talented students at GES so we are looking forward to showcasing it. The date has not been confirmed yet, but the show take place in late May/early June at the King's Playhouse.

The snow is finally going and the no one is happier than the students at GES. They can not wait to get on the playground and hit the fields again. GES Home and School will meet again in May.

*Respectively Submitted,
Toby Murphy, Councillor*

Motions from report:

- ***Moved by Councillor Toby Murphy that Nathan MacConnell and Dwayne Ellis be accepted as new members of the Georgetown Volunteer Fire Dept., seconded by Councillor M. Stephen.***

General discussion of Council regarding piece meal work on the roof at the King's Playhouse. Perhaps in future we should look at having a contractor take responsibility for re-doing the whole roof, or having someone take responsibility for other work and additions, etc. Or have a program in place to have roof shoveled off, etc.

Councillor M. Gallant mentioned that Haley Zavo will be contacting Councillor F. McQuillan regarding an additional funding program for Remembrance Day.

- ***Moved by Councillor T. Murphy to adopt her own report as presented, seconded by Councillor A. Gallant. Motion Carried.***

8.7. Finance and F.P.E.I.M., and Three Rivers Sportsplex: Committee Chair Councillor Allan Gallant:

Councillor A. Gallant's Verbal Report:

Finance: financials in packages.

FPEIM: Due to the last meeting being rescheduled, I was unable to attend their rescheduled date due to new date conflicting with other meeting.

Three Rivers Sportsplex: Sue Yoshikawa is tentatively done on April 20th, but she is still working on a summer camp program. We need a minimum of \$10,000 to just cover their bills. I will be making a motion to advance \$15,000 to the Three Rivers Sportsplex whether it is in their budget or not we will have to see how the summer program goes.

Three Rivers Sportsplex Report submitted by Councillor A. Gallant, prepared by Sue Yoshikawa, Manager:

February started off rough as we were closed a total of 3 days the first week, 5 in total for the month with a loss of \$1311.20 in ice rentals. We

were a satellite rink for the Pownal/Rodd Hotel tournament and although there was bad weather on the west end of the island we only lost 1 hr due to travel restrictions. We have received payment for the tournament and Manfred has let me know that we received more ice time from them this year than last years.

I was able to work with PEI Prospects and got 5 hours booked over the first of March and they loved that we had a large warm room for parent meetings.

Belfast & Morell rinks have both closed and we have picked up 6 ice times including 4 women's rec games (currently playing for championship which will be played in Georgetown). The team from Belfast has expressed interest in moving to Georgetown next season.

We are hosting the Bantam A Tier 2 Provincials on the weekend. (Mar.13-Mar.15)

We are hosting a Fire Department tournament on the following weekend (Mar. 20-21)

The Cardigan Ladies plan to have a Powderpuff tournament on Mar.28th and the Provincial Ringette on the 29th.

Manfred would like to be finished as of March 15th but will step in to help and to close down. John will be finishing but only hours worked (ice time) if he will not help around the rink. This decision was made after speaking with Allan and because he is not getting credited for full days his time/hours should be limited.

Sue Yoshikawa, Manager

Respectively Submitted,
Allan Gallant, Councillor

Motion(s) from Report:

- **Moved by Councillor A. Gallant to advance \$15,000 to the Three Rivers Sportplex, seconded by Councillor M. Stephen. Motion Carried.**

General discussion regarding the recent ringette tournament and other ice rentals and rink being open extra 2 weeks, etc. Councillor A. Gallant stated that Sue is doing great with customer service and cleanliness, he has heard nothing but great comments, also that she was able to sell all the leftover stock

- **Moved by Councillor A. Gallant to adopt his own report as presented, seconded by Councillor M. Stephen. Motion Carried.**

8.8. Administrator's Report: Tonya Cameron, Chief Administrative Officer:

Tonya Cameron, CAO gave the following written report:

It has been a very busy month.

Administrative Assistant/Book-keeper Position: Dorothy Macdonald is doing tremendously well at learning her new position. She has been putting in additional hours on her own time to get familiar and caught up. I am very pleased with her performance.

Year End: Everything in relation to year end has been filed with the Municipal Affairs, our banker and Insurance Company as required. Our gas tax AER has been completed and will be filed before the April 30th deadline.

EDA & JFY: In April I applied for Public Works Crew #1 & Crew #2, AA Gardens Crew #1 & #2, Skatepark employees and assisted Sportsplex with applying for new JFY recreation day camp employees.

*Respectively Submitted,
Tonya Cameron, C.A.O.*

Motion(s) from Report:

- ***Moved by Councillor M. Gallant to adopt the C.A.O.'s report as given, seconded by Councillor F. McQuillan. Motion Carried.***

9. New Business:

9.1. Mayor Lavandier thanked Councillor A. Gallant for putting together the budget. It was a rushed situation with bad weather conditions, people out of the country, we had people that were sick. When I came back from my trip the budget had been adopted. I would like to discuss the increase in rural fire dues. I would really liked to have had a conversation with the committee to discuss the rural fire tax rate increase. I want our committees to work with their committees going forward and see that we are all on the same page. We have to work as a team with our committees. I would like to know how Council feels about possibly not going ahead with the proposal to increase of the fire tax rates at this time and possibly having a discussion with the rural fire tax committee to discuss it. You have already made your decision, but I would like to put it out there to see if we can have a discussion with them first. All I am saying is that I would like to be able to give them a heads up that we are looking at increasing their rates and have a discussion with them.

Councillor A. Gallant asked that going forward that we send a letter out to them in February, on a yearly basis and whom is on the committee and what the previous past practice is?

Councillor M. Gallant asked if we change the amount in the budget where are the funds going to come from and that it would have to be done by April 30th.

Council agreed that this item has been brought up numerous times in Councillor A. Gallant's reports. Going forward in February of each year a letter should be sent to the Rural Fire District asking them what we require for taxes and explaining the rationale for the increase. One of the rationale's for this year's increase is that the majority of the calls are coming from the rural district.

- 9.2. Councillor A. Gallant thanked CAO for keeping Council in the loop with regards to correspondence being sent in relation to direct property.
- 9.3. Councillor A. Gallant and Mayor Lavandier generally discussed senior's unit complex generator and that Mayor Lavandier had contact with John Walsh.
- 9.4. Councillor A. Gallant asked CAO about the practice and process of last employment position filled with the Town and interview process and lack of correspondence sent after interviews. CAO advised that it was suggested by other members of Council to discuss during the interview that further contact would only be made with the successful candidate. Councillor Toby Murphy and Councillor Faye McQuillan advised that this is the new updated practice.
- 9.5. Councillor A. Gallant suggested that a human resource committee be set up for the CAO to be responsible to and rated by. General agreement of Council re: same. It was discussed that all Town employees going forward should be subject to an annual review.
- 9.6. Councillor T. Murphy gave a quick S.T.E.P. Committee update. The S.T.E.P. Committee attended a best practices mission this past weekend. We visited the communities of Lunenburg, Mahone Bay and Chester. It was a very successful weekend. We met with several community leaders and dignitaries and learned of the best practices of their communities. It was just another step of trying to educate us to move forward and take their best practices on. We seen some similar challenges of their communities, one in Lunenburg was their school had closed down 3 years ago and they are in the process of repurposing their school as we may have to do here in future years. It was a really good positive weekend. We made some really good positive connections.

Adjournment:

- ***Mayor Lavandier advised as there is no further business, Councillor A. Gallant moved for the meeting to be adjourned.***

Minutes recorded and submitted by:
Tonya Cameron, C.A.O.
May 18th, 2015

Lewis Lavandier, Mayor

Tonya Cameron, C.A.O.