

REGULAR COUNCIL MEETING

April 11, 2013

Present: Chairperson Stanley MacDonald; Vice Chair Blake Adams; Councillors Marvin MacDonald, Eric Gavin, Carol Ferguson, Davis Gallant, and Darren MacKinnon; and Administrator Bev Shaw.

Regrets:

Meeting to order:

Chairperson MacDonald called the regular meeting to order at 6:30 pm.

The agenda was approved with following additions: New laptop for Nationals tournament, Gardening, FPEIM AGM, Alarm system at ADIC, Firemens' club supper, Stacie's hours at ADIC, ADIC Advisory Board & Maintenance truck. ***Moved by B. Adams, seconded by C. Ferguson and carried.***

Minutes

The March 14, 2013 regular council meeting minutes and March 19, 2013 Committee of the Whole notes were reviewed for errors and omissions. On a ***motion by M. MacDonald, seconded by B. Adams and carried*** the minutes were approved.

Business arising from minutes:

Per Administrator's report:

-*Letter to Health Minister* - no reply but Bev suspects the Health meeting scheduled for 7 pm,

April 17th in O'Leary is probably his answer. No location for this meeting yet.

-Letters to *Ron's and NPSS* - no response.

-Provincial work on *Kent Street* - no information from Hon. Henderson.

-*Future Tech West services* - I spoke to Wendi about this and followed up with an email .

-BDO response to *questions on financial statement* - "The disposal of the park equipment relates to the policy (similar to most communities) of removing fully depreciated equipment over a certain age. As you can see, there was a related removal of the accumulated amortization. So there is no effect on your net book value of assets related to this entry. Bad debt is the expense title related to allowance for doubtful accounts. It's standard terminology. However, if they are overly adverse to it, it can be changed, I suppose. However the title "doubtful allowance" is usually a balance sheet title, so it will look funny."

-First Mechanical - I've contacted them for *maintenance and service quote to our complex heating system* but they haven't been up to look at the system yet. Same applies for Thomson's Well Drilling.

-Floors - *Floor cleaning* arrangements have been made for this week at the ADIC and next week at the complex.

-*Emergency Services at Western Hospital* - Emails sent to two persons that signed the letter. No mailing addresses were available. As requested by a resident, the letter from the concerned citizens was read.

-As noted in recent emails I'm looking for confirmation of attendance to the *FPEIM annual* meeting in Cornwall on April 29th. Deadline for registration is April 12th. Carol agreed to attend and Marvin to take her place if necessary.

-*ADIC heat pumps* - As noted in minutes of March 19th budget meeting, the 2012 heating costs at ADIC amounted to \$2200 therefore it was agreed that heat pumps will not be considered. To have air conditioning units installed as we own the units and will just pay installation.

-Letter of *support to Museum* for their ICF/ACOA project has been sent.

-Letter sent to *Seniors group re furniture* in complex sent.

Financial Business:

Financial report for March, 2013 was approved on a motion by ***B. Adams, seconded by C. Ferguson and carried.*** March revenue: general \$64,113.65; sewer \$27,312.15. March expenses: general \$50,251.52; sewer \$2,960.15 Bank balances at the end of March - general (\$537.69); sewer \$61,165.12. Copies of budget report to March 31/13 circulated to Council.

NEW BUSINESS

Chairperson's report

In Stanley's written report he attended the Community School closing banquet, the strategic planning session for North Cape Coastal Drive Partnership, cheque presentation for the Potato Museum, the Planning Board meeting, cheque presentation for the Ballfield Upgrades project, and met with Brenda Profit on the CN Station project proposal.

Administrator's report

Written report circulated to Council. Meeting discussed ADIC matters - ***Moved by B. Adams, seconded by D. MacKinnon and carried*** that ADIC user policy to be amended with requirement of \$25 damage deposit and to be reimbursed if facility found in good condition and Youth Coordinator Stacie Gallant's weekly hours to be 24.

Building/Business permits - nil.

Reports from departments:

Police - Cst. Dave Brown attended the meeting and reviewed the RCMP report for March, 2013 saying 158 hours were spent policing the Community of O'Leary and members responded to 9 calls for service. Provincial statutes breakdown: 2 speeding violations, 6 non-moving traffic violations and 4 written warnings. Five criminal background checks were performed.

Development & Tourism - Blake reviewed his report which was circulated to Council. He is still working with Wendi at Future Tech West on design and cost estimates for the Entrance to O'Leary project. Department of Transportation is scheduled to visit re cost of ditch infill at Paul Smallman's and environmental issues. The Planning Board met with Phil Wood the past Thursday (April 4/13) evening. Topics discussed included new subdivision for families, zoning changes to Main Street, expansion of mobile home community, increased retail space and senior housing. Application has been sent to the 2013 Committee for a commemorative coin.

Sewer/Streets & Sidewalks/Properties - Davis reported that repair is required to ADIC - a board in the

eave and around windows (Dale to fix). Water problem on Willow Avenue reported to DOT. Substantial amount of garbage gathering at CN/Co-op Gas Bar parking lot - to have garbage can emptied more often and have waste sign placed on container.

Fire Department - Chief Blair Perry submitted a written report saying that in March it was fairly quiet with only 7 emergency calls - 5 medical calls, 1 vehicle accident and 1 residential alarm. Confined space rescue equipment purchases were made with the Island Community Fund and fundraising dollars.

Request received from the O'Leary Fireman's Club fundraising committee - they would like to serve a Mother's Day supper with wine. Bev reported checking with insurance company and they required some further information and confirmation that responsible servers be present, food preparation area be inspected, capacity limits be in compliance and a liquor license obtained if required by PEILCC.

Moved by M. MacDonald, seconded by C. Ferguson and carried that Council approve this fund raising effort if the Club meets the criteria of the insurance company. Eric and Davis abstained from discussion and vote on this motion.

Recreation - Tylan's written report circulated to Council saying ADIC flyer has been mailed, babysitting course arranged and Adam Binkley of Summerside Boys & Girls Club to visit. Spring Training event program planned for May 11th; 2013 Eastern Canadian Men's softball tournament planned for O'Leary in September; ball hockey program running very successfully and minor sports program planning underway with first meeting on April 15th.

Nationals update from Eric and Tylan - Tylan presented figures on teams to date, donations and sponsorships. A computer is required for the Nationals plus what Allan Clarke, Tylan's assistant, is using is an antique. It was **moved by M. MacDonald, seconded by C. Ferguson and carried** that a new laptop be purchased by SOS Computer Solutions. (Blake excused himself from the meeting while this motion was discussed and voted.)

Resolution re Council meetings

Whereas it is required by the Municipalities Act RSPEI 1988 to fix the date, time and location of Council meetings and to do so by resolution;

Be it resolved that the Community of O'Leary regular council meetings be held the second Thursday of each month at 6:30 pm at the O'Leary Community Complex boardroom.

Moved by C. Ferguson, Seconded by D. MacKinnon. Motion carried.

Resolution re 2012 Auditor

Whereas it is required by the Municipalities Act RSPEI 1988 to appoint the annual auditor by resolution;

Be it resolved that the Community of O'Leary appoint BDO Canada LLP as the municipal auditors for 2012 fiscal year.

Moved by B. Adams, Seconded by D. Gallant. Motion carried.

Second reading of Fire Department bylaw

It was **moved by Marvin MacDonald, seconded by Blake Adams and carried** that the Community of O'Leary Fire Department Bylaw # 12 be brought forward for second reading consideration. It was **moved by Marvin MacDonald, seconded by Blake Adams and carried** that the Community of O'Leary

Fire Department Bylaw # 12 second reading be approved. It was ***moved by Marvin MacDonald, seconded by Blake Adams and carried*** that Community of O'Leary Fire Department Bylaw # 12 be adopted. . (Note that Eric and Davis did not participate in discussion, motion or voting due to their membership in the Fire Department.)

Curling Club donation

Moved by C. Ferguson, seconded by D. MacKinnon and carried that \$1000 donation be made to the Maple Leaf Curling Club.

Charging Station

To contact Mitchell Rennie to express interest in this offer and obtain more information.

FPEIM Municipal Law Legal Referral System

FPEIM is offering a system where member municipalities can register for a fee of \$100 to access a free initial consultation with a lawyer from the Cox & Palmer Municipal Law Practice Group and additional legal matters that may result in reduced rates. ***Moved by D. MacKinnon, seconded by C. Ferguson and carried*** that the Community of O'Leary take advantage of this offer and register for the referral system.

Other business and correspondence:

2013 Auditing firm - Moved by B. Adams, seconded by D. Gallant and carried that the Community advertise for auditing services for 2013 so as to compare cost. To place 1 ad in Journal and advise BDO of this action.

ADIC Advisory Board - Members are Bethany Pridham as Chair, Kevin Maynard, Adrienne MacDonald, Dustin Quinn, Denise MacDonald, Darren MacKinnon as Council liaison and perhaps Linda Stetson. It was agreed that terms of reference need to be drafted to give the board some direction and that the Chair to report to Darren. Other ADIC matters - To set a time to review operation hours of ADIC; Stacie has started to keep a logbook of her and ADIC's activities, and Darren to follow up with Linda Stetson on board involvement.

Gardening - To ask if Pauline and Dwayne Barlow are interested in doing this again this year and that we would like the flower beds to be maintained up to at least the Nationals in August.

Maintenance truck - Condition of truck was questioned as Blake was talking to Dale about it. To have truck taken to John MacLean for inspection and quote and to a body shop for quote as well. (Davis to tend to this.)

Paramedic Association of PEI requested the Community of O'Leary take part in the celebration of National EMS Week being held May 19-25. Council agreed.

It was noted that council members are working on policy re collection of sewer accounts in arrears and employee handbooks.

To advise staff that logbooks to be more detailed with time lines added. Dale to continue taking Fridays off to use overtime and vacation time but can revert to working 8 hours from Monday to Thursday. To get estimate on time to complete the wooden train repairs.

Meeting adjourned at 9:30 pm on a ***motion by B. Adams, seconded by C. Ferguson and carried.***