

REGULAR COUNCIL MEETING
June 12, 2019

Present: Mayor Eric Gavin; Deputy Mayor Darren MacKinnon; Councillors Darrel Wood, Kevin Maynard, Joey Dumville, Judy MacIsaac and Valene Gallant; Reporters from West Prince Graphic and Journal; and CAO Bev Shaw.

Regrets:

Scott Smith, Community Navigator and Maxine Rennie, CBDC Manager joined Council to provide information on plans to work with all new residents of West Prince so as to grow the population of our area.

1. MEETING TO ORDER:

Mayor Gavin called the meeting to order at 6:00 pm and declared a quorum present.

The agenda was approved with addition of 1. Website. *Moved by D. MacKinnon, seconded by V. Gallant and carried.*

2. CONFLICT OF INTEREST DECLARATIONS:

nil

3. MINUTES

The May 8, 2019 regular council meeting minutes were reviewed for errors and omissions. *Moved by J. MacIsaac, seconded by V. Gallant and carried* that council meeting minutes be approved.

4. BUSINESS ARISING FROM MINUTES

Fire Department water tank trailer is being legalized.

Sidewalk repair quote received from MacAusland Concrete for \$10,224 plus HST.

Moved by V. Gallant, seconded by J. MacIsaac and carried that sidewalk repair quote from MacAusland Concrete for \$10,224 plus HST be accepted.

Appeal by Sean Brace on Joey Carragher's building permit for 612 Main Street has been filed with Island Regulatory and Appeals Commission.

The new dugouts at Ellsworth Field are completed. Joey and Andrew to research advertising wind breaks for the dugouts.

RCMP

Officers joined meeting and advised that complement of officers is increasing making scheduling and coverage easier for the RCMP. Council advised that ATV and dirt bike activity has been increasing.

5. FINANCIAL BUSINESS:

Financial reports circulated to Council. Darren stated nothing significant to report. Bank

balances as follows: May 31/2019 for general account - \$119,044.51 and for sewer - \$181,199.86. Expenses for May, 2019 for general totaled \$59,535.65 and for sewer \$11,899.96. Revenue for May, 2019 for general - \$71,349.80; for sewer \$2,519.21. **Moved by D. MacKinnon, seconded by D. Wood and carried** that financial reports, paid bills for May 2019 and bank balances be approved.

6. NEW BUSINESS

A. Mayor's report - Eric advised that all seems well in the Town.

B. Administrator's report - Bev updated Council on damage to the streetlight saying that according to RCMP Cst. McCarville, the Judge stayed the property damage charge so no restitution ordered. To continue seeking payment from the driver's insurance company as the officer was able to provide that information. O'Leary Retail Centre contractor has been notified of default in contract for not completing of the work and after waiting the required period, the Town was able to terminate the contract. Local contractors have been approached for quotes to finish the landscaping. Two EDA applications approved, Tommy and Wendy have started work. Auditors were here on May 14th and 17th and financial statements should be available soon. A special meeting will be called to review with the auditor and approval before submission to the Province by June 30th. New insurance company has advised that coverage for Potato Blossom Festival is limited - Bev to continue obtaining quotes for coverage. Council to consider discontinuing this coverage for the festival, have the festival obtain their own policy, and Council supply a donation to help cover the cost. Met with Department of Environment and WSP on lagoon issues - plan is ready plus press release given to the media, sampling schedule and equipment should be available soon. Greenmount-Montrose municipality have contacted us regarding a donation of their gas tax to help O'Leary and other western municipalities in the amount of \$1750. Bev to work with them on the proper paperwork.

Building /business permits - Timothy MacKenzie, 6 Barclay Road for used storage building at no cost to him; Stuart MacDonald, Stewart Lane for subdivision of 1 lot; and Stuart MacDonald, Stewart Lane for 6 unit apartment complex for seniors at estimated value of \$630,000. Bev's overtime at 40.5 hours and 1 day left of vacation time; Dale's hours at 70 and Andrew's at 35 which are mostly due to the Spud Chuckers tournament.

Council directed Bev to obtain prices on concrete wheel stops for Retail Centre. To also check with insurance company on including street light coverage.

Moved by J. Dumville, seconded by D. MacKinnon and carried that Town subscribe to the special legal service offered through FPEIM at a cost of \$100.

C. Reports from Departments

Recreation (Joey) - Written report circulated to Council and Joey reviewed the highlights. Spud Chuckers tournament went well with 9 teams. O'Leary has been awarded Eastern Canadian Women's Fast pitch slated for August 15 - 18, 2019. 100 km yard sale went well even with fewer registrants. The Rec Department is involved with the Participation Community Better Challenge and Parks & Recreation Month. Run for Light scheduled for June 27th. Andrew has been exploring funding options for playground equipment and activities through the Province and Rising Youth Grant. Summer student Sarah Woodside has been hired.

Streets & Sidewalks (Valene) - Valene is struggling with options for Christmas decorations for our street light but Council encouraged her to continue. Bev to check on speed bumps for Gaspe and Centennial and a letter to be sent to Department of Transportation requesting radar machine for main entrances to Town.

Newcomers/Recruitment (Judy) - Judy reported attending recent Community Partnerships meeting and stated that two new physicians are coming to West Prince. RN vacancies are still high and Emergency Room staff is good for the summer months.

Properties (Kevin)- Council suggested that walking track needs more gravel and leveled. To check with Dale Wood on cost of spraying for bugs at both fields.

Police/Fire Department (Darrel) - Darrel highlighted the RCMP monthly report noting that patrol hours for previous month (April) were 133. In May members responded to 7 calls for service to O'Leary. Fire Chief's monthly report circulated saying 8 calls for service this month. Father's Day draw and dance coming up soon. Chief Phillips requested direction regarding response to back yard fires and as a result Council considered a bylaw governing the use of such fires.

Fire Pits and Camp Fires Bylaw, Bylaw # 2019-03

WHEREAS several complaints have been received from residents regarding open fires and the O'Leary Volunteer Fire Department have requested direction on how to handle calls regarding such fires;

AND WHEREAS Division 2, Section 180 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1 provides the authority for O'Leary Town Council to pass bylaws and provide services for municipal purposes respecting the safety, health and welfare of people and the protection of persons and property;

BE IT RESOLVED that the Town of O'Leary "Fire Pits and Camp Fires Bylaw, Bylaw # 2019-03, be hereby read a first time.

Moved by Joey Dumville, seconded by Darren MacKinnon and carried.

WHEREAS several complaints have been received from residents regarding open fires and the O'Leary Volunteer Fire Department have requested direction on how to handle calls regarding such fires;

WHEREAS Division 2, Section 180 of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1 provides the authority for O'Leary Town Council to pass bylaws and provide services for municipal purposes respecting the safety, health and welfare of people and the protection of persons and property;

AND WHEREAS the Town of O'Leary Fire Pits and Camp Fires Bylaw, Bylaw # 2019-03, was read a first time at this council meeting;

BE IT RESOLVED that the Town of O'Leary Fire Pits and Camp Fires Bylaw, Bylaw # 2019-03 be hereby approved.

Moved by Darrel Wood, seconded by Judy MacIsaac and carried.

Darrel advised that the Fire Department are working on legalizing the water tank trailer.

Sanitation & Community Development (Eric) - Eric stated that the situation at the lagoon hasn't changed much but the process for testing has begun at least on paper. Eric suggested that Council be looking for new ideas in regards to development. Darren suggested that a planner be brought in to give us a preliminary idea of uses for the land recently purchased from Gospel Hall.

D. Summer Council meetings- Moved by D. MacKinnon, seconded by D. Wood and carried that due to busy schedules no regular council meetings be held until September. Any important issues can be dealt with at special meetings of Council.

E. 2nd reading of Code of Conduct Bylaw -

Code of Conduct for Members of Council Bylaw # 2019-02 presented for review and second reading.

WHEREAS the Municipal Government Act requires a bylaw to set minimum expectations for the behaviour of members of Council in carrying out their functions and making decisions that benefit the Town of O'Leary;

AND WHEREAS the Town of O'Leary Code of Conduct for Members of Council Bylaw # 2019-02 was read and formally approved a first time at the Council meeting held on May 8, 2019;

THEREFORE BE IT RESOLVED that Town of O'Leary Code of Conduct for Members of Council # 2019-02 be hereby read a second time.

Moved by Darren MacKinnon, seconded by Judy MacIsaac and carried.

WHEREAS the Municipal Government Act requires a bylaw to set minimum expectations for the behaviour of members of Council in carrying out their functions and making decisions that benefit the Town of O'Leary;

AND WHEREAS the Town of O'Leary Code of Conduct for Members of Council Bylaw # 2019-02 was read and approved at two separate meetings of Council held on different days;

THEREFORE BE IT RESOLVED that the Town of O'Leary Code of Conduct for Members of Council Bylaw # 2019-02 be formally adopted.

Moved by Darrel Wood, seconded by Darren MacKinnon and carried.

F. Capital assets policy - Town of O'Leary Policy # 17 re Tangible Capital Asset Policy. Moved by K. Maynard, seconded by D. Wood and carried that Section 4 Policy Statements - Threshold to read as follows: The threshold for each category represents the minimum cost an individual asset must have met before it is to be recorded as a capital asset on the statement of financial position. Capital assets not meeting the threshold of \$500 and at least (3) years life expectancy are expenses in the year in which they are purchased.

G. Confirm Stuart MacDonald subsidy - Moved by J. Dumville, seconded by V. Gallant and carried that the Town contribute half the costs of construction for the Stewart Lane extension required to accommodate Mr. MacDonald's new housing project. Funds to be allocated from Community Development budget.

H. Confirm Stuart MacDonald subdivision and building permits - Moved by J.

Dumville, seconded by D. MacKinnon and carried that subdivision permit application # 2019-02Final for Stuart & Norma MacDonald to divide PID # 836734, located at Stewart Lane and building permit # 2019-07 for Stuart & Norma MacDonald to construct 6 unit seniors apartment complex at 16 Stewart Lane (current PID # 836734 with new # to be assigned), at a cost of approximately \$630,000, be approved.

I. Confirm sewer billing cycle to conform with new fiscal year -

The Town's fiscal year has changed to match the Province, April 1 – March 31, and it's been recommended that we change our sewer utility billing cycle to match. We currently bill Feb 1 for Jan to June and on June 1 for July to Dec. To avoid bridging the year end, to bill June 1st for the usually 6 months to Dec 31/19 then bill again Jan 1/2020 for just 3 months to get us on track with the new fiscal year. Thereafter we would bill April 1 for 6 months to Sept 30 and again on Oct 1 for 6 months to March 31. ***Moved by D. MacKinnon, seconded by D. Wood and carried.***

J. Request for donation from Westisle School - Moved by J. Dumville, seconded by D. MacKinnon and carried that \$100 be donated to Westisle graduation prize committee.

K. Other business & correspondence:

- To have Andrew make recommendations regarding changes to Town website.

7. COMMITTEE OF THE WHOLE

Moved by J. Dumville, seconded by D. Wood and carried that Council adjourn to committee of the whole session at 7:40 pm.

Moved by V. Gallant, seconded by D. MacKinnon and carried that regular meeting reconvene at 8:10 pm.

Results from Committee of the Whole: nil

8. ADJOURNMENT

Meeting adjourned at 8:15 pm on a ***motion by D. MacKinnon, seconded by K. Maynard and carried.***