

## REGULAR COUNCIL MEETING

November 13, 2019

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

Regrets:

### **1. MEETING TO ORDER:**

Mayor Gavin called the meeting to order at 5:30 pm and declared a quorum present.

The agenda was approved with no additions. *Moved by D. MacKinnon, seconded by V. Gallant and carried.*

### **2. CONFLICT OF INTEREST DECLARATIONS:**

nil

### **3. MINUTES**

The October 9, 2019 regular council meeting minutes and October 30, 2019 special council meeting minutes were reviewed for errors and omissions. *Moved by D. MacKinnon, seconded by J. MacIsaac and carried* that council meeting minutes be approved.

### **4. BUSINESS ARISING FROM MINUTES**

Council reviewed letter authorizing Judy to act as Town of O'Leary Municipal Emergency Coordinator and approved.

### **5. FINANCIAL BUSINESS:**

Financial reports circulated to Council. Darren stated that the Town is solid in meeting budget allocations. Bank balances as follows: October 31/2019 for general account - \$135,115.23 and for sewer - \$38,558.30. Expenses for October, 2019 for general totaled \$97,342.92 and for sewer \$29,983.93. Revenue for October, 2019 for general - \$91,306.48; for sewer \$440.23. *Moved by D. MacKinnon, seconded by J. MacIsaac and carried* that financial reports, paid bills for October 2019 and bank balances be approved.

### **6. NEW BUSINESS**

*A. Mayor's report* - Eric reported attending the FPEIM semi annual meeting in Souris, the Remembrance Day ceremony and the Equity in Workplace workshop. Also met with WSP and the Province for final inspection at Pate Garden Subdivision.

*B. Administrator's report* - Bev reported that community endorsement meetings and scheduling is ongoing. Attended Equity in Workplace workshop, participated in Farm Credit presentation to the fire department, met with Community Seniors Cooperative group and met new staff person, and met with Paul Strang, Economic Development Officer for Western Economic

Development Organization. Worked on and submitted application for funding and attended tender opening for sewer project.

Building permits - nil. Business permit issued to Leslie Anne Teeple for in home business, Registered Massage Therapy, at 591 Main Street.

Bev's overtime at 36.5 hours and 1 week left of vacation time; Dale's hours at 46.5 and vacation time used; and Andrew's hours are at 45 and he is currently off for a few days using time in lieu.

**Properties (Kevin)** - Kevin advised that he had been speaking to someone with the Taxation Office regarding the dilapidated house on Kent Street and confirmed that there isn't anything they can do as the property is due for tax sale. The new housing projects are going well and should be ready for occupancy by early spring. The housing registry by the Province was discussed and noted that the Community Seniors Cooperative is working on a strategy to have appropriate names added to the list.

**Streets & Sidewalks (Valene)** - Valene reported that there is no power to the cenotaph therefore no power source for the Christmas tree and the double headed street light located there. Bev to continue contact with owner of former CN property to see if we can use their power. In the meantime, Bev is getting estimates from Maritime Electric and Stetson's Electric for installing a new pole and meter of our own. Also to check with ECCU to ask if their front yard could be used if the other two options fail. Dale is still trying to have the Cannabis Store streetlight moved to corner of Jubilee and Main - waiting on electrician. Valene produced a sample from Blain Buchanan of the Christmas banners. **Moved by D. MacKinnon, seconded by D. Wood and carried** that 22 banners be ordered, design left to Valene's discretion, with Happy Holidays and Merry Christmas printed, at approximately \$122 each, including non refundable tax.

Council to keep in mind Remembrance Day banners for a future project. To send a letter to Alberton and Tignish Councils complimenting their Veterans banners.

Kevin asked for information on "sink hole" at corner of Main and Gaspé where Dale and Highways crew were working today.

**Newcomers/Recruitment/Community Endorsements (Judy)** - Judy reported that community endorsement meetings are ongoing. The Community Navigator committee is planning English courses for newcomers who have permanent residency. A workshop is being offered on "Hiring process of foreign workers". November 28<sup>th</sup> is the scheduled date for the O'Leary "Meet your Neighbour" event at the Town Hall sponsored by the library. The Community Seniors Cooperative have hired Jordan MacDonald and he's working on the rezoning process required for the potential building site plus educating people on the housing registry requirements. The Emergency Management plan is coming together well with a good list of volunteers for the various committee positions. Staff from Provincial EMO are putting on an information session on December 5<sup>th</sup> for the committee. **Moved by D. MacKinnon, seconded by V. Gallant and carried** that draft letter of authorization to Judy authorizing her position as the Town of O'Leary Municipal Emergency Coordinator, confirming the attached honorarium of \$2500 per year and outlining the duties involved, be approved.

**Recreation (Joey)** - Joey highlighted the monthly report from Andrew saying after school programming starts November 18<sup>th</sup> and is sponsored by Western Region Sport and Recreation

Council and Halloween event was successful. Tree lighting and Christmas parade being planned and hopeful to have enough entrants. Holland College Transitions Class visited with the Recreation Department and toured the outdoors recreation facilities. Andrew is looking for feedback on outdoor rink and plans are underway for the New Years Levee. It was suggested that Joey relay a message to Andrew to check into the Boys & Girls Club Celebrity Golf program.

***Police/Fire Department (Darrel)*** - Darrel reviewed the monthly RCMP report stating hours on O'Leary business were at 196 for October with 16 calls for service. Council pleased that hours have been increasing and more visibility in town. Speeding complaints on Barclay and Maple were handed to the RCMP. The Fire Chief's report noted the new pumper is in service, the Spartan pumper had fender wells repaired and so the Hub pumper is now surplus. Council's guidance is requested for its disposal. Ten calls were answered in October with Halloween being fairly quiet. Fire Department's annual Christmas party is Dec. 14<sup>th</sup> and RSVPs are requested from council for attendance. The fire department executive has proposed an amendment to the Fire Department Bylaw # 12 changing the distance from the firehall a fire department member can live. It is proposed that 25% of membership be allowed to live more than 10 km from the hall and that 75% live within the 10 km. Council to invite Chief to discuss.

***Sanitation & Community Development (Eric)*** - Eric asked if council had given any further thought to the development ideas discussed at a previous meeting. Reminded everyone of the meeting with WSP on November 20<sup>th</sup> and to have questions submitted in advance of the meeting. Eric also asked WSP on the survey progress for the Gospel Hall property. Bev noted that a recent upgrade was purchased for monitoring system at the lift station and then received notice that the company will no longer be serving Canada. A refund was promised.

***D. Lawn tractor quotes*** - Council agreed to leave this decision until closer to budget time.

***E. Christmas plans for Council*** - Agreed to attend the Town Players dinner theatre at the Legion on November 29<sup>th</sup>.

***F. Overtime and use of boardroom*** - Council agreed to leave the policies status quo.

***G. Request from Potato Museum via Darren*** - Darren advised that the museum is planning an expansion and potentially an outdoors attraction which they expect to need additional land to accommodate. More information to come. Council is interested and agreed to provide a letter of support for their funding application when requested.

***H. Confirm \$100 to Red Oak Shriners - Moved by D. MacKinnon, seconded by V. Gallant and carried*** that \$100 donation be made to Red Oak Shriners as previously approved by email.

***I. Reminder of Newcomers Welcoming Event - Nov. 28<sup>th</sup>*** - Reminder of event hosted in complex boardroom by the Library - meet your neighbour, food and music.

***J. 1<sup>st</sup> reading of Conflict of Interest Bylaw # 2019-04*** - Conflict of Interest Bylaw #

2019-04 presented for review and first reading.

WHEREAS the Municipal Government Act requires a bylaw to outline a procedure to be followed by a member of Council if the member believes or suspects that they may have a conflict of interest or if a complaint is received by Council that a member has a conflict of interest;

BE IT RESOLVED that Town of O'Leary Conflict of Interest Bylaw # 2019-04 be hereby read a first time.

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

WHEREAS the Municipal Government Act requires a bylaw to outline a procedure to be followed by a member of Council if the member believes or suspects that they may have a conflict of interest or if a complaint is received by Council that a member has a conflict of interest;

AND WHEREAS the Town of O'Leary Conflict of Interest Bylaw # 2019-04 was read a first time at this council meeting;

BE IT RESOLVED that the Town of O'Leary Conflict of Interest Bylaw # 2019-04 be hereby approved.

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

***K. Agreement re National Building Code with Province*** - This document was forwarded to Council prior to this meeting. Per the Municipal Government Act all municipalities must either enter into this agreement with the Province for building inspections or provide the service. Entering the agreement will result in a second step for any building permit applications and the Province will administer this step and provide inspections for compliance to the National Building Code. The following resolution was passed on a ***motion by D. MacKinnon, seconded by J. MacIsaac and carried:***

WHEREAS as Building Codes Act, S.P.E.I. 2017, c. 61 (herein "the Act") received royal assent on May 12, 2017 and on September 29, 2018 sections 1 and 4 of the Act were proclaimed (Executive Council Decision D2018-268);

AND WHEREAS pursuant to subsection 4(2) of the Act, Council will be responsible for the administration and enforcement of the Act in its municipality;

AND WHEREAS pursuant to subsection 4(3) of the Act, Council and the Minister may enter into an agreement providing for the administration and enforcement of the Act in the municipality by the Minister;

AND WHEREAS Council wishes to engage the services of Government to carry out the administration and enforcement of the Act;

AND WHEREAS Government has agreed to provide Council with these services on certain terms and conditions as outlined in the agreement;

THEREFORE BE IT RESOLVED that the Council of the Town of O'Leary enter into this agreement for the administration and enforcement of the Building Codes Act.

***L. Curling Club request - Moved by J. Dumville, seconded by D. Wood and carried*** provide a letter of support to the Maple Leaf Curling Club to aid in their funding application to the Province to secure funds for replacement of their brine pump.

Secondly, the Club has requested a donation from the Town to help finance their share of the brine pump cost. Council agreed that a meeting with the Club is important to learn the details

of the project and their financial status. To arrange a meeting.

**M. Dugouts** - Estimates to reinstall dugouts at Ellsworth Field were reviewed. The dugouts were not anchored securely during the spring of 2019 installation. Agreed to have Town's maintenance staff do the reinstallation at a cost of approximately \$1200 - \$1400. Quote from Goliath Tech was \$2300.

**N. Confirm sale of surplus fence** - *Moved by D. MacKinnon, seconded by K. Maynard and carried* that 2 rolls of surplus fencing be sold for \$500 per previous email survey of council.

**O. Donation request from CHANCES** - *Moved by D. MacKinnon, seconded by D. Wood and carried* that request be denied as the Town has contributed substantially in providing space and playground area for CHANCES daycare centre.

***Other business & correspondence:***

- Thank you note received from Isabel Yuill in appreciation of the Town's representation at the Seniors award ceremony.
- Thank you letter and acknowledgement from James Aylward, Minister of Health and Wellness for correspondence regarding Dr. Herb Dickieson's efforts to improve the PEI Family Physician Action Plan.
- Letter from Jamie Fox, Minister of Fisheries and Communities requesting feedback and suggestions to his department.

**7. COMMITTEE OF THE WHOLE**

*Moved by D. Wood, seconded by K. Maynard and carried* that Council adjourn to committee of the whole session at 7:45 pm.

*Moved by V. Gallant, seconded by D. MacKinnon and carried* that regular meeting reconvene at 8:55 pm.

**Results from Committee of the Whole:**

No motions or decisions made at this time.

**8. ADJOURNMENT**

Meeting adjourned at 8:56 pm on a *motion by D. Wood, seconded by D. MacKininon and carried.*