

SPECIAL COUNCIL MEETING
March 15, 2018

Present: Mayor Eric Gavin; Deputy Mayor Carol Ferguson (via phone); Councillors Blake Adams and Marvin MacDonald; Reporters from West Prince Graphic and Journal Pioneer; and CAO Bev Shaw.

Regrets: Councillors Joey Dumville, Tashia Maynard and Darren MacKinnon.

1. MEETING TO ORDER:

Mayor Gavin called this special meeting to order at 5:50 pm and declared a quorum present. (Due to weather March 8, 2018 regular meeting was postponed.)

The agenda was approved with the following additions: Options for UV vault at lagoon; Request from Hernewood History and Travel; Pate Subdivision. *Moved by M. MacDonald, seconded by B. Adams and carried.*

2. CONFLICT OF INTEREST DECLARATIONS:

nil

3. MINUTES

The February 8, 2018 regular council meeting and February 22, 2018 special council meeting minutes were reviewed for errors and omissions.

Moved by B. Adams, seconded by M. MacDonald and carried that council meeting minutes be approved.

4. BUSINESS ARISING FROM MINUTES:

nil

5. FINANCIAL BUSINESS:

Carol reviewed the 2017 draft financial statement from BDO and found no irregularities or issues. *Moved by M. MacDonald, seconded by B. Adams and carried* that statement be approved.

Carol reviewed the proposed budget including the proposed capital expenditures and noted that revenue for municipal grant, property taxes, fire dues and new property tax credit were added. Council agreed to add \$7500 for sidewalk repairs and \$217,500 for Community Development. *Moved by M. MacDonald, seconded by C. Ferguson and carried* that budget proposals be adopted and tax rate remain the same at \$1.10 per \$100 assessment value for commercial and

\$0.79 per \$100 assessment value for non-commercial.

Carol reported on revenue and expenses for February 2018 but no update on budget comparisons. February 28/2018 bank balance for general account - \$212,926.65 and for sewer - \$10,284.25; February, 2018 receipts for general - \$65,382.94, for sewer \$33,415.91. Expenses paid in February 2018 for general \$64,133.74; for sewer \$25,389.04. Financial report for February, 2018 was approved on a ***motion by B. Adams, seconded by M. MacDonald and carried.*** No update on budget comparisons as new budget not available.

RESOLUTION RE FINANCIAL RESERVES:

WHEREAS there is currently a reserve in the 2016 financial statement for \$2400 earmarked for special events of the ADIC and the ADIC no longer exists;
THEREFORE BE IT RESOLVED that this amount be used to offset 2017 expenses for Recreation equipment purchases.

AND WHEREAS the town currently has a reserve noted in the 2016 financial statement for \$80,000 earmarked for Pate subdivision development costs and the costs for developing streets in the subdivision has been decreased;
AND WHEREAS the O'Leary Retail Centre project will benefit from these funds;
THEREFORE BE IT RESOLVED that this reserve be renamed and earmarked for the O'Leary Retail Centre project.

AND WHEREAS the loan for a firetruck has been paid out in 2017 and a new vehicle has been ordered and scheduled for delivery in spring of 2019;
AND WHEREAS \$19,368 was not spent from the Fire Department budget and O'Leary Fire District committee agreed that this amount should be saved for a downpayment on the 2019 vehicle;
AND WHEREAS \$50,000 is being allocated in the 2018/2019 proposed budget for the 2019 vehicle and will be reserved at year end (March 31, 2019);
THEREFORE BE IT RESOLVED that the Town create a new reserve earmarked 2019 Firetruck Reserve and allocate \$19,368 to this fund from 2017 surplus.

Moved by B. Adams, seconded by C. Ferguson and carried.

6. NEW BUSINESS

A. Mayor's report - Eric reported meeting with Provincial Department of Transportation, Department of Environment and Luc van Hul, WSP regarding the Pate Subdivision, attended the cannabis store information session, attended the doctor recruitment meeting in Alberton and the West Prince Chamber of Commerce gala as well as several meetings with Island Newcomers.

B. Administrator's report - Bev reported arranging several meetings for Island

Newcomers, attended Friends of the O’Leary Library annual meeting, Municipal Government Act session at Westisle, and met with Occupational Health & Safety officer regarding the UV chamber. Still having issues with heat pump at CN and it may have to be replaced due to its condition. Audit is nearly complete, T4's and Fire Department membership letters sent out. Training session to be held April 6th on complex AED system. Building/business permits - Development permit issued to Cavendish Agri Services for construction of electrical room at approximately \$45,000. Bev’s overtime at 30.5 hours; Dale’s at 80 hours plus 4 days vacation time.

C. Reports from Departments

Police - Marvin reviewed the monthly report from RCMP advising that 176 patrol hours spent in O’Leary and responded to 16 calls for service. Statutes for the month included 1 non-moving traffic violation, 1 liquor control act violation, 1 off-highway vehicle act violation and 1 written warning. Five criminal record checks were completed for residents.

Fire Department - Fire Chief’s report was circulated and Marvin highlighted saying the members responded to 9 calls in February - 4 medical calls, 1 flue fire, 2 structure fires, 1 commercial alarm and 1 vehicle fire.

Development - Blake reported receiving blueprints from Coles Associates and will discuss prices during in camera session meeting. To also discuss costing of Pate Subdivision during in camera. Council reviewed the subdivision plan and Blake noted that cost is substantially lower than first estimate.

Sanitation - Eric advised that sample results at lagoon are high and above regulation amounts but we’ve resampled, reported it to Province and Federal environment departments and are looking for causes.

Copies of Recreation report were circulated to Council.

D. 2nd reading of bylaws:

SECOND READING AND ADOPTION OF MUNICIPAL GRANTS BYLAW # 2018-02

Whereas the Municipal Government Act requires a Grants Bylaw to permit the municipality to provide grants, gifts, rebates and donations to individuals and groups;

And whereas the Grants Bylaw # 2018-02 was read and formally approved a first time at the Council meeting held on February 8, 2018;

Therefore be it resolved that the Grants Bylaw # 2018-02 be hereby read a second time.

Moved by Blake Adams, seconded by Carol Ferguson and carried.

Whereas the Municipal Government Act requires a Grants Bylaw to permit the municipality to provide grants, gifts, rebates and donations to individuals and groups;

And whereas the Grants Bylaw # 2018-02 was read and approved at two separate meetings of Council held on different days;

Therefore be it resolved that the Grants Bylaw # 2018-02 be hereby formally adopted.

Moved by Marvin MacDonald, seconded by Blake Adams and carried.

SECOND READING AND ADOPTION OF GENERAL BORROWING BYLAW # 2018-03

Whereas the Municipal Government Act requires a general borrowing bylaw to permit the municipality to borrow money for capital expenditures or to finance operating expenses on a short term;

And whereas the Borrowing Bylaw # 2018-03 was read and formally approved a first time at the Council meeting held on February 8, 2018;

Therefore be it resolved that the Borrowing Bylaw # 2018-03 be hereby read a second time.

Moved by Carol Ferguson, seconded by Marvin MacDonald and carried.

Whereas the Municipal Government Act requires a general borrowing bylaw to permit the municipality to borrow money for capital expenditures or to finance operating expenses on a short term;

And whereas the Borrowing Bylaw # 2018-03 was read and approved at two separate meetings of Council held on different days;

Therefore be it resolved that the Borrowing Bylaw # 2018-03 be hereby formally adopted.

Moved by Blake Adams, seconded by Carol Ferguson and carried.

SECOND READING AND ADOPTION OF RESERVE FUNDS BYLAW # 2018-04

Whereas the Municipal Government Act requires a bylaw to authorize the municipality to reserve funds to facilitate efficient planning and ensure greater transparency and accountability to the public;

And whereas the Reserve Funds Bylaw # 2018-04 was read and formally approved a first time at the Council meeting held on February 8, 2018;

Therefore be it resolved that the Reserve Funds Bylaw # 2018-04 be hereby read a second time.

Moved by Carol Ferguson, seconded by Marvin MacDonald and carried.

Whereas the Municipal Government Act requires a bylaw to authorize the municipality to reserve funds to facilitate efficient planning and ensure greater transparency and accountability to the public;

And whereas the Reserve Funds Bylaw # 2018-04 was read and approved at two separate meetings of Council held on different days;

Therefore be it resolved that the Reserve Funds Bylaw # 2018-04 be hereby formally adopted.

SECOND READING AND ADOPTION OF TAX RATE GROUPS BYLAW # 2018-05

Whereas the Municipal Government Act requires a bylaw to allow the municipality to establish separate tax rate groups for all real property within the boundaries of O'Leary;

And whereas the Tax Rate Groups Bylaw # 2018-05 was read and formally approved a first time at the Council meeting held on February 8, 2018;

Therefore be it resolved that the Tax Rate Groups Bylaw # 2018-05 be hereby read a

second time.

Moved by Blake Adams, seconded by Carol Ferguson and carried.

Whereas the Municipal Government Act requires a bylaw to allow the municipality to establish separate tax rate groups for all real property within the boundaries of O'Leary;

And whereas the Tax Rate Groups Bylaw # 2018-05 was read and approved at two separate meetings of Council held on different days;

Therefore be it resolved that the Tax Rate Groups Bylaw # 2018-05 be hereby formally adopted.

Moved by Marvin MacDonald, seconded by Blake Adams and carried.

E. Other business & correspondence:

Options for entry to UV chamber for numerous readings of control panel - Bev provided two options for Council to reduce the number of times required to enter the UV chamber. 1. To install remote access to the control panel at a cost of \$11,305 + taxes plus internet connection at \$40 - \$50 per month. 2. To construct a 10' x 10' wooden structure on top of the concrete vault, not covering the access hatch to the chamber. Approximate cost for wooden structure \$5000 + labour, electrical \$1500 - \$2000, rental of crane \$200. The building will also serve as a storage facility for rescue equipment. ***Moved by Blake Adams, seconded by Carol Ferguson and carried*** that possible instability of internet connection and other technical issues, the wooden structure and related costs be approved.

Rescue equipment and staff also required for vault entry which should be reduced to once every 4 - 6 weeks for cleaning of UV lights. Ron's Plumbing could be hired at a cost of \$500 per visit or trained confined entry training recipients who are members of the Fire Department could be hired as sentinels for \$25.00 per hour. Rescue equipment has been offered to the Town by a former firefighter. ***Moved by Blake Adams, seconded by Marvin MacDonald and carried*** that Town hire trained firefighters, borrow equipment from former firefighter and obtain proper certification for winch and other equipment as necessary.

Hernewood History & Travel club donation - ***Moved by Blake Adams, seconded by Carol Ferguson and carried*** that \$250.00 be donated to assist the History and Travel club in this year's trip.

7. COMMITTEE OF THE WHOLE

Moved by B. Adams, seconded by M. MacDonald and carried that Council adjourn to committee of the whole session at 6:40 pm.

Moved by M. MacDonald, seconded by C. Ferguson and carried that regular meeting reconvene at 7:10 pm.

Results from Committee of the Whole

Moved by Blake Adams, seconded by Marvin MacDonald and carried that WSP Engineering be advised to pin the subdivision lots per the new design and cost estimate and apply for the water management permit from the Province. Once the permit is received tenders to be

advertised for the road construction.

Moved by Blake Adams, seconded by Marvin MacDonald and carried that extra cost of \$4000 - \$5000 for complete geotechnical, topographical and legal surveys for strip mall plus the cost of consolidating the two land parcels be approved and be carried out once tender results determine if the project is financially feasible.

8. ADJOURNMENT

Meeting adjourned at 7:15 pm on a *motion by B. Adams, seconded by Marvin MacDonald and carried.*

COMMITTEE OF THE WHOLE
MARCH 15, 2018

1. Blake informed Council of prices for the new subdivision design - \$329,000 which means approximately \$19,400 per lot. This is much cheaper than the first design due to the reduced amount of roadway construction.
2. The cannabis store RFP has been readvertised and due on March 21st. Council to submit offer with a change to rent from \$1350 per month to \$2000 for 1500 square feet. Rent to exclude heat and lights. Eric informed the meeting that we should be advised of successful applicant by March 28th.
Bev to advertise tender on Provincial website as soon as drawings from Coles Associates are available with closing date on March 28th or 29th.
To circulate to Council the preliminary drawings for strip mall and costing for subdivision.
3. Council advised Bev to submit \$30 a month invoice to the Town for use of personal cell phone retroactive to January 2018. Phone use has been increasing in the last couple of years.