

TOWN OF O'LEARY  
SPECIAL COUNCIL MEETING  
JUNE 17, 2020

Present: Mayor Eric Gavin; Deputy Mayor Darren MacKinnon; Councillors Judy Maclsaac, Darrel Wood, Kevin Maynard, and Valene Gallant; CAO Bev Shaw; Press - Graphic.

Regrets: Councillor Joey Dumville

**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 additions 1. Permit application from ADL; 2. Key Murray invoice. ***Moved by D. Wood, seconded by V. Gallant and carried.***

**2. CONFLICT OF INTEREST:**

Nil

**3. MINUTES:**

The minutes of May 13, 2020 special council meeting via conference call reviewed for errors and omissions. ***Moved by J. Maclsaac, seconded by D. Wood and carried*** that minutes be approved as presented.

**4. BUSINESS ARISING FROM MINUTES:**

- Council discussed building status for JC Housing but no application has yet been received for second phase of project.
- Council mentioned COVID 19 protocols in place. Fire Department held their first meeting and went well with distancing etc. in place.
- Water situation at 567 Main Street, Laceby House, reported as ongoing but currently no sitting water causing problems. Sewer connection and drainage pipe to be installed soon.

**5. FINANCIAL BUSINESS:**

Draft financial statement from BDO reviewed and year ending March 31, 2020 was healthy. Adjustments made regarding MCEG grant and fire truck liability to be reduced by amount of grant for the purchase. Also a reserve to be set up for \$22,342.86 which was paid on the firetruck loan from that year's funds. ***Moved by d. MacKinnon, seconded by J. Maclsaac and carried*** that financial report for year ending March 31, 2020 prepared by BDO be approved for final copy. To advise BDO that a visit from them to review the statement will not be necessary.

Monthly financial reports circulated to Council and Darren stated that the COVID situation is not affecting the Town's financial situation other than a little rent revenue from the boardroom. Bank balances as follows: May 31, 2020 for general account - \$242,434.37 and for sewer - \$292,274.86. Expenses for May, 2020 for general totalled \$64,688.84 and for sewer - \$15,633.12. Revenue for May, 2020 for general - \$85,042.41 plus loan proceeds of \$16,830.00 for the new maintenance truck, for sewer - \$284,113.10. **Moved by D. MacKinnon, seconded by D. Wood and carried** that financial report including bank balances, receipts and expenses be approved.

## 6. NEW BUSINESS:

A. Mayor's report - Eric reported that it has been very quiet especially since the COVID 19 situation.

B. Administrator's report - Bev reported that operations at the complex are good and with new COVID 19 protocols in place. Student Chloe Jones has been hired as Sanitation Officer. Faye MacWilliams has tendered her resignation and Bev suggested that we could manage with out a replacement, using summer students, until the fall. The sewer rate review has been submitted to IRAC, sewer invoices sent out and the annual audit is complete. Building/business permits - Demolition permit to Spencer Ellis for 516 Main Street (to be approved by Council); building permit for Spencer Ellis, 516 Main Street for single family dwelling valued at \$260,000; building permit for Dana and Barb Harris, 34 Centennial Drive for privacy fence valued at \$17,000; building permit for Elora Patoine, 593 Main Street for private storage and greenhouse valued at \$22,000; building permit for Elizabeth Ramsay-Sellick, 13 Park Avenue for privacy fence valued at \$600; and building permit for Eric and Carol Gavin, 6 Park Avenue for roof replacement valued at \$10,000.

Overtime/vacation time - Bev 13 hours overtime and 3 days vacation left from last year. Dale's overtime hours not available and all vacation used. Andrew has 25 hours overtime.

### C. Reports from departments -

**Streets & Sidewalks** - Valene advised that she's been sending lists of street and sidewalk maintenance to Bev over the last couple of months. The crosswalks have been painted. Request for speed bumps for Centennial to be brought to Dawn Moase's attention again. Speeders on Centennial, Parkview and Gaspé was mentioned.

**Police & Fire Protection** - Darrel reviewed RCMP reports for March, April and May, 2020. Hours spent on O'Leary business in March - 135, in April - 157 and May - 145. Reports for April and May from the Fire Chief advised that the department has responded to 5 calls in April and 5 in May. The department accepted Katie Thibodeau's application to be a fire department member. The department's new truck committee will be prepared soon to meet with Council to review the different options to replace the tanker.

**Newcomers/Recruitment/Community Endorsements** - Judy has been as busy as always with virtual meetings with newcomers and recruitments groups as well as the Senior's Co-op.

Planning for the community care facility is moving along very fast with funding received from CMHC to help with architect's drawings. Employee Jordan MacDonald has been amazing in moving this project forward. Bev to check emails for updates Judy submitted in the last couple of months and forward to Council.

**Properties** - Kevin stated there isn't much to report but had noticed the house on Kent Street that was a concern is near completion in the renovations and a tenant to be moving in. A local mentioned to Kevin that Leard's Pond area doesn't seem to be kept maintained but then saw where the grass was cut today.

**Sanitation & Community Development** - Eric reported that one new lateral was installed on Ellis Avenue. The new flow meter at the lagoon was being connected this morning. The Sewage Treatment Plant project general contractor is responsible for arrangements for sub-contractor from Ontario to be on the Island and performing the required work at our lagoon. Equipment and supplies for the project should start arriving late June or early July.

**Recreation** - Recreation Director's report circulated to Council.

D. 1<sup>st</sup> reading of Remuneration Bylaw - A Bylaw to Regulate Remuneration of Council and Appointees Bylaw # 2020 - 03:

WHEREAS the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1, enables Council, by bylaw, to establish types, rates and conditions of payments to be made to or on behalf of a member of the Council, a member of a Council Committee or another person and is required by the Municipal Government Act to permit such payments;

BE IT RESOLVED that Town of O'Leary Remuneration Bylaw # 2020 - 03 be hereby read a first time. ***Moved by Darren MacKinnon, seconded by Valene Gallant and carried.***

WHEREAS the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1, enables Council, by bylaw, to establish types, rates and conditions of payments to be made to or on behalf of a member of the Council, a member of a Council Committee or another person and is required by the Municipal Government Act to permit such payments;

AND WHEREAS the Town of O'Leary Remuneration Bylaw # 2020 - 03 was read a first time at this council meeting;

BE IT RESOLVED that Town of O'Leary Remuneration Bylaw # 2020 - 03 be hereby approved. ***Moved by Darrel Wood, seconded by Valene Gallant and carried.***

E. Donation request from Westisle School

***Moved by J. MacIsaac, seconded by D. Wood and carried*** that a donation of \$100 (same as last year) be made to the Prize Committee of Westisle Composite High School.

F. Donation request from Potato Blossom Festival

***Moved by D. MacKinnon, seconded by J. MacIsaac and carried*** that the extra \$2500 donation request from Potato Blossom Festival Committee be denied. (Note that \$2500 towards fireworks display still stands if required.)

G. Adoption of Social Media Policy to allow Town of O'Leary elected officials and employees use of social media on behalf of the Town of O'Leary while following acts and regulations that govern PEI and its municipal governments and also this policy was approved on a ***motion by J. MacIsaac, seconded by D. Wood and carried.***

H. Confirmation of approval for new maintenance truck purchase at \$17,595, sale of surplus truck at \$2515 and sale of surplus lawn tractor at \$1008 was approved on a ***motion by J. MacIsaac, seconded by D. MacKinnon and carried.***

I. Approval for Spencer Ellis demolition permit # 2020-01 was approved on a ***motion by D. MacKinnon, seconded by J. MacIsaac and carried.***

J. Summer meetings - Approved by ***motion made by D. MacKinnon, seconded by J. MacIsaac and carried*** that no regular council meetings be held in July and August. Special meetings to be called if required.

K. Complex parking lot lines were approved to be repainted for \$300 plus tax on a ***motion by D. MacKinnon, seconded by D. Wood and carried.***

L. Other business & correspondence:

- Permit application from Amalgamated Dairies to replace three existing holding tanks on Gaspe Road side of facility with one of similar shape but smaller and a 12 foot circular tank. Approved on a ***motion by D. MacKinnon, seconded by D. Wood and carried.***
- Key Murray invoice for \$434 for legal advice for O'Leary Fire Department was approved for payment.

## **7. COMMITTEE OF THE WHOLE:**

***Moved by V. Gallant, seconded by D. Wood and carried*** that council adjourn to committee of the whole session at 6:40 pm.

***Moved by D. MacKinnon, seconded by V. Gallant and carried*** that regular meeting reconvene at 7:10 pm.

### **Results from Committee of the Whole**

- Discussion held on appearance of Friendship Garden and mentioned extra hours required to have gardener spend some time on it. To also remind maintenance crew that grass needs to be cut.
- Damage by snow blower to Main Street curbing, especially to island with plants and shrubs across from Friendship Garden, to be reported to Department of Transportation and request repair.
- To follow up with Recreation Director on playground equipment plans for Centennial Park. To ask who is responsible for sanitizing at school playground.

- To have discussion with realtor on Pate Subdivision lots.
- To follow up with WSP on survey and analysis of Gospel Hall land now owned by Town.

## **8. ADJOURNMENT**

Meeting adjourned at 7:11 pm on a ***motion by J. MacIsaac, seconded by D. Wood and carried.***