

Cornwall, Prince Edward Island

**Regular Meeting of Council
Wednesday, December 21, 2016 at 7:30 PM**

Mayor **Minerva McCourt presiding**
Present: **Deputy Mayor Gary Ramsay**
 Councillor Shane McGuigan
 Councillor Jill MacIsaac
 Councillor Irene Dawson
 Councillor Elaine Barnes
Also: **Kevin McCarville – Chief Administrative Officer**
 Stephanie Cairns – Administrative Assistant
Regrets: **Councillor Peter Meggs**

CALL TO ORDER

Mayor McCourt called the meeting to order.

APPROVAL OF THE AGENDA

It was moved by Councillor Barnes and seconded by Councillor MacIsaac the agenda be approved as circulated. Motion carried.

MINUTES

It was moved by Councillor Dawson and seconded by Councillor Barnes the Minutes of November 16, 2016 be approved as circulated. Motion carried.

It was moved by Councillor McGuigan and seconded by Councillor MacIsaac the Minutes of December 12, 2016 be approved as circulated. Motion carried.

BUSINESS ARISING

Nil

REPORTS OF COMMITTEES / RESOLUTIONS

1. UTILITY COMMITTEE – Councillor Irene Dawson

The report was included in the Council Package.

Councillor Dawson reported the Committee reviewed the 5-year capital plan approved in February, 2016.

2. PLANNING BOARD - Councillor Peter Meggs

The Committee did not meet this month. Nothing to report.

3. PUBLIC WORKS COMMITTEE - Councillor Shane McGuigan

Councillor McGuigan noted the crosswalk on Warren Grove/Kingston Road is a major concern with the Committee. It was added with the approved bypass, this area will be restructured.

Councillor McGuigan noted the Committee has requested 3 radar signs in the 2017 budget. If approved, the signs will be placed on the Ferry Road, Cornwall Road, and Warren Grove Road.

Staff noted the Committee approved the street paving list for 2017 and will forward to Council prior to forwarding the request to TIE.

4. PARKS & RECREATION COMMITTEE – Councillor Jill MacIsaac

The report was included in the Council Package.

Councillor MacIsaac reported the Senior's Christmas Dinner was held on December 8th at Sam's Family Restaurant. Councillor MacIsaac added there were approximately 125 participants in attendance. A special thank you to Fadi Rashed and his staff, as well as the volunteers that helped make this event such a success.

5. FINANCE COMMITTEE– Councillor Elaine Barnes

The report was included in the Council Package.

F 12-2016, 2016 Salary Grid

Moved by Councillor Barnes

Seconded by Councillor MacIsaac

BE IT RESOLVED the Salary grid for permanent employees be increased by 2% effective January 1, 2017.

CARRIED

F 13-2016, Facility Coordinator Salary Adjustment

Moved by Councillor Barnes

Seconded by Councillor MacIsaac

BE IT RESOLVED the Salary for Facility Coordinator be adjusted from Level 7 to Level 6 on the Salary Grid

CARRIED

F 14-2016, Parks & Recreation Maintenance Technician Position

Moved by Councillor Barnes

Seconded by Councillor McGuigan

BE IT RESOLVED Council approve the creation and staffing of the Parks & Recreation Maintenance Technician position, effective January 1, 2017.

CARRIED

F 15-2016, Utility and Public Works Coordinator Position

Moved by Councillor Barnes
Seconded by Councillor McGuigan

BE IT RESOLVED the Salary for the Utility & Public Works Coordinator be adjusted to Level 7 from Level 6, effective January 1, 2017.

CARRIED

F 16-2016, Engagement Coordinator Position

Moved by Councillor Barnes
Seconded by Councillor McGuigan

BE IT RESOLVED that Council create and staff the Engagement Coordinator position at Level 7 on the Salary Grid, effective January 1, 2017.

CARRIED

6. ADMINISTRATION COMMITTEE– Deputy Mayor Gary Ramsay

The reports were included in the Council package.

Deputy Mayor Ramsay reported Citizens on Patrol is doing well. There are approximately 15 volunteers with this group.

7. COMMUNICATION

Mayor McCourt noted she, along with CAO Kevin McCarville, met with the RCMP. Mayor McCourt added speeding remains to be a major concern within the Town.

8. OTHER BUSINESS

Mayor McCourt thanked Council and Staff for their support through 2016 and wished everyone a healthy and happy 2017.

9. ADJOURNMENT

The meeting adjourned at 8:05 pm.

MINERVA MCCOURT
MAYOR

KEVIN MCCARVILLE
CHIEF ADMINISTRATIVE OFFICER