

Committee of Council

Tuesday, February 19, 2019 at 4:30 PM

Chair Deputy Mayor Cory Stevenson
Deputy Chair: Mayor Minerva McCourt
Present: Councillor Peter Meggs
Councillor Shane McGuigan
Councillor Corey Frizzell
Also: Kevin Coady – Chief Administrative Officer
Kim Meunier – Parks and Recreation Manager
Dean Lewis – Planning and Development Officer
Danielle Herring – Finance Coordinator
Lori Bingley – Engagement Coordinator & Finance Assistant
Regrets: Councillor Jill MacIsaac
Councillor Elaine Barnes

CALL TO ORDER

Chair Cory Stevenson called the meeting to order

APPROVAL OF THE AGENDA

It was moved by Councillor Meggs and seconded by Mayor McCourt the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Chair Stevenson noted he will excuse himself from the meeting when a Resolution is brought forward due to a conflict.

ADOPTION OF PREVIOUS MINUTES

It was moved by Councillor Frizzell and seconded by Councillor Meggs the minutes of January 9, 2019 be adopted as circulated.

Motion Carried

DELEGATIONS/PUBLIC INPUT

CAO Coady stated there was a brochure in the package regarding the Society of Saint Vincent de Paul. They were not able to attend this meeting and have rescheduled to be here for the March meeting.

FINANCE/ADMINISTRATION – Councillor Corey Frizzell

a) Reports

Councillor Frizzell noted the Income Statements were distributed and everything is on track.

b) Items for Discussion:

(i) Communities 13 Capital Funds Request – There was a lengthy discussion regarding the support of the APM centre and what options the Town has moving

- forward. It was decided to table the discussion until the budget meeting in March.
- (ii) Capital Projects – Councillor Frizzell stated there are numerous potential projects being looked at over the next five years, many of which will be covered by Gas Tax.
 - (iii) Organizational Review – CAO Coady shared that he is in the process of finishing the final draft of the RFP and hopes to have it go out as soon as possible. The timeline of having the review completed is approximately three months after the contract is awarded.
 - (iv) Budget Survey Responses – The Committee decided to keep the survey on the website for as long as possible to allow for residents to have their say.
 - (v) CPI Wage Increase – It was noted CPI for 2018 was 2.3%, and Finance Coordinator Danielle Herring stated she contacted other municipalities to see what they were doing, as well as making it clear that this is a cost of living increase, not a raise, for permanent employees of the Town. It was decided the Town would move forward with the 2.3% cost of living increase, retroactive to January 1st, 2019.
 - (vi) Town Suite Accounting Software – It was noted the Town recently switched over from Sage Accounting to Town Suite in January of 2019. The conversion was not smooth, and the information that was transferred over has not been complete or verified. Staff expressed extreme concern over the product not being user-friendly. It was suggested by Councillor Frizzell that extra training may be needed and would revisit this at the March meeting.
 - (vii) Compilation of Campaign Notes – CAO Coady noted the comments received during the election were compiled and included in the package and will keep them on hand for future information.
 - (viii) FOIPP Coordinator- The Town will fall under the FOIPP policy as of April 1, 2019. It was decided that the position of Manager of Finance and Administration will be the FOIPP Coordinator for the Town.

MUNICIPAL SERVICES – Councillor Peter Meggs

- a) The reports will be in the Council Package
 - (i) Transit – CAO Coady and Councillor Meggs attended a meeting with Trius Transit and it was noted that to have two extra weekday and five extra Saturday runs added would cost the Town \$30,000 +/-
 - (ii) Humane Society – It was noted by Councillor Meggs that the Humane Society made an announcement today regarding a \$2.9-million renovation to the existing facility on Sherwood Road.

PARKS & RECREATION – Councillor Shane McGuigan

- a) Reports
- b) Items for Discussion:
 - (i) Boys and Girls Club Interest – Councillor Frizzell stated he would like to see involvement from the Boys and Girl Club in Cornwall and will touch base with the Charlottetown Branch to see if there is any interest.
 - (ii) Outdoor Pool Operations – Councillor Frizzell noted he would like to see a 3-guard rotation for the outdoor pool to keep from having to close the pool for breaks every hour and a half. Parks and Recreation Manager Kim Meunier stated it has been a struggle in the past to find and staff lifeguards for the outdoor pool

IN CAMERA

MGA Section 119 (1)(g)

6:09pm - At this time it was moved by Councillor McGuigan and seconded by Councillor Frizzell that the meeting go in camera to discuss a property matter. All members of the public were asked to leave. Deputy Mayor Stevenson also left at this time, and Mayor McCourt presided over the in camera session.

6:30pm The meeting resumed in open session.

PUBLIC ENGAGEMENT, BUDGETS

Public members were invited to offer input on the upcoming budget. One member of the public spoke to the Committee regarding three major issues he saw that the Town should focus on – Housing, Safety, and Transit. Deputy Mayor Stevenson thanked him for his input.

CORRESPONDENCE

It was moved by Councillor Frizzell and seconded by Deputy Mayor Stevenson to bring forward a resolution at the next Council meeting to declare March 26, 2019 as Purple Day in support of epilepsy.

ADJOURNMENT

The meeting was adjourned at 7:00pm

CORY STEVENSON
CHAIR

KEVIN COADY
CHIEF ADMINISTRATIVE OFFICER