

**Town of North Rustico
Committee of Council Meeting
Monday, June 13, 2022
106 Riverside Drive, Town Office**

MINUTES

Present: Mayor Heather McKenna
Councillor Michelle Pineau
Councillor Patricia Doucette
Councillor Allan Smith
Councillor Andrea Greenan
Councillor Margaret Goulding

Regrets:

Staff: Joanne Smith, Chief Administrative Officer

Guests:

1. Call to Order:

Mayor Heather McKenna called the meeting to order at 7:02 p.m.

2. Approval of Agenda:

It was moved by Councillor ~~Moase~~ ^{Andrea G.} and seconded by Councillor Doucette
THAT the agenda be approved as amended with the following additions:

- Council Vacancy
- Kitchen Equipment for Arena
- Ice-Cream Shop

UNANIMOUSLY CARRIED (2022-06-99)

3. Disclosure of Conflict of Interest:

There were no conflicts of interest declared.

4. Adoption of the Minutes of Committee of Council Meeting – May 9th, 2022

It was moved by Councillor Pineau and seconded by Councillor Doucette
THAT the minutes of the May 9, 2022, Committee of Council meeting be hereby approved as amended.

UNANIMOUSLY CARRIED (2022-06-100)

4.1 Business Arising from the Minutes – Nil

5. **Delegations, Special Speakers, and Public Input: Nil**

6. **CAO Report:**

- **Mount Academy Lease:** It is a complex document that has a few outstanding issues to be addressed in the lease surrounding parking spaces for the Mount, the vendor usage for Canada Games and the needs and expectations during the Canada Games. The lease will be in the hands of the Mount Academy's lawyer for their input into the latest draft by the week of the end.
- **Kitchen Equipment:** Kitchen equipment has been ordered for the new facility from Ferguson Sales. Ferguson Sales has been in contact with Coles Associates regarding design of the kitchen.
- **Rink Cover:** The rink cover was included in the CAO's ACOA application from last October 2021. An amendment will need to be made if the rink cover is determined to not be an immediate requirement for the facility.
- **General Manager Job Competition:** CAO will be reposting the GM position for 2 weeks for a closing date of June 27, 2022. CAO will be interviewing candidates next week.
- **Conveyance:** There is a legal requirement to have land deeded over to the Town prior to work beginning on the installation of the water booster pump. CAO is meeting with Mr. Buote this week about the possibility of a portion of his property being subdivided and sold to the Town for the purpose of having town infrastructure on land that belongs to the Town of North Rustico.
- Reports to be requested from Coles Associates on the schedule, if the project is on schedule and if not, what are they doing to get it back on track.
- **Leases:** Leases have been completed for those requiring renewals.
- **Municipal Elections November 2022:** MGA section 40 – A Municipal Electoral Officer and Deputy Municipal Electoral Officer must be appointed to be responsible for the administration of the election. CAO to advertise for these positions for the upcoming municipal elections in November 2022.

7. **Mayor's Report:**

The Town has 2 students as applicants and have good skills that are beneficial to the Town.

The Mayor and Councillor Goulding are attending the Torch Relay on June 15th, 2022, in Borden-Carleton.

8. **Requests for Decision**

8.1 RFD#2022-05-22 – Addition to Cenotaph

A request was received from a Mr. Gary Gallant about an addition to the cenotaph in North Rustico. Mr. Gallant is expressing that a dedication to men and women who served in the Canadian military during the Afghanistan war should be recognized for their service.

A quote was received from Heritage Memorials in the amount of \$2259.75 (inclusive of HST).

Council requested that staff obtain another quote and to have the proposed memorial inscription be vetted by Veterans Affairs.

8.2 Council Vacancy

Council must decide by resolution if they wish to hold a by-election. CAO went through the timeline on nomination process, publishing, and other election information. By-election process must be exhausted before a ministerial appointment can occur.

8.3 Ice Cream Shop

Discussion on the window replacement for the ice-cream shop.

9. **Next Meeting:** June 27th, 2022.

Moved by Councillor Doucette and seconded by Councillor Greenan to move into in-camera meeting.

UNANIMOUSLY CARRIED (2022-06-101)

10. **Adjournment:**

It was moved by Councillorand seconded by Councillor THAT the meeting be adjourned at

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Heather McKenna, Mayor

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Joanne Smith, CAO

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Date

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Date