



Community of Murray Harbour, PEI
Regular Meeting Minutes
Wednesday, December 7th, 2016

Present: Chair Garry Herring
Cllrs Shawn Landon, Robin Davidson, Faye White, Jim Evans,
James Irving and Wendy Siebrands

Administrator: Sylvain De Lafontaine

Absent: None

Guests: None

Meeting Decorum

1. **Call to Order** – Chair Herring called the meeting to order at 7:00 PM.
2. **Introduction of Additional Items/ Approval of Agenda**

Moved by Cllr Evans
Seconded by Cllr White
Motion carried – 6/0
3. **Disclosure of Conflict of Interest** – None
4. **Adoption of Minutes from November 2nd, 2016 Meeting**

Moved by Cllr Landon
Seconded by Cllr Evans
Motion carried – 6/0
5. **Delegations or Special Speakers** – None
6. **Correspondence**
 - 6.1. Rotary Club of Montague Donation
 - 6.2. Community of Belfast response to Amalgamation Meeting
 - 6.3. Donation from Premier’s Office for EMO response of Nov 28th storm
7. **Committee or Board Reports**
 - 7.1. A Sewage Committee report was presented by Cllr Landon, attached hereto
 - 7.2. The Newsletter Committee was dismantled by Chair Herring, until further action
 - 7.3. A Planning Board report was presented by Cllr Evans, in which it is stated that he contacted Tim James concerning the old Mariner Seafood property. Report attached hereto.
8. **CAO Report**
 - 8.1. Rink arriving tomorrow
 - 8.2. 2nd 2016 installment from GTF deposited in bank account, transferred to GIC
 - 8.3. Kitchen appliances installed and working
 - 8.4. GEBIS organizing free meal for seniors at Community Centre for Christmas

9. **Financial Report** – See Attached CIBC Statement of Account

10. **Procedural Documents**

10.1. Reading and adoption of Confidentiality Policy (P-201)

10.1.1. Motion to extend the meeting by 30 minutes presented by Council

Moved by Cllr Siebrands

Seconded by Cllr Davidson

Motion carried – 6/0

10.2. Council & Staff Roles & Responsibilities Policy (P-202) – Deferred

10.3. Employee Recruitment Policy (P-203) – Deferred

10.4. Conflict of Interest Policy (P-204) – Deferred

10.5. CIP Approval – Project Funds Allocation Transfer

- Motion to transfer \$212,800 of allocated funds from Project 15.4.4 – Sewage Infrastructure to Project 15.4.2 – Parks & Playground

Moved by Cllr Landon

Seconded by Cllr Evans

Motion carried – 6/0

10.6. CIP Approval – P-10 Sewage Expansion Study

- Motion to allow CAO to apply for a Capital Investment Plan for a Sewage System Assessment & Expansion Impact Study

Moved by Cllr Davidson

Seconded by Cllr White

Motion carried – 6/0

10.7. CIP Approval – Project Funds Allocation Transfer – **RFD**

- Motion to transfer \$50,000 of allocated funds from Project 15.4.4 – Sewage Infrastructure to Project 15.5.1 – Sewage System Assessment & Expansion Impact Study

Moved by Cllr Evans

Seconded by Cllr Landon

Motion carried – 6/0

11. **Unfinished Business**

11.1. EMO – Deferred

12. **New Business**

12.1. Office Hours – Christmas Holidays

«Be it moved that the Village Office be closed from 3PM on December 23rd, 2016 to 9AM on January 3rd, 2017, and that staff receive their normal weekly pay for that period as their Christmas Bonus. »

Moved by Cllr Landon
Seconded by Cllr Evans
Motion carried – 6/0

12.2. January 2017 Meeting Re-Scheduled to Jan 11th, 2017

Moved by Cllr Landon
Seconded by Cllr Evans
Motion carried – 6/0

12.3. Snow Blower Disposal – Deferred

12.4. Sewage Utility Employee Contract Modifications

«With regard to the Murray Harbour Sewage Utility, be it moved that a) Lora Ann MacPhee be awarded an increase of \$0.30 per hour, retroactive to July 1st, 2016; and b) the job title on the contract be changed to “Utility Accounts Manager” »

Moved by Cllr Landon
Seconded by Cllr Irving
Motion carried – 6/0

12.5. CAO Employment Contract – Deferred

13. **Next Meeting** - January 11th, 2017

14. **Adjournment** – Meeting was adjourned at 9h30, as the motion to extend was defeated

Moved by Cllr Siebrands
Seconded by Cllr Irving
Motion defeated – 3/4

Garry Herring, Chair

Date

Sylvain De Lafontaine, CAO

Date