

**Council Meeting Minutes**

**Monday, November 28, 2022 – 6:30 p.m.**

**Attendance:** Acting Mayor Karri Ferguson, Deputy Mayor Greg Munn, Councillor's Walter Munn and Donna Penny and Interim Chief Administrative Officer, Sonya Martin.

**1. Call to Order**

The meeting was called to order at 6:34 p.m.

**2. Conflicts of Interest Declaration – Individual Councillors**

Deputy Mayor Greg Munn indicated a conflict with item 6.(a) on the agenda. No other conflicts were heard.

**3. Agenda Approval**

It was moved by Deputy Mayor Greg Munn and seconded by Councillor Walter Munn to approve the agenda as presented. All were in favour and the motion was carried.

**4. Minutes Approval**

The October 17, 2022 minutes were reviewed by Council. It was moved by Deputy Mayor Greg Munn and seconded by Councillor Donna Penny to approve the minutes as presented. All were in favour and the motion was carried.

**5. Chief Administrative Officer Reports**

Income & Bank Statements – October 2022. The CAO reviewed the statements with Council.

**6. Business - Governance**

- a. ICIP Hall Project – The CAO reviewed the current claim submitted to the PEI Infrastructure Secretariat.
- b. CCBF Reconciliation – The CCBF report was signed by CAO and Council.
- c. Schedule of Meetings Resolution. The *Municipal Government Act* (MGA) 110. (3) states, “that a council shall establish an annual schedule of meetings for the conduct of its business, of which at least six meetings each year will be open to the public.” It was moved by Deputy Mayor Greg Munn and seconded by Councillor Walter Munn to approve the following 2023 Council Meeting dates: Jan 10, Feb 14, Mar 7 (Financial Plan Public Presentation), Mar21, Apr 11, May 9, Jun 13, Jul 11, Aug 08, Sep 12, Oct10, Nov 14, Dec12. All were in favour and the resolution was approved.
- d. Council Christmas Supper – Council chose Dec 5<sup>th</sup> to have the annual supper along with the New Council Swear-in at the Northumberland Arena at 6:00 p.m.

- e. CAO position update and shared Services Meeting. Council was advised that Municipal Affairs was checking into a shared CAO/Administrator through other Eastern PEI Municipalities.
- f. A Council Letter of support was requested for a Temporary Permit for the Double Hill Cidery re: Christmas in the Village Event. Acting Mayor Karri Ferguson to contact Rick Brazil with the letter.

**7. Business**

- a. Hut Mast – AMAC will reattach the mast and update any electrical issues over the next two-week period. / A service Order with M Electric was setup # 146748
- b. Light Missing on the Pole at 1251 Gladstone Road. The light is to be replaced that was removed after Fiona and replaced. A work order is in place.
- c. Hall Window. The Hall window is to be temporarily covered as soon as possible.
- d. Eastlink Phone install at Library. The new temporary phone line is installed and the new number for the Municipality id 902.741.2009

**8. Adjournment**

At 7:25 p.m. the meeting was adjourned. Motion by Councillor Donna Penny and seconded by Councillor Walter Munn. All were in favour and the motion was carried.

Signed in accordance  
*Municipal Government Act S. 116(4)*

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Paige Hart, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Paula Pater Voogel, Chief Administrative Officer

\_\_\_\_\_  
Date

Appendix “A”

Chief Administrative Officer (CAO) Report

Bank Statement Report(s)

CIBC – Montague

1.) CIBC – General Chequing Account Balances:

Closing Bank Balance on <b>April 30, 2022:</b>	<b>\$36,647.85</b>
Closing Bank Balance on <b>May 31, 2022:</b>	<b>\$45,184.85</b>
Closing Bank Balance on <b>June 30, 2022:</b>	<b>\$52,092.64</b>
Closing Bank Balance on <b>July 31, 2022:</b>	<b>\$60,269.85</b>
Closing Bank Balance on <b>August 31, 2022</b>	<b>\$70,629.13</b>
Closing Bank Balance on <b>September 30, 2022</b>	<b>\$61,027.82</b>
Closing Bank Balance on <b>October 31, 2022</b>	<b>\$68,173.02</b>

2.) CIBC – Savings Account:

Savings Account Balance at <b>October 21, 2022</b>	<b>\$44,760.95</b>
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3.) CIBC – Flexible GIC:

**FLGIC - 00027 – 1 year | \$6,065.31 | Interest 84.91 | Maturity July 6/2023**  
**FLGIC – 00043 – 1 year & 2 days | \$4,849.04 | Interest 117.02 | Maturity September 18/23**

4.) CIBC - Gas Tax Account\*

(\*This account does not make any interest, it is affected by fees on a monthly basis.)

Closing Balance on <b>July 31, 2022:</b>	<b>\$111,306.50</b>
Closing Balance on <b>August 31, 2022:</b>	<b>\$111,297.00</b>
Closing Balance on <b>September 30, 2022:</b>	<b>\$111,287.50</b>
Transfer of *CCBF Funds (\$4558.00) from Savings <b>October 21, 2022</b>	<b>\$115,845.50</b>

\*Canada Community Building Funds (Gas Tax)