

SPECIAL COUNCIL MEETING MINUTES
Wednesday March 29, 2017
Council Chambers – 7:00 PM
 Approve by Resolution 2017-154

<u>PRESENT</u> Mayor Craig McMaster Councillor Winnie Cadieux Councillor Chaal Cadieux Councillor Daniel Harley Councillor Dinah Carnogursky Councillor Mathew Gauthier	<u>ABSENT</u> Deputy Mayor Lisa Tsetso (with reason)	<u>STAFF</u> SAO, Tammy Neal <u>MINUTES PREPARED BY</u> SAO, Tammy Neal
<u>GALLERY</u>	<u>DELEGATES</u>	

1. CALL TO ORDER

Mayor Craig McMaster called the Special Council Meeting to order at 7:01 pm

2. COUNCILLOR ABSENCES

Resolution 2017-110

Move to accept, with reason, the absence of the following Councillor/s:

* Deputy Mayor Lisa Tsetso

Moved By: Councillor Mathew Gauthier

Seconded By: Councillor Winnie Cadieux

ALL IN FAVOUR – MOTION CARRIED

3. AGENDA ADDITIONS

NIL

4. ADOPTION OF THE AGENDA

Resolution 2017-111

Motion to approve the March 29, 2017 Special Meeting Agenda, as presented

Moved By: Councillor Winnie Cadieux

Seconded By: Councillor Dinah Carnogursky

ALL IN FAVOUR – MOTION CARRIED

Initials: Mayor cm SAO m

5. DISCLOSURE OF CONFLICT OF INTEREST

NIL

6. DELEGATIONS

NIL

7. REPORTS

NIL

8. ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)

Nil

9. DEFERRED BUSINESS AND TABLED ITEMS

a) OPERATING BUDGET (FROM MARCH 21, 2017)

Resolution 2017-112

Motion to accept the 2017/2018 budget with the revisions conducted during the meeting:

- remove extra position in Public Works
- decrease the Public Works Budget by \$25,299
- increase the Administration and Governance by \$25,299
- decrease Administration and Governance expenditures to attain a 0 balance

Moved By: Councillor Mathew Gauthier

Seconded By: Councillor Winnie Cadieux

ALL IN FAVOUR – MOTION CARRIED

Note: Council would like a big calendar in Council Chambers with all activities that are happening in the community on it

b) CAPITAL BUDGET (FROM MARCH 21, 2017)

Resolution 2017-113

Motion to accept the 5 Year capital plan with the following changes:

- Move \$100,000 from the 2019/2020 Fire Department Garage to 2017/2018 and the remaining \$300,000 to 2018/2019
- Bump the \$405,000 for the Fire Pumper from 2017/2018 to 2018/2019
- Add numbers to each project for clarification

Moved By: Councillor Mathew Gauthier

Seconded By: Councillor Dinah Carnogursky

ALL IN FAVOUR – MOTION CARRIED

Note: Council would like to review the Priorities List after the Strategic Plan is complete.

Initials: Mayor Cu SAO m

10. NEW BUSINESS

a) NORTHWAYS CONSULTING PROPOSALS AND SCHEDULE UPCOMING MEETING - ALLEN TWISSELL

i. Strategic Plan Proposal

The SAO reminded Council there is already a motion in place that authorizes this work: Resolution 2017-024
Follow up workshop April 11, 7:00 pm is ok as a workshop follow up, as the SAO will be on Annual

ii. 360 Evaluation Proposal

Mayor Craig McMaster is seeking approval for the proposal from Allan Twissell to conduct a 360 Evaluation on the SAO. He would like to see the 360 Evaluation conducted prior to the Facilitated Discussion in order to have more information for the Facilitated Discussion.

Council Discussed:

- a motion to conduct a facilitated discussion was requested, not a 360 Evaluation
- there is an approved SAO evaluation form
- cost is an issue; don't see what council would get out of it when an evaluation can be done amongst Council
- concern was expressed that there was no quote for the facilitated discussion, which is what was asked for, but Council received a quote for a 360 that was not asked for
- a Council member had no problem with a 360 evaluation being conducted and felt it would be good for all of Council to participate in to see how they are doing as Councillors
- The Mayor read an email from the Deputy Mayor, stating that Council should participate in a 360 evaluation as well
- it was stated that Councillors are elected officials, voted in or out, and it is not necessary for Councillors to participate in a 360 evaluation

The Mayor read Allan Twissell's March 24th email out loud

The SAO voiced her concern regarding the 360 evaluation; she is willing to participate in any evaluation Council decides upon, but is not willing to participate in a 360 evaluation because she feels it will be used for personal gain.

Council Decided:

- April 11th is acceptable for Strategic Plan Update, but the Facilitated discussion should not be held on the same night
- Council needs a quote for the Facilitated Discussion
- there are 3 different evaluation forms on the table, maybe Council can decide during the facilitated discussion, which form suits their needs
- see if Allan is available to conduct the Facilitated Discussion the week before the 11th or when SAO is back from holidays (the last week of April)

iii. Human Resource Proposal

Council Discussed and Decided:

- Council requires Clarity on the purpose of the HR Plan; is it to tweak documents we have or develop something new? It is expensive to work on what we already have in place: not sure the proposal meets the intent of what council was hoping to achieve. When Allan comes to host the Facilitated Discussion maybe he can elaborate on the Human Resource Plan content.
- Notify Allan that Council would like elaboration on the Human Resource Plan before committing

Initials: Mayor CM SAO M

b) IN CAMERA – COMMERCIAL: **HAMLETS ACT 2003, c.22, SECTION 25(3)(A)**

Resolution 2017-114

Motion to move into camera at 8:03 pm

Moved By: Councillor Winnie Cadieux

Seconded By: Councillor Mathew Gauthier

ALL IN FAVOUR – MOTION CARRIED

Note: Council stayed in camera for both item b) & c)

c) IN CAMERA - LABOUR: **HAMLETS ACT 2003, c.22, SECTION 25(3)(D)**

Resolution 2017-115

Motion to come out of camera at 9:40 pm

Moved By: Councillor Chaal Cadieux

Seconded By: Councillor Dinah Carnogursky

ALL IN FAVOUR – MOTION CARRIED

11. STRATEGIC PLAN REVIEW - NIL

12. BYLAWS & POLICIES - NIL

13. COUNCIL ISSUES AND CONCERNS - NIL

14. CORRESPONDENCE OUTGOING - NIL

15. CORRESPONDENCE AND INFORMATION - NIL

16. ADJOURNMENT

a) UPCOMING MEETINGS

- i. April 4, 2017 – Regular Council Meeting 7:00 pm, Council Chambers
- ii. April 5, 2017 – MACA, In Camera Commercial: **Hamlets Act 2003, c.22, Section 25(3)(a)**, 7:00 pm, Council Chambers
- iii. April 6, 2017 - Financial Statement Reading Workshop 7:00 pm, Council Chambers
- iv. April 11, 2017 – Strategic Plan Update & Facilitated Discussion (proposed) 7:00 pm Council Chambers
As discussed above, April 11, 2017 is ok to hold the Strategic Plan Update, but the Facilitated Discussion should be held on a different day; possibly the last week of April
- v. April 27, 2017 - Legal Responsibilities Workshop 7:00 pm, Council Chambers
- vi. April 5, 2017 – 9 am Bylaw & Policy Committee Meeting

Initials: Mayor CM SAO M

Resolution 2017-116

Motion to adjourn at 9:45 pm


Moved By: Councillor Daniel Harley

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED



Craig McMaster,
Mayor



Tammy Neal,
Senior Administrative Officer



Initials: Mayor CM SAO TM