

**Town of Irishtown-Summerside
Minutes of Meeting
Wednesday, December 15, 2021**

In Attendance:

Mayor Wheeler, DM Parsons, Councilors Hackett, McAuley, Morgan and Taylor.
Minutes recorded by assistant clerk - A. Bennett. Meeting called to order at 7:08 p.m.
by Mayor Wheeler.

Motion 2021 – 113 McAuley / Taylor

Moved to adopt the agenda as circulated with addition of late items. All in favor. Carried.

Motion 2021 – 114 McAuley / DM Parsons

Errors/Omissions – page 7 **Motion 2021 – 109** repeated twice, **Motion 2021-110** omitted.
Insert Motion 2021-110

Motion 2021 – 110 McAuley / Hackett

Moved to adopt the amended Rules of Procedure as presented at the Public Meeting on
December 1, 2021. All in favor, carried.

Business Arising from the Minutes

1. Bonfire Mess – has been cleaned up
2. Hot Water Tank – delayed by water leaks, floor needs repair, needs to be cleaned and painted to get rid of mold.
3. Any update regarding Marina – meeting that was schedule with partners was cancelled, meeting scheduled for tonight, will advise of outcome
4. SS Hall phone – has been fixed, got disconnected with FibreOp installed
5. HRV – needs to be addressed in Spring, equipment to be salvaged

Committees:

Public Works

1. Water Leaks – had 7 leaks that maintenance has been working on, 4 have been repaired, 3 left to address, 1 involves a house on Davis Cove Road - low pressure but has water. Hydrant at top of Pynn's Pond Road is leaking from bottom, may not be closed completely. Area by Loder's Autobody may be caused by a different leak. Outfall at bottom of Pynn's Pond Road – culvert is blocked. Dept.

of Transportation and Highways (DOT) was there and removed 30,000 liters of water in 8 hours now its full again, chlorine smell, old culvert, French drain under culvert between 2 outfalls is not working. Maintenance to use fire hose to clean by Monday. DOT to return Monday, if not addressed then they will not return until Spring. DM Parsons to explain issue to Chief Parsons too see, if possible, to get fire hose training there tomorrow night to clean out.

2. Hydrant School Lane – parts have been ordered. As repairs are required with hydrants, replace with new style hydrants. Parts are becoming obsolete, do not repair, replace them.
3. Snow Clearing Complaints – 3 new areas added that were not included in Snow Clearing Contract Ambleside Haven, Millview (check Minutes for takeover), and Clover Street. Road in front of 22 Clover is not being cleared, hydrant there. All legal documents state property is on Clover, frontage is on Clover. Area has to be plowed. Celtic not getting enough material, was done at 5:30 am and only one side of road wad done. Contractor has been advised, he was out of Town, he will address with his staff.

Delegate: 7:31 pm – 15 Colson’s Road

- Resident requested an update, stated that in the past everything was put to the lawyer
 - Council advised of the following:
 - Council has been actively looking int this matter and sent correspondence to resident in question, no response received from resident up to this time
 - There is another mechanism in place
 - Mayor has visited property in question on 3 different occasions
 - Will follow up by visiting the property once again if no response received
 - Council will keep on it, not letting it slide
 - Provincial Gov. is now involved, council is working with another department
 - Council put forward a proposal to resident plus 1 more avenue
 -
 - This matter is a main priority
 -
 - Been 6 meetings in 10 weeks on this matter
- Resident left 7:47 pm**
- Discussion amongst Council,

H.I.S.

1. Christmas supper was December 10, 2021, much appreciated Council paying for supper
2. Items to be address to go through liaison's

Recreation/Halls

1. No updates received
 - 2 separate committees
 - Both groups were offered \$10,000 as well as H.I.S. H.I.S. used a portion, IT Rec used a portion, no response from SS rec
 - SS Rec may be starting up in January
 - Access to SS Park is a problem
 - Both rec groups should come together as 1
 - 2 separately incorporated entities
 - New start, start over and bring in both committees for discussion
 - Both need to come together for commission, can be 2 separate arms of council
 - Community groups coming forward
 - Send invite to both rec groups, 2 from each group

Back to H.I.S.

1. \$10,000 was to be paid by Council, not to come out of H.I.S. budget, it was taken out of budget
2. Municipal Affairs advised that Council is responsible to pay all operation costs (Heat, light, phone, etc.)

Building Inspections – None

Beautification

1. Penney's Lane – trailer slides now closed. Western Health is aware of the situation and is moving forward with a Social Worker, will update Council.

- Need committee descriptions and outline of which council member is in each committee, this could be posted on Facebook
- 2. Come Home Year Grant - \$2,000 grant was applied for, was not much time so it was prepared and sent. Plan that was submitted was for the Town Hall Parking Lot. Shannon's Signs will donate required signs for the project.

GHJC – no update

H/R

1. Maintenance position should be full time.
 - Offer more pay and provide a written job description. Maintenance has stepped up, make decision down the road if we need to hire a supervisor. No complaints from the current staff. Make wage supervisor appropriate and see how it goes.
 - Overtime needs to be paid to all staff, over 40 hours at time and a half.
 - Need to call Special Meeting to discuss wages etc.
 - All staff have big responsibility
 - How direction is given/received makes a difference
 - HR Committee to meet and will advise re salaries etc. Special Meeting will be arranged. Councilor McAuley not available next Wednesday
 - Christmas Bonus for employees. Last year clerk Maintenance part time All bonus need to be the same
 - HR Committee call Rita and ask for written resignation, dated for the date notice was given – not required, it is recorded in Minutes
 - Assistant Clerk did not receive vacation this year
 - Amanda to be paid regular hours at 40 hours per week, paid holidays. Stat holidays Christmas Day, Boxing Day, New Years Day. Need to pay out vacation.
 - Jeffrey to be paid regular hours at 35 hours per week, goes home for lunch
 - Stephen to be paid regular hours last week of December

Motion 2021 – 115 DM Parsons / Taylor

Motion to pay the four employees a Christmas Bonus. All in favor, carried.

- Salaries, vacation policy and statutory holidays et. will be determined by HR Committee and brought back to Council as a whole for discussion.

Public Relations

1. Facebook Page is going good
2. Website – aiming for January 1, 2022. Request was put out to residents for pictures of the Community, have received some, these will be on the website

Correspondence:

- 5.i). 1. **December 1, 2021** – Request Assistance with snow clearing – 41 School Road
- Send copy of Road Regulations, revisit in Spring
3. **December 13, 2021** –Complaint – School Road – 19 School Road has ditched across the road again.
- Send ltr., will be charged any fees we incur

Financials

Add Wages / Overtime Hours

Council reviewed Financial Update as provided with Agenda. Mayor Wheeler read aloud.

Motion 2022 – 2021 – 116 Hackett / DM Parsons

Motion to accept financials as presented except DMG until further clarification. All in favor, carried.

Unfinished Business:

1. **Banking update / changing banks**
 - Mayor met with 4 banks
 - CIBC – eliminate all fees with minimum service fees
 - BNS BMO RBC - will not be able to touch this offer
 - Recommend to accept CIBC offer asap, make sure not locked in

2. Budget

Motion 2021 – 117 DM Parsons / Morgan

Motion to accept the 2022 Budget as presented. All in favor, carried.

New Business:

1. Mayor's Meeting debrief
 - Briefing on information discussed
 - Minutes/Notes will be prepared for circulation
 - Maybe Clerks meeting
 - Meeting with Businesses
2. Orientation of Town systems / inventory on hand / curb stops
 - Arrange orientation/Info. session with Jeffrey
3. Subdivision land – How to proceed with contractor (Contractor wants to build a house in the subdivision, can land be paid for from final draw? Down payment?)
 - No, must be paid for in full before any work begins
4. Christmas Lights Contest – Participation
 - Good idea, proceed
5. Christmas Closure
 - Closed December 23 – January 3. Office to open January 4, 2022.
 - Clerk – full pay
 - Maintenance – to work garbage/recycle day – full pay
6. Christopher's Cove Snow Clearing
 - Already addressed
7. Emergency Plan & Emergency Committee
 - Legally required by law
 - Defer to new year

Late Items:

1. Key pad locks (office & chambers)
2. Change all locks – call Western Lock
3. Security system (hall & garage) – call Phone Tech
4. Garbage box for Irishtown Hall Parking Lot
5. Garbage Truck Gates – bring to foundry for repair
6. Cell Phone for Jeffrey – needs a smart phone, text, pictures, email
7. Serving windows – not wheel chair accessible (kitchen or office) ramp
8. IT Hall Kitchen – proper doors required to close opening
9. Need wet floor signs (both halls)
10. Garage door knobs – needs handles & security plate
11. Garage outdoor lights & vents
12. Doors – all doors need locking pins

Deferred Items:

1. **Change in Town Name**
2. **17 Colson's Road** – prepare proposal as noted above
3. **177A Main Street** – Clerk contacted West Coast, advised resident that West Coast looking for clarification – waiting on response from resident.
4. **Taylor's Road/Christopher's Road** – needs repair – work order was given to Maintenance. Motion in the past to purchase culverts. Get contractor to pick up and repair.
5. **Safety Procedures** – new legislation being put in place for new year, proceed once this has been received. **First Line Safety**
6. **266 Main Street**
7. **Max Simms meeting** – cultural entertainment grants to enhance facilities.

Minutes
December 15, 2021

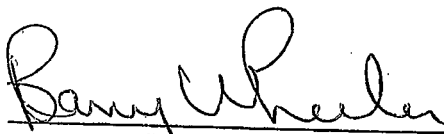
Date and time of next meeting: 7:00 pm, Wednesday, January 12, 2022

Meeting Adjourned

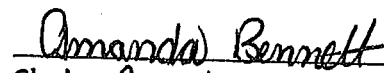
Motion 2021 – 118 McAuley / Hackett

Moved to adjourn meeting at 10:38 pm. All in favor. Carried.

Review of Disclosure Statements



Mayor – Barry Wheeler



Clerk – Amanda Bennett

Date Adopted: Jan. 12 / 22