

Council Meeting 12 December 2022 7 PM at the Hall

MINUTES by interim CAO Erin Veitch

Councillors attending: I. Novaczek, Mayor: Councilors Lisa Macleannan, Kent Macleannan, Bev Fowler

Regrets: David Ross, John Macleod

Members of Public: none

1. As quorum was achieved, Mayor Novaczek called the meeting to order at 7 PM and welcomed the members of Council attending.

2. Motion to nominate interim CAO (Erin Veitch) to take minutes. Moved by I Novaczek; seconded by Bev Fowler. Votes for: 3 Against: 0

3. Review and adjust agenda. Adjustments made: None

Mayor Novaczek moved to accept agenda. Seconded by: Councilor Lisa M.acleannan
Votes for: 3 against: 0

4. Mayor Novaczek called for the declaration of any conflicts of interest. There were none.

5. Mayor Novaczek appointed Bev Fowler as Deputy Mayor.

6. Motion to approve signing officers for bank (CAO and Mayor I. Novaczek with Deputy mayor Bev Fowler to sign if the Mayor is unavailable). Moved by I Novaczek. Seconded by: Lisa Macleannan. Votes for: 3 Against: 0

7. Review November council minutes .

Motion to approve. Moved by I. Novaczek Seconded: Bev Fowler. Votes for: 3 Against: 0

Business arising from minutes (I. Novaczek) : Council will consider Sandy MacKay's request for help to find funds for the church renovation.

Mayor Novaczek called Municipal Affairs and was told that our Municipal Admin Support funding application will be approved; money will flow in January. \$15k total for CAO (\$2400), election expenses (\$2000); Accounting/audit (\$3600) and insurance (\$7000)

Christmas craft fair income was reported by Bev Fowler. Total = \$652.

The swearing in of new council is almost complete. John MacLeod has not yet sworn his oath and our procedural bylaw dictates that he cannot participate in council until that is done.

J. MacLeod was not present at this meeting.

Items to defer to January (no updates available): Playground repairs, Noise bylaw discussion, Seniors housing initiative, electric car charging station. Moved by I Novaczek. Seconded by: Lisa Macleannan. Votes for: 3 Against 0

8. Update on CAO hiring. (6 applicants; 3 shortlisted; 2 to be interviewed on Thursday)
I. Novaczek, Bev Fowler, and Lisa Macleannan will be present for interviews.

9. Update on administrative costs for 2022-23 as of 1 December was provided by Mayor Novaczek. We spent \$6250 on CAO salary, bookkeeping cost \$767.62, and the audit was

\$3848.75, Other increased costs included Insurance \$4750, and Fire dues \$7760. Current bank balance (12 Dec) in the operational account is \$3667.91. We also have \$7272 in savings for community priorities. We must work with the new CAO to ensure that all necessary information is gathered and financial statements and budget for next year is accomplished by end of fiscal (March 31st). Bev Fowler will speak to the book keeper, who is staying on until end of December, and have the Quickbooks account brought up to date.

10. \$32 in expenses for the tree lighting were paid by Bev Fowler after the receipts were received. Motion: to provide up to \$100 to pay for expenses for the Santa at the park; this to be paid after the new CAO has been given the receipts and has banking authority. Moved by Bev Fowler. Seconded: Kent MacLennan. Votes for: 3 Against: 0

11. Update on Capital projects by I. Novaczek:

Shed and hall repairs must be complete by 31 January; if not then we will lose the partial funding from the province.

A preliminary cost estimate from Final Cut construction for repairing the shed (\$6000) was significantly higher than the original quote from Craig Murray (\$5000). I. Novaczek will ask Craig if he is willing to do the job based on his original quote. We are waiting for a final estimate for the leak repair. On Saturday morning council volunteers will clear the shed out and move the contents to John Macleod's barn.

Erin Veitch will ask Kalen Veitch to provide an estimate for the small plumbing repairs needed in the community center.

The community garden project was given a raised bed.

12. Information from K. McCarville, Municipal Affairs re: filling vacant Council seat is that we can select a person without calling a byelection, and the minister will appoint him or her. Irene N to talk to Ms Toby Hill to see if she is interested.

13. Community Facebook page administration. Former CAO Julia Smith advised to ask Kim MacLeod to confirm that Community of Breadalbane is the official council FB page. Council requires a volunteer communications officer to look after the website and Facebook page. Erin Veitch volunteered for the position. Irene N will contact Kim to arrange the transfer of the Facebook page administration to Erin.

14. Establishment of committees/call for volunteers (Finance, Capital Projects, Facilities, Emergency Management). I Novaczek requested that Bev Fowler chair a new finance committee and draft the terms of reference. Bev accepted. Lisa MacLennan volunteered to be on the Finance Committee. The mayor is automatically a member of all committees. According with the procedural bylaw each committee should have 3 members who are on council. B Fowler pointed out that we also need a bylaw committee. Bev Fowler volunteered to chair a bylaw committee. Kent MacLennan volunteered to join the bylaw committee. Mayor Novaczek recommended that we finish our current projects before developing any new ones; she will continue to help with funding proposals but would like someone else to chair the Capital Projects committee. This will be sorted out in January. Facilities committee is disbanded, to be

evaluated in new year as we develop the 2023-2024 budget. Emergency Management: Kent to talk to David, leave vacant until new year.

Motion to review terms of reference and confirm committee chairs at January council meeting. Moved by I Novaczek. Seconded by: Lisa MacLennan. Votes for: 3 Against: 0

15. Invitation to residents to raise issues and offer information

Hairdresser service at hall (Erin Veitch)

Pay \$5 an hour for use of hall for haircuts.

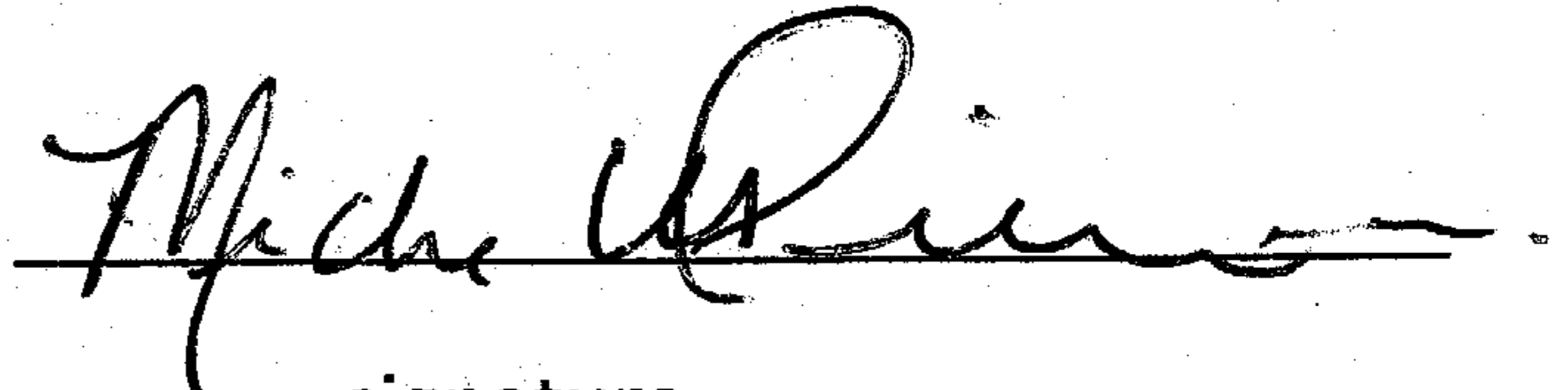
Erin Veitch to talk to Hall attendant (Zoe) about scheduling, keys and directions for the alarm system. Irene to recall keys from former council members.

16 I. Novaczek proposed adding one more meeting to the annual schedule and council agreed.

Dates of council meetings for 2023: 10 January, 21 February, 14 March, 09 May, 11 July, 12 September, 14 November

17. Mayor Novaczek called for adjournment; all councilors agreed. Adjournment time: 8:43 PM

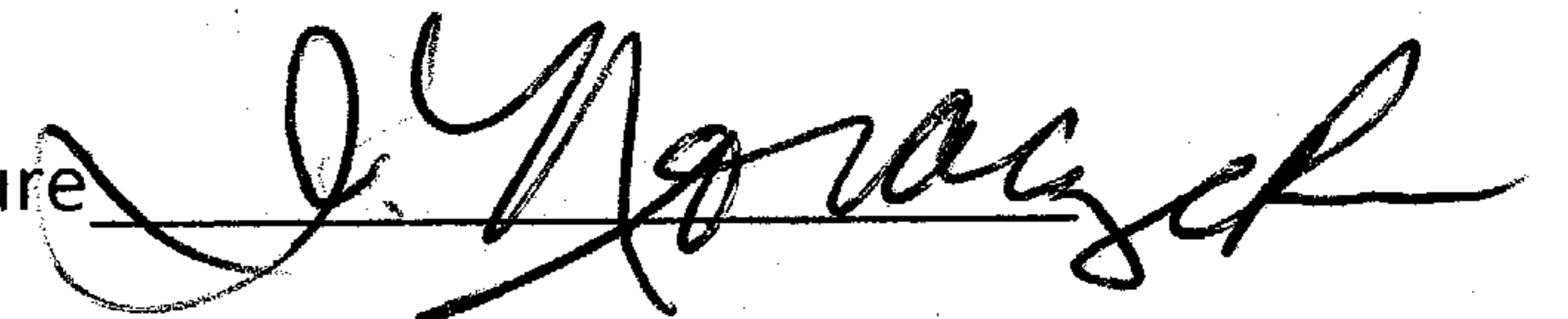
Draft minutes prepared by Erin Veitch (interim volunteer CAO)


signature

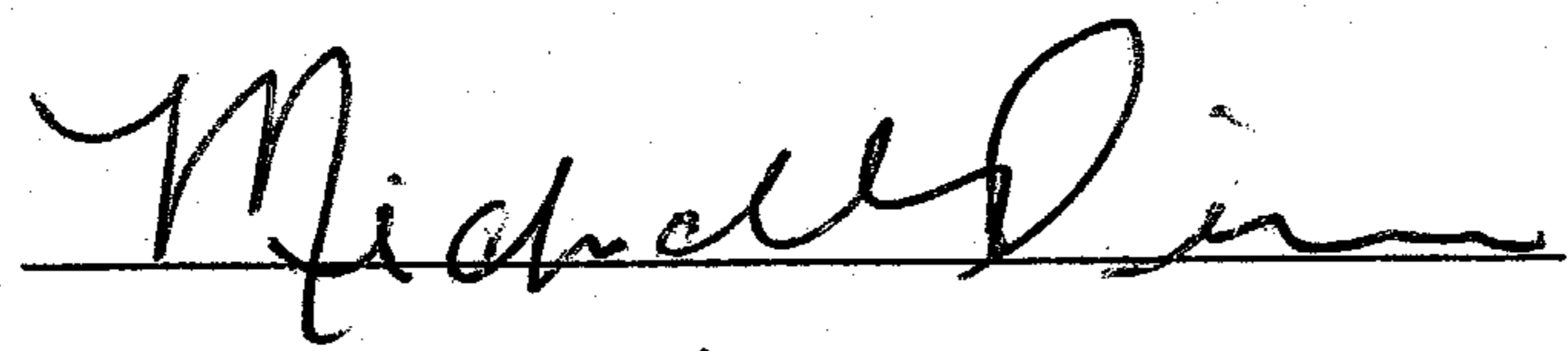
Minutes Approved by Council

3 Jan 2023
Date

Signature


Mayor Irene Novaczek

Witness:


CAO