

The meeting was called to order by Councillor Bobbitt at 6:00 pm.

**Attendance:** Deputy Mayor MacLeod, Councillors Bobbitt, Hunt, Loder and Shay as well as the Clerk Treasurer and Administrative Clerk.

- 1. Parson's Brook:** The Clerk Treasurer passed on comments from the Works Supervisor. Two quotes were received and the low bid (Cunningham) was chosen. The job will come in under budget. The job has been completed and the property owner is pleased with the result. The invoice has not yet been received.
- 2. Volunteer Recognition:** The Clerk Treasurer reminded the committee that Council decided to identify the names of local residents and formally recognize them at the Annual Levee on January 1, 2108. He asked committee members to submit the names by November 1<sup>st</sup> for consideration and Council will select from that list.
- 3. Trail Head & Marker Signs:** The Works Supervisor has determined the costs of the Trail Head Sign and the individual location marker signs for the Village portion of the trail. He has yet to determine the number and location of the individual signs. The plan is to acquire the signs and install same this fall. The Clerk Treasurer said it would be appropriate to recognize the Sussex Area Community Foundation (SACF) on the Trail Head sign for their contribution to this project.
- 4. TIANB:** The Deputy Mayor MacLeod reminded the Committee members that a presentation was made to Council on September 19<sup>th</sup> on the merits of the organization and she would like the Village to consider membership for the balance of the year. This would allow the Village to see how the organization helps promote tourism and how it may be of a benefit to the Village. It was recommended the membership be forwarded to the Council Meeting on October 17<sup>th</sup> for resolution.
- 5. 2018 Budget:** The Clerk Treasurer said he and the Works Supervisor will prepare the routine operating accounts for budget purposes. Once prepared and circulated to Council meetings will be scheduled to review the staff input and to discuss potential projects or other expenditures for the 2018 year. It was resolved that the following budget meetings be scheduled. All meetings commence at 6:00 pm.

October 19 Review / discussion of non-routine items. Council to provide input to Clerk Treasurer on or before October 16<sup>th</sup> and the list will be circulated to Council & Staff prior to the budget meeting.

October 26 Review of routine budget

November 23 Review of routine budget

November 30 Final budget recommendation. Note this assumes that all budget input has been received.

**6. Personnel Meeting:**

The Clerk Treasurer noted that a significant portion of the budget is for staff wages and council remuneration. He recommended that the Personnel Committee or Council meet during the budget cycle to determine the amounts for inclusion in the various budget line items.

**7. Process – Boil Water:**

The Works Supervisor was not present so it was deferred to the November 2<sup>nd</sup> Operations Committee meeting.

**8. 2017 UMN Conference:**

Councillor Hunt said he attended a presentation from Irving focused on woodlands and reducing greenhouse emissions. There was also a discussion on sustainable communities and energy saving. Deputy Mayor MacLeod said there should be a discount given for power usage during off peak hours. Programs are available to consumers to have a power assessment of their homes following grants to improve the energy efficiency of their homes. He spoke on the Federation of Canadian Municipalities (FCM) and how municipalities can take advantage of programs and funding for municipal sustainability. He suggested the Village should become a member and to include it in the 2018 budget talks. He also talked about an administrative software package to make administration processes more efficient. On such user the Village of Belledune.

**Adjournment:**

Councillor Bobbitt called an adjournment at approximately 6:35 pm.

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Clerk Treasurer

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Operations Committee Chair