

The meeting was called to order by Deputy Mayor MacLeod at 6:00 pm.

**Attendance:** Mayor Flewwelling, Deputy Mayor MacLeod, Councillors Hunt and Loder as well as the Clerk Treasurer, Administrative Clerk and Works Supervisor.

- 1. Christmas Dinner:** The Administrative Clerk said she has not yet received a reply from the Works Department and Councillors Hunt, Shay and Loder. Councillor Hunt confirmed his attendance and Councillor Loder said she was undecided at this point. She said all is organized. Mayor Flewwelling asked the Administrative Clerk to send out a reminder.
  
- 2. New Year's Levee:** The Administrative Clerk asked if the plan is to host the event in a similar fashion to last year. Committee members agreed. She asked for names of prospective individuals for volunteer recognition at the Levee. The Clerk Treasurer asked if the Village would like to extend invitation to officials (e.g. MP, MLA, etc.). Committee members agreed. The Deputy Mayor added that invitations should be sent to those receiving volunteer recognition.
  
- 3. Trail Head & Marker Signs:** The Works Supervisor said he didn't know why his name was attached to this item. The Clerk Treasurer said it was for a status report on the project. He said then the Clerk Treasurer's name should have been attached to the item. In response, the Clerk Treasurer said he was not the one to provide a project update. The Works Supervisor said he didn't plan on giving a report. However, he did say the project is underway from a design perspective and he is working with the supplier to complete the design and deliver the signs for installation. The Administrative Clerk asked if recognition is being given to the Sussex Area Community Foundation on the trail head sign. The Works Supervisor said the design has not been finalized but a proof would be forthcoming.
  
- 4. Letter re Plumbing Inspector:** The Works Supervisor said the issue with the letter is the process outlined by the province with respect to the responsibilities of the municipalities. He noted the process as identified requires the municipality to acquire a permit for changes or repairs. He said in many cases the repair must be made immediately and cannot wait for a permit. The province agreed that in those cases a permit is not required but would not remove the wording re repairs. He said the Village is ahead of the game and currently acts in

accordance with the above. He also noted the email received by the Village was from a local plumber and not the Province as should have been the case.

**5. Citizen Request – Water Meter:** A request was received from a local resident for the installation of a water meter at her home. The Works Supervisor said the Village does not provide for such activity and the Village does not bill for metered service. He also noted that meters are required for all new construction. Mayor Flewwelling asked the Clerk Treasurer to draft a response to the resident for his signature.

**6. Resignation – Justin Henry:** The Deputy Mayor noted the resignation of a Works Department employee and said she has passed on the letter of resignation to the Clerk Treasurer. The Works Supervisor said the matter had been previously discussed with Council following a recent budget meeting.

**7. Process – Boil Water:** The Works Supervisor said this was held over from the previous meeting as he could not attend. He said he was not even aware of the process until after the recent boil water event. He said it is an administrative process outlining the responsibilities of administrative staff. He noted the process is well outdated and needs to be updated or rewritten. Mayor Flewwelling asked the Clerk Treasurer and Works Supervisor to address this matter. The Administrative Clerk said, in relation to the recent boil water event, neither Council nor administration staff were advised of the event. Deputy Mayor LacLeod asked what about our responsibility should there be a need for a boil water order in Brookview Mini-Home Park. The Works Supervisor said any such incident would be the responsibility of park ownership (Local Manager Robert Norris or Regional Manager Ann-Marie Snyder).

*Councillor Loder asked why her items were shown as late submissions when as per her findings the original deadline for submissions was Monday at end of business day. She said the deadline was moved to Friday one month where Monday was a holiday. She said her submissions were in fact early. The Mayor said that if no one objected the items would be considered for this meeting.*

**8. Letter from Mr. Paulin (RSC8):** Councillor Loder asked what was happening with the letter from Mr. Paulin of the RSC8 regarding the development of the Pugsley Street extension by Premier Holdings. The Works Supervisor said he received a package from the engineer earlier in the day and had not yet been able to

review the materials. The Clerk Treasurer said the Village will assent to ownership of the street once the conditions of the developer's agreement have been satisfied.

**9. Dept. Env. & Local Govt.:**

Councillor Loder said she has had conversations with Department of Environment and Local Government personnel (legal group – Martin Corbett) re issues involving Council. She said her contact has offered to meet with Council to discuss these issues if they so wish. It would require all of Council to agree. The Mayor asked what issues? Councillor Loder said “throwing two Councillors under the bus”, inability to provide their opinions, etc. It was noted this would require a motion of Council with, according to Councillor Loder, unanimous consent of all of Council. Mayor Flewwelling requested copies of written communications between Councillor Loder and the province before proceeding.

**10. Amalgamation – Budget Talks:**

Councillor Loder asked why amalgamation was added to the potential expenditures for 2018 as part of the budget exercise. The Clerk Treasurer said the list is ongoing and Council will have the opportunity to make decisions on each of the items as part of the budget process. She said she was of the opinion the matter of amalgamation was closed. Councillor Hunt said he asked to have the item on the list for consideration. When questioned by Councillor Loder why this would be considered as the Mayor had stated early on in the term that the matter was closed. The Mayor responded stating at the start of the term this matter was closed as the people had spoken. At this juncture we need to be fluid and address the best needs of our residents on a going forward basis. Councillor Hunt said when he ran for Council he said amalgamation was one of the issues he would address. He said he has been working on the amalgamation issue as a local resident not a member of Council.

**Adjournment:**

Deputy Mayor MacLeod called an adjournment at approximately 6:32 pm.