ADMINISTRATION COMMITTEE MEETING # 43-19
THURSDAY, DECEMBER 12, 2019 – 6:00 P.M.
AGENDA

COMMITTEE MEMBERS:

COUNCILLOR RYAN, CHAIRPERSON   **SCOTT HATCHER, P. Eng. C.A.O.**
DEPUTY MAYOR WILSON   **P. I. MAGUIRE, TOWN**
                                                                CLERK/TREASURER

COUNCILLOR NELSON
COUNCILLOR ARMITAGE
MAYOR THORNE

COUNCILLOR MILNER
COUNCILLOR BOYLE
COUNCILLOR CARR

1. APPROVAL OF AGENDA

2. RECORDING OF ATTENDANCE

3. DISCLOSURE OF CONFLICT OF INTEREST

4. APPROVAL OF MEETING MINUTES #42–19.

5. DELEGATIONS:
   1.0 DEPARTMENT HEADS – PRESENTATION OF 2020 DEPARTMENT BUDGET
       REQUESTS.

6. BUSINESS ARISING OUT OF MINUTES.

7. NEW BUSINESS:
   1.0 IOM CLERK TREASURER MAGUIRE – 2019 BUDGET ALLOCATION MOTIONS.

   2.0 REGIONAL SERVICES COMMISSION 8 – BASE AMOUNT AGREEMENT.
       a.   PNB DRAFT - BASE ANNUAL FEE AGREEMENT.

   3.0 2020 LIABILITY INSURANCE QUOTATION
       a.   LETTER CAIN INSURANCE 2020 INSURANCE BREAKDOWN.
       b.   IOM CLERK TREASURER MAGUIRE, 2020 INSURANCE RECOMMENDATION.

   4.0 FEDERAL GAS TAX:
       a.   EMAIL, SECOND PAYMENT OF GAS TAX 2019.

   5.0 2020 ASSESSMENT INFORMATION:
       a.   2020 TAX BASE AND COMMUNITY FUNDING & EQUALIZATION GRANT.
       b.   2020 SNB ASSESSMENT AND TAX BASE COMPARISONS.
       c.   2020 PAYMENT IN LIEU OF TAX RECONCILIATION – FEDERAL.
       d.   LETTER, MINISTER PUBLIC SAFETY, 2020 RCMP POLICING COSTS.

6.0 2020 GENERAL FUND BUDGET.

7.0 2020 UTILITIES BUDGET.

8.0 2020 BUDGET GRAPHS AND PRESENTATION.

9.0 ELEMENTARY LITERACY DONATION REQUEST.
   a. FOLLOW-UP LETTER, SUSSEX ELEMENTARY PARTICIPATION.

10.0 WATER AND SEWER BY-LAW 1203-10:
   a. DRAFT BY-LAW TO AMEND SCHEDULE "A" OF A BY-LAW TO REGULATE WATER, SANITARY AND STORM SEWER SYSTEMS.

11.0 FRIENDS OF BROAD STREET – RIGHT OF FIRST REFUSAL EXTENSION.
   a. EXISTING AGREEMENT.

8. PERSONNEL:
   1.0 2020 COUNCIL MEETING DATES.

9. ACCOUNTS:

10. SCHEDULE FOR NEXT MEETING: THURSDAY, JANUARY 16TH, 2019: 6:00 PM.

11. ADJOURNMENT

12. CLOSED SESSION:
   1.0 Local Governance Act: Section 68 (1) J): LABOUR AND EMPLOYMENT MATTERS.