

Minutes of a Town of Pictou Special Council meeting convened at the CN Station – Council Chambers on the above date. Mayor Jim Ryan presiding.

Present: Councillors Nadine LeBlanc, Robert Fry, Krista Fulton and Matt Harris

Also Present: Kyle Slaunwhite, CAO/Meeting Recorder

1. Call to Order

The Chair called the meeting to order at 9:00 am.

The Chair welcomed everyone to the first meeting of the new Council. He highlighted the “Code of Conduct” and the importance of everyone’s opinion. During discussion, there should always be opportunity to debate and be open-minded and to have respect for the decision-making process. He also reminded Council of the process for conflict of interest.

2. Council Orientation

The Chair and CAO continued with general information from the Council Orientation Binder. The main topics discussed were related to:

- The Role of Council – personal and meetings responsibilities, Council structure, decision-making processes, setting policies and making decisions/laws
- Municipalities and Enabling/Statutory Authority
- Code of Conduct for Elected Officials
- Role of Administration – role of the CAO, responsible for operations, implements policies and decisions of Council (the how)
- Role of the Town Solicitor – provides advise to Council through the CAO
- How Committee Appointments are handled
- Regulated Staff per MGA

The Deputy Clerk attended to share information related to Council Proceedings (types of meetings), and complaints and complaint tracking processes. She also provided a brief overview of the recreation and community development departments.

The Director of Finance attended to discuss Town finances, the budget approval process, long term debt, provincial financial condition indicators and required reporting, the role of exterior auditors and his department.

The Superintendent of Public Works attended to review the Integrated Community Sustainability Plan and share details about the public works and water departments.

Due to time constraints, the Facilities Tours did not take place.

3. Adjournment

The Chair adjourned the meeting at 5:00 pm.

Approved

James J. Ryan
Mayor

Kyle Slaunwhite
CAO