

**Yarmouth-Argyle-Barrington**  
**District Planning Commission Meeting**  
**April 12, 2007**

**Present:** Warden Bryan Smith, Warden Aldric d'Entremont, Warden Louise Halliday, Warden Jean Melanson, Alain Muise - CAO, Ken Moses - CAO, Brian Holland – Clerk-Treasurer, Robert Amirault – PAC Chairman, Gilles Robichaud – PAC Chairman, Mike Hennigar – PAC Chairman, Pierre Comeau – PAC Chairman Michel Melanson-Planning Technician, Marsha Amiro - Recorder

A moment of silence was given for Planner Gary Saunders before the meeting was called to order at 7:04 pm by Chairman Bryan Smith.

**Agenda:**

Moved by Mike Hennigar and seconded by Gilles Robichaud to accept the agenda as circulated.  
*Motion carried*

**Minutes:**

Moved by Robert Amirault and seconded by Aldric d'Entremont that the minutes of the September 29, 2005 meeting be approved.  
*Motion carried*

**Approval of 2006-2007 Budget:**

Moved by Mike Hennigar and seconded by Gilles Robichaud that the 2006-2007 Budget be approved.  
*Motion carried*

**Approval of 2005-2006 Audited Financial Statements:**

Moved by Jean Melanson and seconded by Louise Halliday to accept the 2005-2006 Audited Financial Statements.  
*Motion carried*

**2006-2007 Surplus:**

CAO Alain Muise explained that the DPC will have a large surplus due to the fact that a 2<sup>nd</sup> planner was budgeted but never hired.

It was moved by Louise Halliday and seconded by Jean Melanson that the total surplus be applied to the 2007-2008 budget.

*Motion carried*

### **Status of Municipal Participation:**

A letter from the Municipality of Clare dated May 2, 2006 was read advising the District Planning Commission that Clare Municipal Council had agreed to become a full participating partner with a commitment of three (3) years with the option to continue for an additional two (2) years for a total of five (5) years.

Moved by Aldric d'Entremont and seconded by Louise Halliday to accept the Municipality of Clare as a full participating member of the District Planning Commission.

*Motion carried*

Moved by Robert Amirault and seconded by Louise Halliday to appoint the CAO of Argyle to change all documentation of the District Planning Commission from three (3) to four (4) Municipal units.

*Motion carried*

### **In Camera:**

Moved by Mike Hennigar and seconded by Louise Halliday to go in camera.

*Motion carried*

Moved by Gilles Robichaud and seconded by Mike Hennigar to recess the in camera session.

*Motion carried*

### **Personnel Matters:**

Since the probationary period for Marsha Amiro, Secretary-Treasurer to the District Planning Commission has elapsed, it was moved by Gilles Robichaud and seconded by Mike Hennigar that Amiro's position be approved as a permanent part-time position based on a favorable evaluation from the CAO of Argyle.

*Motion carried*

Moved by Mike Hennigar and seconded by Aldric d'Entremont that the 5% pension plan entitlement be paid by the District Planning Commission retroactive to the date the probationary period should have elapsed, be six (6) months subsequent to her date of employment. Also, that Amiro's matching requirement of 5% be voluntary.

*Motion carried*

**2007-2008 Budget:**

Two proposals were circulated. The difference being that proposal #1 did not include a Junior Planner and proposal #2 did include a Junior Planner.

It was moved by Robert Amirault and seconded by Gilles Robichaud to accept proposal #2 which includes a Junior Planner for a total expenses of \$205,806.00.

*Motion carried*

**New Computer purchase:**

Moved by Robert Amirault and seconded by Gilles Robichaud to approve \$3500.00 out of the capital reserve to purchase a computer for the new Senior Planner.

*Motion carried*

**Other Business:**

None

There being no further business, it was moved by Gilles Robichaud and seconded by Aldric d'Entremont to adjourn the meeting at 8:48 pm.

**Date Approved:** \_\_\_\_\_

**DPC Chairman:** \_\_\_\_\_

**Alain Muise, Mun. of Argyle CAO:** \_\_\_\_\_