

Item	Date Action Created	Complete	Date Action Completed	Notes
Schedule meeting with Councillor Wright and Councillor Gilbert to work on EMO plan.	Jun 12, 2023	Y	Sep 5	Completed but in a different way - an attempt to schedule this meeting with Councillors Wright and Gilbert was made during the summer but it was not possible to align availabilities. With information and support from Mayor Ruben, the CAO felt equipped to go ahead and host an interim Emergency Planning workshop, which occurred on Sep 5. Steps forward will result from this meeting. If Councillors Gilbert or Wright would like to meet 1-1 with the CAO (which may be easier than scheduling a joint meeting) to support development and submission of the Emergency Plan to provincial EMO, that would be welcome and could accelerate the work - please reach out.
Action - the CAO will investigate the FPEIM's position on the issue of municipal shares of provincial taxes, and will report back at the next Council meeting.	Apr 12, 2023	Y	Sep 7	Mayor Ruben has met with FPEIM and clarified - their position is (primarily) about reducing provincial property taxes in areas with municipalities, to allow more tax room for municipalities to levy taxes. Given that the province handles many files (including development permits) directly in unincorporated areas, this makes sense from a level-of-service and fairness perspective. You can find details of the FPEIM's position on pages 2-4 of this report: https://fpeim.ca/wp-content/uploads/2023/01/FPEIM-Provincial-Budget-Submission-2023-2024-Final.pdf
CAO to forward information on environmental protection order to Planning Board.	Feb 27, 2023	n/a	n/a	Sep 7 - No longer necessary - Council and staff are fully informed of the policy, and Planning Board is not currently considering individual development applications, as they are focusing on the Official Plan legal review and update of the draft.
Schedule Committee of the Whole meeting and include emergency preparedness discussions.	Feb 27, 2023	In progress		Sep 5, 2022 - Interim Emergency Planning meeting occurred, to prepare for a potential hurricane scenario this September in a practical way, as well as to inform the creation of a formal EM plan for submission to provincial EMO for approval. Once a formal plan is drafted (high priority), it will be presented to Council.
CAO to submit an application to subdivide Parcel B from PID 687046 and append it to the Municipality's PID 663609 and to transfer the remnant portion of PID 687046 to Esmond Lawrence Peck in accordance with the terms set out in the Option to Purchase dated July 27, 2017. (As per approved motion)	Apr 12, 2023	In progress		Apr - Surveyor (Derek French) requested to provide survey. Aug - survey has been provided, CAO seeking legal advice on infrastructure obligations resulting from granting an easement
CAO to continue discussions with the province about the municipality acquiring PID 404434, the remnant portion of the land formerly designated as Rois Beach Lane, to enable potential future expansion of the Fire Hall, subject to a pedestrian right of way being maintained. (As per approved motion)	Apr 12, 2023	In progress		September - stalled for lack of ability to prioritise this item. Will remain on the to-do list.
File the new Municipal Properties Annual RFPs policy on the website	Jun 12, 2023	In progress		Aug 28 - task is on Marsha's list.
Review current insurance policy for coverage details regarding the boardwalk/seawall to determine if people climbing on the rocks and potentially falling is covered.	Jul 10, 2023	In progress		Sep - stalled for lack of ability to prioritise. Will remain on the list for when capacity opens up.