

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD DECEMBER 9TH, 2014 AT 9:00 A.M. IN THE
COUNCIL CHAMBER OF THE RURAL MUNICIPALITY
OF TACHÉ IN LORETTE, MANITOBA.**

MEMBERS PRESENT: Mayor Rivard, Councillors
Trudeau, McGregor, Brunette,
Poirier, Stein, Heather & Rivard.

IN ATTENDANCE: Dan Poersch,
Chief Administrative Officer,
Jeanette Laramee,
Assistant CAO.

**Mayor Rivard called the meeting to order with the invocation
at 9:00 a.m.**

ADOPTION OF AGENDA

1109-2014 **Trudeau – Brunette:** Resolved that this meeting's
agenda be adopted as amended.

Carried.

**MINUTES – LUD LANDMARK COMMITTEE MEETING –
NOVEMBER 3RD, 2014**

1110-2014 **McGregor – Trudeau:** Resolved that the minutes arising
from the Landmark LUD Committee meeting held November 3rd,
2014 be acknowledged.

Carried.

**MINUTES – LUD LORETTE COMMITTEE MEETING –
NOVEMBER 4TH, 2014**

1111-2014 **Stein – Heather:** Resolved that the minutes arising
from the Lorette LUD Committee meeting held November 4th,
2014 be acknowledged.

Carried.

**MINUTES – PUBLIC WORKS COMMITTEE –
NOVEMBER 7TH, 2014**

1112-2014 **Trudeau – Brunette:** Resolved that the minutes arising
from the Public Works Committee meeting held November 7th,
2014 be acknowledged.

Carried.

**MINUTES – COUNCIL MEETING – NOVEMBER 10TH,
2014**

1113-2014 **Trudeau – Poirier:** Resolved that the minutes arising
from the November 10th, 2014 Council meeting be adopted.

Carried.

**MINUTES – PLANNING & DEVELOPMENT MEETING –
NOVEMBER 13TH, 2014**

1114-2014 **Trudeau – Brunette:** Resolved that the minutes arising from the November 13th, 2014 Council Planning & Development meeting be adopted.

Carried.

**MINUTES – COUNCIL MEETING – NOVEMBER 18TH,
2014**

1115-2014 **Trudeau – McGregor:** Resolved that the minutes arising from the November 18th, 2014 Council meeting be adopted.

Carried.

**MINUTES – PUBLIC WORKS MEETING – DECEMBER
5TH, 2014**

1116-2014 **Trudeau – Brunette:** Resolved that the minutes arising from the December 5th, 2014 Public Works Committee meeting be acknowledged as amended.

Carried.

PUBLIC WORKS REQUESTS

1117-2014 **Trudeau – Heather:** Resolved that the following public works requests arising from the Public Works Committee meeting held December 5th, 2014 be authorized: 215-2014, 217-2014, 219-2014 & 221-2014.

Carried.

**BY-LAW NO. 16-2014 – MB. HYDRO CDI RESERVE FUND
– 2ND READING**

1118-2014 **Heather – Trudeau:** Resolved that By-law No. 16-2014 being a by-law of The Rural Municipality of Taché to establish a reserve fund for the collection of monies contributed to the Municipality for the purpose of establishing and funding a Community Development Initiative be read a 2nd time.

Carried.

**BY-LAW NO. 16-2014 – MB. HYDRO CDI RESERVE FUND
– 3RD READING**

1119-2014 **Trudeau – Stein:** Resolved that By-law No. 16-2014 be read a 3rd and final time and is passed.

For the Motion: **Councillors Trudeau, McGregor,
Brunette, Poirier, Stein, Heather, Rivard
and Mayor Rivard.**

Against the Motion: Nil.

Motion Carried.

2014 ASSESSMENT REVISIONS & SUPPLEMENTARY TAXES SUMMARY

1120-2014

Council Members were notified at this time of the receipt of assessment roll changes & additions provided to the Municipality by the Provincial Assessment Branch and a summary of the resultant supplementary tax statements issued.

MEMORANDUM OF UNDERSTANDING – MB. INFRASTRUCTURE AND TRANSPORTATION

1121-2014

Heather – Stein: Resolved that Manitoba Infrastructure and Transportation be requested to prepare a Memorandum of Understanding with the Municipality for the purpose of developing property described as the SW ¼ of Section 26-9-5E into a Municipal Public Works Department.

Carried.

DELEGATION – YANN BOISSONNEAULT

1122-2014

Mr. Yann Boissonneault, a representative with the National Monument Society, attended the delegation chair to present to Council the Centre of Canada Project proposed for the property purchased by the Municipality and legally described as the SW ¼ of Section 26-9-5E. Mr. Boissonneault presented a proposal to develop a 20 acre parcel at the longitudinal Centre of Canada into a multi-use area with Monument, landscaped grounds with trails and interpretative plaques, natural amphitheatre, a tourism centre, etc. to be established during an approximate 4 phases in conjunction with media promotion, grant applications and fundraising strategies. The project proposes an anticipated launch event date of July 1st, 2017 coinciding with the 150th anniversary of Canada. At this time, Council is requested to commit a 20 acre parcel of the current land acquirement to the National Monument Society for the purpose of the Centre of Canada Project by way of entering into a Memorandum of Understanding.

CENTRE OF CANADA PROJECT

1123-2014

Trudeau – McGregor: Whereas the Municipality has purchased a 59.2 acre parcel with the intention of sanctioning the development of a Centre of Canada Monument onto the property; and

Whereas the National Monument Society has presented a conceptual design to develop the property for the purpose; and

Whereas the proposal includes a request by the society for the dedication of 20 acres of the parcel for the purpose; and

Whereas Council is in support in principle with the proposal;

Resolved that administration is requested to further investigate the direction to which the Municipality should proceed and provide recommendations to Council for review in March of 2015.

Carried.

The CAO confirmed with Members of Council their attendance December 11th, 2014 at 6:00 p.m. to meet with Honourable Ron Lemieux to discuss various issues of interest to the Municipality.

PBLE – ANIMAL CONTROL REPORT – NOVEMBER, 2014

- 1124-2014** **Trudeau – Stein:** Resolved that the animal control report submitted by Prairie By-law Enforcement Ltd. outlining animal control activities throughout the month of November, 2014 is acknowledged.

Carried.

CAT CONTROL INFORMATION

- 1125-2014** **Poirier – Trudeau:** Resolved that the report by the CAO outlining information as requested by Council in November, regarding practices & policies of surrounding jurisdictions associated with the management of feral and/or domestic cats is acknowledged.

Carried.

BUILDING INSPECTOR'S REPORT – NOVEMBER, 2014

- 1126-2014** **Trudeau – McGregor:** Resolved that the Building Inspector's report for the month of November, 2014 is acknowledged.

Carried.

LUD LANDMARK REQUESTS & RECOMMENDATIONS

- 1127-2014** **McGregor – Stein:** Resolved that the following requests and recommendations arising from the December 1st, 2014 LUD of Landmark Committee meeting be authorized: 242-2014, 243-2014, 244-2014, 247-2014, 248-2014, 249-2014, 250-2014, 253-2014 & 258-2014.

Carried.

LUD LORETTE REQUESTS & RECOMMENDATIONS

- 1128-2014** **Stein – Heather:** Resolved that the following requests and recommendations arising from the December 2nd, 2014 LUD of Lorette Committee meeting be authorized: 336-2014, 337-2014, 338-2014, 345-2014, 349-2014 & 352-2014.

Carried.

CCLCC REPORT

- 1129-2014** **Trudeau – Heather:** Resolved that the report by Councillor Poirier, the liaison Council Member on the CCLCC Board, regarding the operations and activities at the Complexe Communautaire de Lorette Community Complex is acknowledged.

Carried.

**BIBLIOTHEQUE TACHÉ LIBRARY MINUTES –
NOVEMBER 17TH, 2014**

1130-2014 **Trudeau – Heather:** Resolved that the minutes arising from the November 17th, 2014 meeting of the Bibliothèque Taché Library and the Financial Report to November 17th, 2014 is acknowledged.

Carried.

**CANADA-MANITOBA INFRASTRUCTURE PROGRAMS –
SMALL COMMUNITIES FUND – COST SHARED
FUNDING APPLICATION REQUESTS**

1131-2014 The CAO advised the Committee at this time of the receipt of correspondence submitted by the Government of Manitoba in response to the Municipality’s applications for cost share funding consideration to the costs of upgrading the Landmark Public Water Treatment Supply and expanding the cells at the Lorette Lagoon and implementing a nutrient removal program. Regretfully both projects were not successful at acquiring Federal & Provincial funding consideration at this time.

**EASTMAN TOURISM ASSOCIATION – 2015 ANNUAL
MUNICIPAL MEMBERSHIP**

1132-2014 **Trudeau – McGregor:** Resolved that the \$1,250.00 cost of an annual municipal membership with the Eastman Tourism Association in 2015 is authorized.

Carried.

PROVISIONAL ESTIMATES – 2015

1133-2014 **Trudeau – Stein:** Resolved that the following be and are hereby adopted as the Provisional Estimates for the Municipality for the year 2015;

General Fund

General Government Services	\$ 550,000.00
Protective Services	\$ 225,000.00
Transportation Services	\$ 950,000.00
Environmental Health Services	\$ 350,000.00
Public Health & Welfare Services	\$ 30,000.00
Regional Planning & Development	\$ 40,000.00
Resource Conservation & Industrial Development	\$ 50,000.00
Recreation & Cultural Services	\$ 50,000.00
Contribution to Capital	\$ 250,000.00
Total	\$2,495,000.00

Lorette LUD Operating Fund

General Government Services	\$ 55,000.00
Protective Services	\$ 50,000.00
Transportation Services	\$ 60,000.00
Environmental Health Services	\$ 25,000.00
Resource Conservation & Industrial Development	\$ 10,000.00
Recreation & Cultural Services	\$ 10,000.00
Total	\$ 210,000.00

Lorette Utility Fund

General Administrative	\$ 40,000.00
Water Services	\$ 100,000.00
Sewage Services	\$ 25,000.00
Contribution to Capital	\$ 320,000.00
Total	\$ 485,000.00

Landmark LUD Operating Fund

General Government Services	\$ 35,000.00
Transportation Services	\$ 35,000.00
Environmental Health Services	\$ 10,000.00
Resource Conservation & Industrial Development	\$ 5,000.00
Recreation & Cultural Services	\$ 25,000.00
Total	\$ 110,000.00

Landmark Utility Fund

General Administrative	\$ 30,000.00
Water Services	\$ 45,000.00
Sewer Services	\$ 20,000.00
Contribution to Capital	\$ 100,000.00
Total	\$ 195,000.00

Carried.**ADMINISTRATIVE ACCOUNTS****1134-2014**

Heather – Trudeau: Resolved that to avoid late payment charges for the year 2015, the following creditors for the following specified purposes may be paid prior to submission and approval by the Finance Committee and/or Council:

- Utility (Hydro, telephone and natural gas) accounts;
- Land Titles Office fees;
- Manitoba Gazette publication fees;
- Payment of debenture installments set out in the debenture schedule of the annual estimates;
- Refunds of property taxes overpaid;
- Postage stamps or other items payable to Canada Post;
- Payrolls administered for the CCLCC and Landmark Arena;
- Municipal Employee payroll & related to remittances;
- Employee re-imbursements;
- Municipal credit card payments;
- Multi Material Stewardship Manitoba payments pursuant to Recycling Contractor agreement;
- Tipping fees to the Winnipeg SWMF;
- Lanco Services;
- Building permit/lot grading deposit refunds;
- Vehicle Insurance premiums;
- Lorette Marketplace;
- garbage & recycling collection payments;
- Ste. Anne Co-op fuel payments;
- Federated Co-op fuel payments;
- Staples credit card (Desjardins);
- CNH (Mazergroup).

Carried.

**MUNICIPAL OVERDRAFT PROTECTION –
BORROWING RESOLUTION****1135-2014**

Trudeau – Brunette: Whereas Council deems it necessary to enter into arrangements with La Caisse La Prairie (the Credit Union) to borrow money for operating expenses for the fiscal year ending December 31st, 2015;

Resolved that the Municipality borrow from the Credit Union, by way of line of credit agreement, promissory note or notes or otherwise, the sum of \$1,000,000.00, together with interest at the rate of 0% per cent per annum above the Preferential Rate of the Credit Union; and

Be it further resolved that the Municipality do mortgage and pledge to the Credit Union all taxes to be collected by the Municipality as security for repayment of the amount borrowed from the Credit Union; and

Be it further resolved that the Municipality undertake to deposit all taxes to be collected by it with the Credit Union as security for repayment, but the Credit Union will not be restricted to the taxes for repayment, will not be required to wait for collection of the taxes before it is repaid nor will it be required to see that the taxes are deposited or applied; and

Be it further resolved that the CAO and the Treasurer are authorized to execute, on behalf of the Municipality, all documents necessary to give effect to the foregoing; and

Be it further resolved that all amounts so borrowed and interest will be repaid to the Credit Union within the current year.

Carried.

ADDED TAXES & ASSESSMENT REDUCTIONS**1136-2014**

Trudeau – Heather: Resolved that administration be authorized to process supplementary taxes and/or assessment reductions submitted by the Assessment Branch progressively throughout the year 2015 without submission to and approval by the Finance Committee and/or Council.

Carried.

ACCOUNTS ADDED TO TAXES**1137-2014**

McGregor – Stein: Resolved that all outstanding utility, sewer and sundry balances from 2014 be authorized as accounts added to taxes effective December 15th, 2014.

Carried.

NOTEWORTHY EVENTS – EXPENSE ACCOUNT**1138-2014**

Trudeau – Heather: Resolved that a “Noteworthy Events” expense account in the amount of \$1,000.00 for the year 2015 for use by the Mayor be established.

Carried.

**HOLIDAY SCHEDULE – MUNICIPAL OFFICE
– NUISANCE GROUNDS**

1139-2014

Stein – Trudeau: Resolved that the following schedule of closure days/hours be in effect during the Holiday Season for all employees as follows:

Office Personnel

Wednesday, December 24 th , 2014 -	closed at 12:00 noon
Thursday, December 25 th , 2014 -	closed all day
Friday, December 26 th , 2014 -	closed all day
Wednesday, December 31 st , 2014 -	closed at 12:00 noon
Thursday, January 1 st , 2015 -	closed all day

Nuisance Grounds & Public Works Personnel

As per the collective agreement.

Carried.

DELEGATION – DAN FRYER

1140-2014

Mr. Dan Dryer, an Animal Protection Officer, the owner/operator of Rural Animal Management Services, attended the delegation chair at Council's request to further discuss animal control by-law enforcement solutions as well as exotic pets & livestock management. A proposal for services by Rural Animal Management Services was provided to Council at this time for their consideration.

DELEGATION – MUNICIPAL FIRE CHIEF

1141-2014

Peter Skjaerlund, the Municipality's Fire Chief, attended the delegation chair to present to Council the 2014 Fire Department report outlining current member enrollment, education & training levels, status of equipment, call volumes & motor vehicle incident calls. The Fire Chief also requested that Council authorize the purchase of an all terrain vehicle for use in the fire department when fighting fires in hard to access areas.

FIRE DEPARTMENT APPRECIATION DINNER

1142-2014

Heather – Poirier: Resolved that the costs associated with an appreciation of services holiday dinner for members of the Fire Department is authorized.

Carried.

FIRE DEPARTMENT REPORT

1143-2014

Trudeau – Stein: Resolved that the 2014 R.M. of Taché Fire Department report submitted by the Fire Chief is acknowledged.

Carried.

DELEGATION – STAFF SERGEANT RON POIRIER

1144-2014

Staff Sergeant Ron Poirier, of the St. Pierre-Jolys RCMP Detachment, attended the delegation chair to present to and review with Council the July 1st to September 30th, 2014 quarterly statistics report as well as other information of interest to the Municipality.

ST. PIERRE-JOLYS R.C.M.P QUARTERLY REPORT**1145-2014**

Trudeau – McGregor: Resolved that the Quarterly report submitted for Council's review outlining statistical information collected for the period April 1st to June 30th, 2014 by the St. Pierre-Jolys RCMP is acknowledged.

Carried.

DELEGATION – VIC BLACK**1146-2014**

Mr. Vic Black, the owner of property described as Lot 61 of Plan 4940, attended the delegation chair to refer to Council concerns regarding the supplementary tax statement for the year 2014 received for the aforementioned property.

FIRE DEPARTMENT ALL TERRAIN VEHICLE – PURCHASE**1147-2014**

Trudeau – Brunette: Resolved that the approximate cost of \$24,782.00 + applicable taxes to purchase (1) Kawasaki Mule all-terrain vehicle & 4 year extended warranty, (1) small water trailer and (1) 100 gallon water tank to be utilized by the Fire Department as provided for in the 2014 Capital Purchases Budget is authorized.

Carried.

ST. PIERRE-JOLYS RCMP – BILINGUALISM SERVICES POLICY**1148-2014**

Heather – Trudeau: Whereas Staff Sergeant Poirier has informed Council of the current setting whereby the staffing requirement within his department is that all employees must hold a BBB bilingual status; and

Whereas this prerequisite has the potential to reduce the resource pool from which to draw upon as well as positioning the detachment to prolonged delays in staffing positions; and

Whereas Council is of the opinion that slightly reducing the current requirement to a 60/40 french/english measurement is appropriate;

Resolved that Staff Sergeant Poirier be informed of Council's position.

Carried.

ST. PIERRE-JOLYS RCMP DIVISION – DISTRICT RE-ALIGNMENTS**1149-2014**

Rivard – Trudeau: Whereas the Ste. Genevieve & Ross area currently falls within the jurisdiction of the St. Pierre-Jolys RCMP; and

Whereas response time to these areas by the RCMP is of Council's opinion not the soundest directive; and

Whereas the St. Pierre-Jolys RCMP Detachment Staff Sergeant has requested Council's opinion regarding his suggestion that a re-alignment of the boundary would offer the Ste. Genevieve and Ross areas with a quicker response time by the Steinbach RCMP;

Resolved that Council is in favor of re-aligning the boundary to the end that the Steinbach RCMP would be the first responders.

Carried.

ASSESSMENT CHANGE – LOT 61 PLAN 4940

1150-2014 **McGregor – Rivard:** Resolved that correspondence be forwarded to the owner of property described as Lot 61 of Plan 4940 to inform of Council's disposition regarding the concerns referred to them.

Carried.

ACCOUNTS

1151-2014 **Trudeau – Rivard:** Resolved that the accounts to December 8th, 2014 as presented at this meeting be authorized for payment, comprised of Direct Deposit nos. 214616 to 214689 totaling \$ 113,028.68 & cheque no. 030100 & cheque nos. 30405 to 30539 totaling \$ 5,864,902.21.

Carried.

INDEMNITIES

1152-2014 **Trudeau – Stein:** Resolved that Council Indemnities for the month of November, 2014 are approved and authorized for payment.

Carried.

AFFORDABLE SENIORS HOUSING

1153-2014 **Heather – Stein:** Whereas Council supports in principle a proposal to establish an affordable Seniors Complex in Lorette comprised of 24 - 48 units onto an approximate 2.33 acre parcel described as Lot 61 of Plan 4940; and

Whereas to validate the project and access Provincial and Federal funding, the Knights of Columbus, being the organization that has initiated the proposal, must have procured land for the purpose; and

Whereas the Municipality is the owner of the aforementioned property and therefore has been requested to confirm the Municipality's intention to commit the land for the purpose;

Resolved that the Municipality hereby pledges to dedicate Lot 61 of Plan 4940 to the Affordable Seniors Housing development; and

Be it further resolved that administration be requested to acquire costs associated with servicing the lands with sewer & water services, investigate the possibility to access the complex from the adjacent property as well as other requirements to launch the project; and

Be it further resolved that all available information regarding the undertaking be presented to Council in March of 2015.

Councillor Poirier requested a recorded vote.

For the Motion: **Councillors Trudeau, McGregor,
Brunette, Poirier, Stein, Heather, Rivard
and Mayor Rivard.**

Against the Motion: Nil.

Carried.

1154-2014 **SPECIAL MEETING OF COUNCIL**
Heather – Trudeau: Resolved that a special meeting of
Council be held Monday, January 12th, 2015 at 9:00 a.m. to begin
discussions regarding future planning and priorities for Council’s
four year term.

Carried.

1155-2014	CORRESPONDENCE & COMMUNICATIONS		
	<u>Writer</u>	<u>Subject</u>	<u>Disposition</u>
	Taché resident	Request to re-name a portion of Mun 53N	<u>res. 1156-2014</u>
	Ste-Anne Fund Inc. Community Futures Triple R Corp.	Donation(s) appreciation	<u>info</u>
	Taché Christmas Hamper Committee	Networking luncheon invitation	<u>res. 1157-2014</u>
	CCLCC	Christmas hampers donation request	<u>res. 1158-2014</u>
	Collège Lorette	Financial sponsorship request	<u>res. 1159-2014</u>
	Collegiate	Advertisement opportunity	<u>res. 1160-2014</u>
	Mini Franco-fun de Lorette	Donation request	<u>res. 1161-2014</u>
	Ward 6 COPP	Program statement of expenses	<u>res. 1162-2014</u>
	Seine River Shiver	Donation request	<u>info</u>
	The Carillon	Christmas advertisement	<u>res. 1163-2014</u>

1156-2014 **MUN 53N**
Brunette – Trudeau: Resolved that the request submitted
to the Municipality to rename a portion of MUN 53N, the portion
of road between Arnould and Poirier Roads to “Rue Savoie Road”
is authorized.

Carried.

1157-2014 **COMMUNITY FUTURES TRIPLE R – ANNUAL
NETWORKING LUNCHEON**
Heather – Trudeau: Resolved that Councillor Poirier is
authorized to attend the Annual Networking Luncheon being
hosted by Community Futures Triple R Corporation and being held
Wednesday, December 17th, 2014 in Morris.

Carried.

1158-2014 **TACHÉ CHRISTMAS HAMPER PROGRAM**
Trudeau – Brunette: Resolved that \$600.00 in financial
assistance to support the assembly of Christmas Hampers is
authorized for payment to the Taché Christmas Hamper Program.

Carried.

**COMPLEXE COMMUNAUTAIRE DE LORETTE
COMMUNITY COMPLEX – 50TH ANNUAL WINTER
CARNIVAL**

1159-2014 **Heather – Stein:** Resolved that the Municipality participate at the \$500.00 level of sponsorship to assist at defraying the costs associated with events at the 50th Annual Winter Carnival being held at the Lorette Community Complex January 30th to February 1st, 2015.

Carried.

**COLLEGE LORETTE COLLEGIATE – BASKETBALL
CHAMPIONSHIPS SOUVENIR PROGRAM
ADVERTISEMENT REQUEST**

1160-2014 **Trudeau – Heather:** Resolved that financial support in the form of a ½ page advertisement in the souvenir program at a cost of \$100.00 in support of the Junior Varsity Girls AAA Provincial High School Basketball Championships is authorized.

Carried.

**MINI FRANCO-FUN DE LORETTE – DONATION
REQUEST**

1161-2014 **Trudeau – Brunette:** Resolved that a \$100.00 donation to assist at defraying the costs associated with the Mini Franco-fun de Lorette program is authorized for payment.

Carried.

**WARD 6 CITIZENS ON PATROL PROGRAM –
STATEMENT OF EXPENSES**

1162-2014 **Rivard – Trudeau:** Resolved that the statement of expenses submitted by the Ward 6 COPP Coordinator is acknowledged.

Carried.

**THE CARILLON – CHRISTMAS GREETING
ADVERTISEMENT**

1163-2014 **Trudeau – McGregor:** Resolved that a Christmas Greeting advertisement in the Carillon at a cost of \$161.70 is authorized.

Carried.

IN CAMERA

1164-2014 **Trudeau – Brunette:** Resolved that Council convene in camera as Committee of the Whole.

Carried.

IN CAMERA MEETING

1165-2014

The Committee of the Whole convened in camera to receive information regarding current open by-law enforcement files, the status of a land purchase negotiation, long distance services provision and a personnel matter.

OUT OF CAMERA

1166-2014

Trudeau – Heather: Resolved that the in camera meeting is closed, and the Committee of the Whole report back to the Council Meeting.

Carried.

UNSAFE STRUCTURES

1167-2014

Trudeau – McGregor: Resolved that the Municipal Solicitor be requested to make recommendation to the Municipality regarding authority and jurisdiction in matters of structure integrity concerns on private property.

Carried.

LEGAL REPRESENTATION

1168-2014

Heather – Stein: Resolved that the CAO is authorized to engage the Municipal Solicitor to represent the Municipality in an upcoming personnel matter.

Carried.

ADJOURNMENT

1169-2014

Trudeau – Brunette: Resolved that this meeting is adjourned, the hour being 4:05 p.m.

Carried.

**Robert Rivard,
Mayor.**

**Dan Poersch,
Chief Administrative Officer.**