

Minutes  
Resort Municipality Monthly Council Meeting  
Tuesday, March 19, 2019  
5:00 p.m.

The Monthly Council Meeting of the Resort Municipality was held on March 19, 2019 at the municipal office.

**PRESENT:** Mayor: Matthew Jelley, Deputy Mayor: Linda Lowther, Councillors: George Clark Dunning, Bill Drost, Kenny Singleton, Lee Brammer and Chris Robinson. CAO – Brenda MacDonald.

**ABSENT:** Nil.

**VISITORS:** Karen Jans, Chantelle MacDonald, Jennifer Stewart and Hailey Paynter with Parks Canada.

**1. CALL TO ORDER:**

Mayor Jelley called the meeting to order at 5:02 p.m.

**2. APPROVAL OF AGENDA:**

It was moved by Deputy Mayor Lowther, seconded by Councillor Drost that the agenda be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

**3. APPROVAL OF COUNCIL MEETING MINUTES FEBRUARY 21, 2019:**

It was moved by Councillor Clark Dunning, seconded by Councillor Robinson that the Council Meeting Minutes of February 21, 2019 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

**4. DECLARATION OF CONFLICT OF INTEREST:**

Bill Drost declared a Conflict of Interest under Planning Board on the agenda for Smooth Coat Drywall 6.A.1. Mayor Jelley and Deputy Mayor Lowther declared a Conflict of Interest on the agenda for Cavendish Sewer 7.A.

Deputy Mayor Lowther declared a Conflict of Interest on the agenda for agreement with David Macneill 8.B.1.

**5. PARKS CANADA:**

Chantelle MacDonald:

Green Gables Redevelopment is going well and there have been some delays. The building is scheduled to be open on May 1, 2019 but it will not be completed with the interpretive information. The official opening will be in the fall of 2019 for the site.

The new food service will be open later in the fall as the work has not been completed in this area to date.

Green Gables House – Work is being completed on the front of the building to make the front door accessible. The House will be open by appointment on April 15, 2019 and will be open for the season on May 1, 2019.

A presentation will take place on April 11, 2019 from 6:00 – 8:00 p.m. at the Visitor Information Centre.

Dune Crossing – Work will be completed by April 30, 2019. The old boardwalk will not be removed until the new one is completed.

Grahams Lane Kiosk is under construction. There are some delays due to errors in surveying. It will be opening for the season later than expected.

There will be a temporary lane closure on Grahams Lane in May to allow for work to be completed.

Homestead Trail - there has been substantial completion on it.

Some materials have been left on site and the remainder of work will be finished in the spring.

The signage will be installed once the weather permits.

Haunted Wood Trail - a culvert has to come out at the site in the spring.

They have to reinstate some trees that came down in the fall.

Washroom building in North Rustico will be replaced with a barrier free washroom and a kitchen shelter. Part of the road will also be widened so that cars can meet each other on the road and pass through easily.

Trails – The trail head is being redone and way finding signage will be installed.

They are looking at having information boards and finger boards at this location.

Signage fabrication will be completed in the fall as they cannot get them completed and installed for the summer.

Parks will look at putting some interpretation at the Cavendish Visitor Centre for the public to view on information about the National Park.

Jennifer Stewart:

MacKenzie's Brook – the culvert will be removed in this area in September and the road will be closed completely until the spring to allow work to be completed with the culvert and the shoreline. Property owners in the park will be able to get out of the Park on the East and West end of their property, but will not be able to travel completely through this section of the road.

Signage will be placed in this area as well for the public to know what is happening during construction.

Tara MacNally MacPhee:

The issue of purchasing Park passes is being dealt with individual business owners in the area.

There are no funds for any projects at Cavendish Grove at the present time.

Hailey Paynter:

The Fire Smart Program is a great program, but people need to be educated on it. Just because the public doesn't like the aesthetics of fallen trees does not mean that they are a danger to the area or a potential fire risk.

Parks looks at three factors for the Fire Smart Program:

- 1) potential intensity;
- 2) ignition;
- 3) probable consequences;

Fire Smart is a nationally recognized program and Parks has a Forest Fire Evacuation Plan and also has agreements for mutual aid from the three fire departments if needed.

The trees in the National Park that have fallen over the winter on Route 6 are being looked at. Some cleaning of the trees has been completed.

Karen Jans advised that the three fire departments have copies of all of the Parks Fire Evacuation plan.

Arja Page is the fire prevention officer and has all the evacuation plans and can meet with the fire departments or the community when needed.

Copies of the Fire Smart Brochure were handed out by Parks.

Parks Canada does follow the Provincial Fire ban, but when Parks Canada has a ban in place, the province does not follow the same procedure.

Lyme disease was discussed, and it was noted that there are hot spots on the Island. Parks does not have an inventory of where they are inside the National Park.

Brochures are available about ticks and Mt. Allison University has done some investigating on them. Further information can be obtained through Mt. Allison University for anyone interested in getting it. Health PEI has completed some research on ticks as well.

Mayor Jelley passed the Chair to Deputy Mayor Lowther.

## **6. COMMITTEE REPORTS:**

### **Follow up Permits:**

Cavendish Beach Music Festival (8776 Cavendish Road) – PID # 1037423 - Awaiting additional information on the main event permit application, that will also require engineer's drawings and possible architect's drawings

Melanie Assing – PID # 600825 (32 Wygant Place) - Awaiting Additional Information from the owner and the Department of Tourism.

Stuart Drummond – PID # 563908 (68 Sunset Lane) - Awaiting a comprehensive site plan from the owner and comments from the Provincial Fire Marshal's office and the Department of Environment.

Sea Cross Inc. – PID # 231720 (9139 Cavendish Road) – It was moved by Councillor Clark Dunning, seconded by Councillor Brammer that approval be granted subject to: 1) meets the requirements of the Provincial Fire Marshal's office and 2) that stamped drawings be provided. All in favor 6, 1 non-voting. Motion Carried.

Mayor Jelley returned to the meeting and resumed his position.

### **Building Permits:**

Sea Cross Inc. – PID # 231720 (9139 Cavendish Road) - an application was received to change the subway space into a retail outlet. It was moved by Councillor Clark Dunning, seconded by Councillor Brammer that a recommendation for approval be granted subject to: 1) meets the requirements of the Provincial Fire Marshal's office and 2) that stamped drawings be provided. All in favor 6, 1 non-voting. Motion Carried.

### **Rezoning Permit:**

Ronnie & Irene Blacquiere – PID # 233569 - (Cavendish Road) – an application was received to rezone the property from C1 (General Commercial) to RD3 (Resort Campground). Council recommended that additional information is needed from the owner prior to any decision being made on bringing the request to a rezoning meeting based on the feedback and questions raised from the various government departments.

### **National Building Code:**

No updates have been received from the Province on the Code and when it will be enacted.

**IRAC Appeal Decision:**

Darren Toombs – Mediation was held through IRAC and the parties have come to an agreement to allow the development to proceed forward.

**Cavendish Beach Music Festival Permits:**

Cavendish Beach Music Festival (Road Access) – PID # 566869 (227 Forest Hills Lane) - an application was received to use the Forest Hills Lane as an access for RCMP parking at PID # 566869 (227 Forest Hills Lane). It was moved by Councillor Clark Dunning, seconded by Deputy Mayor Lowther that approval be recommended in principle subject to: 1) that the festival permit be finalized and 2) that a letter be provided by KOA Campground supporting the use of the access for the RCMP. All in favor 6, 1 non-voting. Motion Carried.

Sea Cross Inc. – PID # 232033 (Parking) – (8779 Cavendish Road) - an application was received to have parking on the property from July 5 – 7, 2019 for the Cavendish Beach Music Festival. It was moved by Councillor Clark Dunning, seconded by Councillor Singleton that approval be recommended in principle subject to: 1) that the festival permit be finalized, 2) that a development agreement be entered into, 3) that a performance bond of \$5,000.00 be posted and 4) that security, lighting, and porta potties be provided. All in favor 6, 1 non-voting. Motion Carried.

Raspberry Point Oyster Company (Parking) – PID # 232041 (Cavendish Road) an application was received to have parking on the property from July 5 – 7, 2019 for the Cavendish Beach Music Festival. It was moved by Councillor Clark Dunning, seconded by Councillor Brammer that approval be recommended in principle subject to: 1) that the festival permit be finalized, 2) that a development agreement be entered into, 3) that a performance bond of \$5,000.00 be posted and 4) that security, lighting, and porta potties be provided. All in favor 6, 1 non-voting. Motion Carried.

Council advised that overflow parking needs to be addressed as part of the review for CBMF as it has been an issue for the last few years. Depending on what entertainment is provided, another area needs to be shown for overflow parking as part of the traffic plan.

Parks Canada (Parking) – No application was received just a form from Parks Canada signed by Joe Trainor outlining the terms and conditions of the agreement for parking on the site with the Cavendish Beach Music Festival.

Cavendish Beach Music Festival Inc. – PID # 1037423 (8779 Cavendish Road) (Signage) – An application was received to locate signs on the property for the Cavendish Beach Music Festival. It was moved by Councillor Clark Dunning, seconded by Councillor Brammer that approval be recommended in principle subject to: 1) that the festival permit be finalized and 2) that the signs shall advertise the Cavendish Beach Music Festival and no other logo. All in favor 6, 1 non-voting. Motion Carried.

Sea Cross Inc. – PID # 1037423 (8779 Cavendish Road - (Signage) – An application was received to locate signs on the property for the Cavendish Beach Music Festival. It was moved by Councillor Clark Dunning, seconded by Councillor Robinson that approval be granted subject in principle subject to: 1) that the festival permit be finalized and 2) that the signs shall be information signs for the Cavendish Beach Music Festival and no other logo. All in favor 6, 1 non-voting. All in favor 6, 1 non-voting. Motion Carried.

Councillor Drost left the meeting due to a conflict of interest

***“In Camera”:***

It was moved by Councillor Clark Dunning, seconded by Councillor Robinson to go *“In Camera”* to discuss

matters falling under clauses 119(1)(e) and 119(1)(f) of the Municipal Government Act. All in favor 6, 1 non-voting. Motion Carried.

*6.A.1. Bylaw Amendment: Smooth Coat Drywall Ltd. - 9940 Cavendish Road - PID # 92593 – an application was received to make a bylaw amendment to the C1 (General Commercial) Zone to amend the permitted used to allow for an automobile sales business. Awaiting for confirmation from the owner on the payment of the public meeting fees to book a meeting.*

It was moved by Councillor Clark Dunning, seconded by Councillor Brammer that the meeting be opened to the public in accordance with clause 119(2)(e) of the Municipal Government Act. All in favor 6, 1 non-voting. Motion Carried.

No decisions were made while “*in camera*”.

Councillor Drost returned to the meeting.

Mayor Jelley moved some agenda items around to deal with some Conflicts of Interest and “*In Camera*” matters.

Deputy Mayor Lowther left the meeting due to a conflict of interest on the agreement with David Macneill.

**8.B.1. Agreement with David Macneill:**

Mayor Jelley will work on a revised agreement on the washroom building and bring the revised agreement back to the Council for review at the next meeting.

Deputy Mayor Lowther returned to the meeting.

**8.B.2. Coles Associates Tender Proposal:**

***“In Camera”:***

It was moved by Councillor Clark Dunning, seconded by Councillor Robinson to go “*In Camera*” to discuss matters falling under clause 119(1)(e) of the Municipal Government Act. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Clark Dunning, seconded by Councillor Brammer that the meeting be opened to the public in accordance with clause 119(2)(e) of the Municipal Government Act. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Deputy Mayor Lowther, seconded by Councillor Clark Dunning that the bid from Island Coastal Services Ltd. at a cost of \$239,138.00 excluding HST be approved as presented. All in favor 6, 1 non-voting. Motion Carried.

Deputy Mayor Lowther advised that she will work on getting additional funding through ACOA and Rural Development based on the increase in costs.

It was moved by Deputy Mayor Lowther, seconded by Councillor Singleton that the municipality complete the municipal park playground while construction is underway with Island Coastal Services Ltd. up to a maximum cost of \$45,000.00. All in favor 6, 1 non-voting. Motion Carried.

It was also recommended that pea gravel be used for the ground by the swings in the playground and

equipment.

Deputy Mayor Lowther confirmed that the Literary Tour Component will come in at budget at a cost of \$130,000.00.

**6.A.2. Second Reading Council Remuneration Bylaw:**

It was moved by Councillor Robinson, seconded by Councillor Singleton that the Council approve the second reading of the Council Remuneration Bylaw. All in favor 6, 1 non-voting. Motion Carried.

**Approval of Second Reading:**

It was moved by Councillor Clark Dunning, seconded by Councillor Singleton that the approval of the second reading be approved as presented. All in favor 6, 1 non-voting. Motion Carried.

**6.A.3. Adoption of Council Remuneration Bylaw:**

It was moved by Councillor Clark Dunning, seconded by Councillor Singleton that the Council adopt the Council Remuneration Bylaw. All in favor 6, 1 non-voting. Motion Carried.

**6.A.4 Draft Reserve Fund Bylaw:**

It was moved by Deputy Mayor Lowther, seconded by Councillor Robinson that the Draft Reserve Fund Bylaw be presented to the public. All in favor 6, 1 non-voting. Motion Carried.

**6.A.5. List of Bylaws:**

It was recommended by the Council that the list of bylaws be prepared by the lawyer so that a group of them can be brought to a public meeting.

**6.B. MONTHLY FINANCIAL REPORT:**

Councillor Brammer presented the monthly finances for February 28, 2019. Revenue was \$417,050.18 and the expenses were \$381,961.86.

It was moved by Councillor Brammer, seconded by Deputy Mayor Lowther that the monthly finances for February 28, 2019 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

**Building Permit Fees:**

It was moved by Deputy Mayor Lowther, seconded by Councillor Clark Dunning that the building permit fees remain the same with the change to deck fees to go to \$50.00. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Deputy Mayor Lowther, seconded by Councillor Clark Dunning that a 1% fee be applied to development agreements based on the estimated cost of the project. All in favor 6, 1 non-voting. Motion Carried.

It was also decided that the Council look at adopting standard conditions from development agreements to have in the bylaw that would allow conditions to be attached to all development permit approvals and not require every approval to have to enter into a development agreement.

**6.B.2. Gas Tax Funds 2019 - 2024:**

Sanitary Collection & Treatment \$100,000.00 to be moved to the Heritage Park Project from current 2014 – 2019 funds.

\$53,605.00 left from 2014 – 2019 Gas Tax Funds

\$300,000.00 allocated from 2019 – 2024 Gas Tax Funds

Total \$353,605.00

Review and Implementation of Active and Mobile Transportation Methods

\$60,705.00 left from 2014 – 2019 Gas Tax Funds

\$150,000.00 allocated from 2019 – 2024 Gas Tax Funds

Total \$210,705.00

Strategic Development Plan / Official Plan

\$40,000.00 left from 2014 – 2019 Gas Tax Funds

\$50,000.00 allocated from 2019 – 2024 Gas Tax Funds

Total \$90,000.00

Tourism Heritage Park

\$60,000.00 in current budget that has been spent and wish to allocate \$100,000.00, \$9,727.84, \$539.09, \$16,068.00 towards park project 2019 – 2024 New Gas Tax Funds from Sanitary Collection & Treatment.

Total \$186,334.93

Signage / Gateways

\$25,000.00

\$26,512.02 being rolled over from 2014 – 2019 to the 2019 – 2024 New Gas Tax Funds allocation.

Total \$26,512.02

It was moved by Councillor Brammer, seconded by Councillor Robinson that the Gas Tax Funds allocation for 2019 – 2024 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

**6.B.3. Capital Budget and 5-year Capital Expenditure Program:**

Revenue:

Gas Tax Funds

L.M. Montgomery Heritage Park / Literary Tour \$ 867,156.95

ACOA \$ 451,873.00

Rural Development \$ 80,000.00

Economic Development & Tourism \$ 95,000.00

Resort Municipality \$ 186,334.93

Total Revenue \$1,680,364.88

It was moved by Councillor Brammer, seconded by Councillor Singleton that the Revenue Capital Budget be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

Expenditures:

Signage / Gateways \$ 16,512.02

Tourism Heritage Park / L.M. Montgomery Project \$ 186,334.93

Strategic Development \$ 90,000.00

Sanitary Sewer Upgrades \$ 353,605.00

Active and Mobile Transportation Methods \$ 210,705.00

L.M. Montgomery Heritage Park / Literary Tour \$ 813,207.93

Total Expenditures \$1,680,364.88

It was moved by Councillor Brammer, seconded by Councillor Singleton that the Expenditures Capital Budget be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

**Operating Budget:**

It was moved by Councillor Brammer, seconded by Councillor Robinson that the Revenue for 2019 of \$433,792.95 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Brammer, seconded by Deputy Mayor Lowther that the Total Administration of \$218,400.00 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Brammer, seconded by Councillor Singleton that the Total Expenditures of \$433,792.95 for a balanced budget be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Brammer, seconded by Deputy Mayor Lowther that the municipality maintain the current tax rate of \$22/\$100.00 for non-commercial and \$.32 / \$100.00 for Commercial for 2019. All in favor 6, 1 non-voting. Motion Carried.

**Cavendish Sewer Utility Budget:**

It was moved by Councillor Brammer, seconded by Councillor Clark Dunning that the Cavendish Sewer Utility Revenue be adopted at \$666,105.00 for 2019 / 2020. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Brammer, seconded by Councillor Singleton that the Cavendish Sewer Utility Expenditures be adopted at \$666,105.00 for 2019 / 2020. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Brammer, seconded by Councillor Clark Dunning that the rates remain the same in the IRAC tariff for 2019 / 2020. All in favor 6, 1 non-voting. Motion Carried.

**6.B.4 Alex Dalziel:**

The CAO, the Administrative Assistant and Councillor Clark Dunning held a session at the municipal office with Alex Dalziel.

The CAO has advised that the municipality has agreed to take part in the program at a cost of \$150.00 per year.

**6.B.4 Asset Management Opportunity:**

The CAO advised that the municipal office has checked into the program with the AIM Network for further information on the benefits for the municipality.

**6.C. TRAILS AND PATHS REPORT:**

Councillor Singleton will meet with Maritime Electric to see what they suggest is the best option for lighting on Grahams Lane.

**6.C.A. Banner Signs:**

It was moved by Councillor Singleton, seconded by Deputy Mayor Lowther that the municipality get twenty-four banners from Yesco at a cost of \$56.38 per banner. All in favor 6, 1 non-voting. Motion Carried.

**6.D. EMERGENCY SERVICES REPORT:**

Two of the three fire chiefs were met with.

A list of equipment and volunteer fire fighters was updated from two departments.



A draft report is being worked on for Emergency Response.

We are also looking at working on a mutual aid agreement between the three fire departments.

A meeting will be held with the Chief from North Rustico since he was unable to attend.

Parks Canada will be included in the report.

Councillor Robinson left the meeting as he was not feeling well.

Mayor Jelley left the meeting due to a conflict of interest on the Cavendish Sewer Utility and passed the Chair to Councillor Clark Dunning.

Deputy Mayor Lowther left the meeting due to a conflict of interest on the Cavendish Sewer Utility.

### **7.A. Cavendish Sewer Utility**

#### **IRAC Matters:**

Councillor Clark Dunning and the CAO updated the Council on the information obtained from IRAC on matters that had been sent through for review last fall and the decisions by the sewer utility board based on IRAC's feedback.

Camping Cabins will continue to be billed as a camp site based on the IRAC Tariff.

The following is a brief summary relating to lateral service lines under the *Prince Edward Island Municipal Sewerage Utilities General Rules & Regulations* -

- |                          |  |
|--------------------------|--|
| <b>New Development</b>   | Lateral lines are installed when central mains go in and are paid either by utility or developer depending on circumstances (ss. 6.1 & 6.14).  |
| <b>Existing Property</b> | If central service runs by an existing property with no lateral line, the utility pays for cost of one standard sized pipe (100 mm) to the property line – customer pays difference in cost if larger service pipe size is required (ss. 4.7 & 4.8). |
| <b>Second Service</b>    | If a customer wants to relocate or add additional service lateral on a property, all work is done with customer paying 100% of the cost and work approved and overseen by the utility (ss. 4.9 & 4.10).  |

As per IRAC's information if a customer wants to relocate or add an additional service lateral on a property, all work is done with customer paying 100% of the cost and work approved and overseen by the utility. The utility will be following these standards on any connections that are requested to the utility.

The sewer utility does not pay for costs that are borne by a developer to complete any work for them on a sewer connection to a property. Contractors shall not be advised by an owner / tenant to send any bills to the municipality or the sewer utility for work that was requested by them and not by the utility or the municipality.

Any requests for sewer connections shall be done through the owner of a property and the sewer utility will deal with the owner of the property only on any development. Tenants shall be advised by the owner of the property that all requests for servicing shall be with the owner of the property only.

Mayor Jelley returned to the meeting and resumed his position.

Deputy Mayor Lowther returned to the meeting.

**7.B. Monthly Updates and Engineering:**

-Toombs has not yet completed the work on the Sampson Property demolition due to the weather.

-Driftwood Landing – no updates have been received from the condo corporation.

**8. BUSINESS ARISING FROM MINUTES:**

**8.A. Destination Management Fund:**

The press release for the fund should be released shortly and a link will be sent to the municipal office to be distributed to the public.

**8.B. was dealt with earlier in the meeting.**

**8.C. Internet – North Rustico:**

We are waiting for an update on pricing from Eastlink prior to holding a meeting with property owners in North Rustico.

Mayor Jelley is working with Joe Rowledge with the province on getting full funding for the project.

**8.D. Stanley Bridge Centre:**

The municipality's policy is to not advertise in any specific media outlet, unless the municipality is advertising a public meeting.

**8.E. Pictorial Record:**

Deferred until the next Council Meeting when all members are in attendance.

**8.F. Epilepsy Association of Nova Scotia:**

Ribbons were posted at the office in support of Epilepsy Nova Scotia.

**8.G. CAO's Evaluation:**

To be completed at the end of the meeting.

**9. NEW BUSINESS:**

**9.A. FPEIM:**

The FPEIM Annual General Meeting will be held on April 29, 2019 in St. Peter's.

If anyone is interested in attending, please advise the CAO.

**9.B. RFP Strategic Plan / Official Plan / Zoning and Subdivision Control Bylaw:**

It was moved by Deputy Mayor Lowther, seconded by Councillor Clark Dunning that the Strategic Plan RFP be posted once all Council provides feedback on the RFP. All in favor 5, 1 non-voting, 1 absent. Motion Carried.

**9.C. Communities in Bloom:**

Information only.

**9.D. Engineering RFP:**

It was moved by Councillor Drost, seconded by Deputy Mayor Lowther that the Engineering RFP be posted once Council provides feedback on the RFP. All in favor 5, 1 non-voting, 1 absent. Motion Carried.

**10.A. Councillor's Concerns:**

**Meetings:**

Deputy Mayor Lowther commented on the public budget meeting and the lack of attendance. She felt that the Council should look at having an Annual Meeting again to get the public out to information sessions and to obtain feedback on Council activities.

Deputy Mayor Lowther commented on the World Acadian Congress coming this summer to North Rustico and asked if banners could be put up in the municipality for it.

**World Acadian Congress:**

Council agreed that banners could be installed if the group is going to pay for the costs of having them made.

**Infrastructure Funding:**

Councillor Drost commented on Infrastructure Funding and the deadline coming up on April 26, 2019 for applications.

The CAO confirmed that the Administrative Assistant and herself will be attending an upcoming session.

**10.B. Resident's Concerns:**

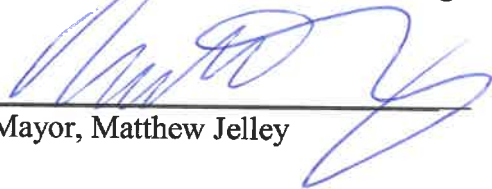
There were no resident's concerns raised.

**CAO's Evaluation:**

Council will present information at the next Council Meeting for review.

**11. ADJOURNMENT:**

Mayor Jelley adjourned the meeting at 10:35 p.m.



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Mayor, Matthew Jelley



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Brenda MacDonald, CAO