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## Rural Municipality of West River Council Meeting

<b>Meeting No</b>	16	<b>Chair</b>	Helen Smith-MacPhail
<b>Meeting Date</b>	Thursday, July 8, 2021	<b>Phone</b>	902-675-7000
<b>Start Time</b>	7:00 PM	<b>E-mail</b>	admin@westriverpe.ca
<b>Location</b>	Afton Community Center	<b>Session</b>	Public
<b>Present</b>	Mayor Helen Smith-MacPhail, Deputy Mayor Robert Clow, Councillor Stephen Gould, Councillor Sabrina Loughran, Councillor Shaun MacArthur, Councillor Sharon Slauenwhite, Councillor Chad Stretch, Councillor John Yeo		
<b>Also</b>	Laala Jahanshahloo – CAO.		
<b>Regrets</b>	Councillor Lori Ashley, Councillor Pam Baglole, Councillor Aaron MacEachern		

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● **Call to order**

Mayor Helen Smith-MacPhail called the meeting to order at 7:05 pm.

● **Approval of Agenda**

The following topic was added to the circulated agenda by Councillor Stephen Gould:

- On-camera

It was moved by Councillor Shaun MacArthur and seconded by Councillor Sabrina Loughran; the agenda be approved as circulated, including any items added to the agenda.

**Motion Carried**

● **Declarations of Conflict of Interest**

No conflict of interest was declared.

- **Approval of Minutes**

It was moved by Deputy Mayor Robert Clow, seconded by Councillor John Yeo; the minutes of June 10, 2021, Council meeting approved as circulated.

**Motion Carried**

It was moved by Councillor Sabrina Loughran, seconded by Councillor Chad Stretch; the minutes of June 21, 2021, Council meeting approved as circulated.

**Motion Carried**

- **Business Arising from Minutes**

Nil.

- **Mayor Report**

➔ Mayor followed up on the "COVID Warrior Coin" nomination request and the Mayor and the Council jointly agreed to nominate:

- Lincoln MacKenzie
- Danny Gass
- All the Woman Institutes in the Rural Municipality of West River

- **CAO Report**

➔ The CAO followed up on a deferred discussion regarding the Age-friendly P.E.I., and the Council decided to support the AFPEI organization.

➔ The CAO followed up on a deferred discussion regarding the Young Millionaires Program of PEI request. CAO was directed to provide the Afton Community Center and Bonshaw Community Center contact information accordingly.

➔ The CAO followed up on a deferred discussion regarding Bill C-021. The Council will closely monitor this bill legislation process.

- **Emergency Measures Committee Report**

- Chair Shaun MacArthur noted Committee did not meet in June 2021 due to the light agenda.
- The emergency coordinator has been received the consent form for disclosing personal information while preparing its municipal emergency measures plan.

- **Finance Committee Report**

- Chair Stephen Gould noted the Committee met on July 6 and presented a summary of the meeting's report.

- **Planning Board Report**

- Chair Sharon Slauenwhite noted the Committee met on June 21 and presented a summary of the meeting's report.

- **Properties Committee Report**

- Chair Chad Stretch noted the Committee met on July 5 and presented a summary of the meeting's report.

- **Resolutions**

- **MOTION#2021-82**

**Moved by Councillor Stephen Gould**

**Seconded by Councillor John Yeo**

**WHEREAS**

Pursuant of Section (110) (3) of MGA, a council shall establish and publish, by electronic means and one other means of public notification, an annual schedule of meetings for the conduct of its business, of which at least six meetings each year shall be open to the public,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River adopted a monthly meeting schedule for its regular public meeting on the second Thursday each month except for July and August.

**CARRIED 7-0**

→ **MOTION#2021-83**

**Moved by Deputy Mayor Robert Clow**

**Seconded by Councillor John Yeo**

**WHEREAS**

According to Reserve Funds Bylaw # 2021-15, Section (6.1), the money shall be allocated by the Council, and

**WHEREAS**

The Municipality has \$75,937.00 from the change in the surplus of the 2020-21 operating budget,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River authorized the CAO to contribute \$75,937.00 to the Community Priority and Contingency Reserve.

**CARRIED 7-0**

→ **MOTION#2021-84**

**Moved by Councillor John Yeo**

**Seconded by Deputy Mayor Robert Clow**

**BE IT RESOLVED**

The Council for the Rural Municipality of West River accepted the attached proposal of July 2, 2021, from Colliers Project Leaders on a fee-for-service basis with an upset limit of \$10,000.00 plus HST to submit ACOA funding application for the Mutter Park and Bonshaw Community Center upgrade projects through the Canada Community Revitalization Fund (CCRF).

**CARRIED 7-0**

→ **MOTION#2021-85**

**Moved by Deputy Mayor Robert Clow**

**Seconded by Councillor John Yeo**

**BE IT RESOLVED**

The Council for the Rural Municipality of West River accepts the attached proposal of July 7, 2021, from Box Clever Incorporated at the cost of \$2050.00 plus HST per year (Basic Plan plus

Form Builder and Meetings Module) and authorized the CAO to execute the purchase and add the required feature in future upon the necessity.

**CARRIED 7-0**

→ **MOTION#2021-86**

**Moved by Councillor Sabrina Loughran                      Seconded by Councillor Chad Stretch,**

**WHEREAS**

Pursuant of Resolution # 2021-36, the Council for the Rural Municipality of West River awarded the "Official Plan and Zoning Development Bylaw" contract, and

**WHEREAS**

Section (1) (a) of Planning Act RSPE.I 1988, Cap. P-8 only defines "Official Plan,"

**BE IT RESOLVED**

The Council for the Rural Municipality of West River adopted the name change of "Official Plan and Zoning Development Bylaw" to "Official Plan and Land Use Bylaw."

**CARRIED 7-0**

→ **MOTION#2021-87**

**Moved by Councillor Shaun MacArthur                      Seconded by Deputy Mayor Robert Clow**

**WHEREAS**

According to the Schedule-A of the Fee Bylaw # 2021-11, Municipality may waive fees for non-profit or other similar uses,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River authorizes the Chief Administrative Officer to waive the user fee of the Municipality-owned parks for non-profit or other similar uses subject to providing a certificate of insurance of a minimum of 2 million dollars and adding Rural Municipality of West River as an additional insured.

**CARRIED 7-0**

→ **MOTION#2021-88**

**Moved by Councillor Chad Stretch**

**Seconded by Councillor Shaun MacArthur**

**WHEREAS**

According to the terms of the Inman Family Agreement, commercial businesses cannot be operated in Inman Park.

**WHEREAS**

The Canteen has to remain as a community service as it isn't a commercially viable operation but does provide a service, information and selling snacks to the visitors,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River accepted the attached proposal from Lillian MacCannell to operate the Canteen in Inman Park.

**CARRIED 7-0**

→ **MOTION#2021-89**

**Moved by Deputy Mayor Robert Clow**

**Seconded by Councillor John Yeo**

**WHEREAS**

Pursuant Resolution #2021-44, two companies responded to Request for Quote to hire an architectural firm for the Bonshaw Community Cultural Center Upgrade project,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River selected the Request for Quote for the Bonshaw Community Cultural Center Upgrade project from "W. D. Lawrence Architecture Inc." at the cost of \$28,500.00 plus HST, authorizing the Chief Administrative Officer to start the contract negotiation and execution process.

**CARRIED 7-0**

● **Other Business**

→ Nil.

- **Questions from the Audience**

- Nil.

- **On-camera**

- The CAO left the meeting at 8:40 pm. A motion was moved by Councillor Stephen Gould and seconded by Councillor John Yeo; the meeting went on-camera to discuss CAO's performance evaluation and probationary completion period.

- CAO joined the meeting at 9:00 pm at Mayor's request.

- **Adjournment**

- The meeting adjourned at 9:10 pm.

- The next meeting will be on September 9, 2021.

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HELEN SMITH-MACPHAIL \_\_\_\_\_

LAALA JAHANSHAHLOO \_\_\_\_\_

MAYOR

CHIEF ADMINISTRATIVE OFFICER