

Minutes– Working Group Meeting with Councils– January 22<sup>nd</sup> 7pm – Afton  
Community Center

Attendance:

Samantha Murray – Province of PEI

Danielle Gillan – Province of PEI

John Yeo – Meadow Bank

Elizabeth Wilson – Afton

Chad Stretch – West River

Robert Clow – Afton

Lori Ashley – Bonshaw

Tim Hamming - Bonshaw

Sharon Slaunwhite – New Haven Riverdale

Helen Smith MacPhail – Meadow Bank

Bonnie MacLean – New Haven Riverdale

Bev McIssac – Afton

Luis Bate – New Haven Riverdale

Claus Brodersen – New Haven Riverdale

Gina Rankin – Afton

Mark O'Rourke – Afton

Matt Thomson – West River

Keith Larter – Meadow Bank

Sabernina Loughran – Bonshaw

Cheryl Champion – Meadow Bank

Greg Groves – Meadow Bank

Brian Hogan – Afton

Bruce Lyng – Afton

Art Ortenburger – Bonshaw

Stephen Gould – New Haven Riverdale

Aaron MacEachern – Afton

Pamela Baglole – Meadow Bank

Marion Copleston – Bonshaw

Peter Ashley – Bonshaw

Neally Currie – Project Coordinator

1. Meeting called to order by Elizabeth at 7:10 pm.
2. Elizabeth Welcomed and Introduced the Working Group.
3. Helen went through the attached Power Point overview of the Study and old Terms of Reference for the West River Working Group.
  - a. Helen posed the question to Samantha regarding the special planning zoning in Meadow Bank.
    - i. Samantha indicated that there are 3 primary objectives of a special planning zone, as long as those objectives are met first there are no major issues with working this zone into our joint community Land Plan. Samantha indicated that there are no planning criteria in place currently by the Province, current permits are approved based on basic regulations and zoning.
  - b. Tim questioned who would approve permits going forward.
    - i. Stephen indicated that currently in NHR that are approving in house within their council but going forward the act required a professional planner.
    - ii. Samantha stated that policy decisions will still go back to council, a development officer could approve some permits but a professional planner protects the council from decisions and abides by the plan.
  - c. Chad indicated that his community is questioning whether they get to vote at any point during the process.
    - i. Samantha said that no, that isn't part of the process.

- d. Stephen questioned whether we apply for amalgamation first and allow IRAC to mediate or if we should first negotiate come to a mutually agreeable proposal and then apply.
    - i. Samantha indicated that IRAC will evaluate our application via a set of regulations to determine if it is viable based upon population and Economic base to offer services. She also indicated that Plans can evolve, however with the study complete this will guide the group to completing the proposal. Samantha will also provide a template to us from her department to guide us through the proposal.
  - e. Samantha suggested that each council decide upon the critical components that may cause discomfort for their communities, decide what can be left out and what is non-negotiable for them.
  - f. Helen questioned the special election and appointed first council which took place in Three Rivers.
    - i. Samantha stated that IRAC will want to know about your wards and it will depend on how close to an election cycle that you are.
    - ii. Stephen suggested that we could include in our proposal that “till the end of this term old communities will have an equal say”.
    - iii. Samantha suggested that we could bind future councils to a set of principals and values going forward.
  - g. Chad asked the government officials if there is additional financial assistance?
    - i. Samantha said that while there is no separate pot of funds, put in writing the amount that you would like to request and she will ensure that it goes to the Minister. She suggested estimating a total budget as there are New Municipality Transition funding options available as well. She will ensure it goes to the right hands for us.
4. Elizabeth stated that now that the study is completed, the five communities need to determine if we are moving forward with the same working group or whether to form a new group.
- a. Gina advised that Afton Council appointed Bob and Elizabeth.
  - b. Chad stated that he and Wayne have already been reappointed.

- c. Aaron made a motion to reappoint the previous working group to develop terms of reference and report back to the councils.
5. Elizabeth had prepared draft terms of reference; she indicated that the working group should refine these terms during the meeting and once the Draft is completed, WRG members will send it out to the five councils for approval.
  - a. Marion would like to ensue that all concerns are heard and would like to see regular communication back to the councils.
  - b. Samantha suggested that the identity of the communities will remain and the municipality will look after the governance. Samantha suggested listing out all priorities of each Community whether they are current or moving forward.
6. Gina wanted to extend a big thank you to the working group for all their hard work.
7. Elizabeth adjourned the meeting at 8:40pm

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1. Elizabeth presented the Terms of Reference which she had drafted.
2. John suggested that each community provide funds in the amount of \$500 toward staffing for the working group or whatever funds that each community can afford into the working group for now.
  - a. Stephen suggested that members from each community write a letter to their council stating why a project coordinator is needed.
3. Group worked through and changed the terms of reference (attached).
4. Elizabeth suggested that each member of the group bring the terms of reference forward to their respective councils during their February meeting for approval.
5. Samantha stated that by Friday she would have a template available for us to use to identify the priorities of each community.
  - a. It is asked that each community do this prior to the next working group meeting on March 4<sup>th</sup> at 7pm at the Bonshaw Community Center.
  - b. Samantha suggested that we also take a detailed look at all physical boundaries; she could help us with this to ensure there are no unincorporated areas.
  - c. Samantha provided options for an interim council (who, how many and the next election date) and suggested that the WRG plan for this prior to the proposal being submitted.
6. John made a motion to reappoint Elizabeth as the Chair, seconded by Chad.
7. Stephen made a motion to reappoint Helen as the Vice Chair, seconded by Lori.
8. Elizabeth adjourned the meeting at 9:35pm.

Actionable Items:

1. West River Working Group members are to circulate the new Terms of Reference to their councils for approval.
2. Working Group members is to create a letter of request for funds from each council to support the Project Coordinator going forward.
3. Working Group to create a budget of expected costs to move toward the final proposal for amalgamation.
4. Samantha Murray to send the template for proposal to Neally Currie.
5. Neally to circulate the Template for Proposal to the Working Group.
6. Working Group representatives to work with their respective council to decide upon the critical components that may cause discomfort for their communities, decide what can be left out and what is non-negotiable for them in moving towards amalgamation.
7. Working Group members are to come prepared to dissect the template for proposal on the 4<sup>th</sup> of March at 7pm at the Bonshaw Community Center.