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## Rural Municipality of West River Council Meeting

<b>Meeting No</b>	14	<b>Chair</b>	Helen Smith-MacPhail
<b>Meeting Date</b>	Thursday, June 10, 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 Lori Ashley, Councillor Pam Baglole, Councillor Stephen Gould, Councillor Sabrina Loughran, Councillor Shaun MacArthur, Councillor Aaron MacEachern, Councillor Sharon Slauenwhite, Councillor Chad Stretch, Councillor John Yeo		
<b>Also</b>	Laala Jahanshahloo – CAO, Michelle Burge - MRSB Group, Vicki Bryanton, Marion Copleston – President of Bonshaw Board of Director		
<b>Regrets</b>	Nil		

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- **Call to order**

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

- **Approval of Agenda**

It was moved by Councillor John Yeo and seconded by Councillor Sharon Slauenwhite; the agenda be approved as circulated.

**Motion Carried**

- **Declarations of Conflict of Interest**

No conflict of interest was declared.

- **2021-22 Fiscal Year - Auditors Report**

Michelle Burge joined the meeting at 7:10 pm. MSRB submitted the Municipality's Financial Statements and Auditor's Report prepared by MSRB for the 2020-21 Fiscal Year from September 1, 2020, to March 31, 2021. Michelle reviewed and answered the question regarding the report.

Michelle Burge left the meeting at 7:37 pm.

- **Community Engagement Strategy Presentation**

Vicki Bryanton joined the meeting at 7:25 pm. She was volunteered to present Council with a review on Communications Strategy for Community Engagement Planning.

Vicki Bryanton left the meeting at 8:45 pm. The Council directed the CAO to send a \$100 gift card for her as a token of appreciation.

- **Electoral Boundaries Commission Report - Discretion of Council**

The Council for the Rural Municipality of West River accepts the submitted report of the Electoral Boundaries Commission.

- **Approval of Minutes**

It was moved by Councillor Sharon Slauenwhite, seconded by Councillor John Yeo; the minutes of May 13, 2021, Council meeting approved as circulated.

**Motion Carried**

- **Business Arising from Minutes**

Nil.

- **Mayor Report**

- ➔ Mayor has called the Minister regarding the Strathgartney Provincial Park campsite project. She wants to open a communication channel with Provincial Planning Division as Municipality needs to be informed about any development in its geographical area.

→ Mayor talked about the "COVID Warrior Coin" application and asked the Councillor to review and get back if they know anyone for nomination.

- **CAO Report**

→ CAO has filled the mandatory survey of the 2021 Census, also requested to combine all the five former communities as Rural Municipality of West River in their database.

→ The 2021 Census deadline extension was added to the website upon the Communications Officer of Statistics Canada's request.

→ The PEI #goOutdoorsChallenge was posted on the website as FPEIM requested it.

→ The Age-friendly PEI introductory information was shared with Council to review, but that discussion was deferred until the next council meeting on July 8, 2021.

→ The Council was informed about the Young Millionaires Program of PEI request to be added to any Municipality's events mailing list or the possibility of hosting a summer event by Municipality where YMP can send their young entrepreneurs, but that discussion was deferred until the next council meeting on July 8, 2021.

→ CAO provided a summary of Bill C-021 and its requirements and responsibilities for the Municipality, but that discussion was deferred until the next council meeting on July 8, 2021.

- **Emergency Measures Committee Report**

→ Chair Shaun MacArthur noted the Committee met on June 8, 2021, and presented a summary of the meeting's report.

- **Finance Committee Report**

→ Chair Stephen Gould noted the Committee met on June 1, 2021, and presented a summary of the meeting's report.

- **Planning Board Report**

→ Chair Sharon Slauenwhite noted the Committee met on May 17, 2021, and presented a summary of the meeting's report.

- **Properties Committee Report**

- Chair Chad Stretch noted the Committee met on May 24, 2021, and presented a summary of the meeting's report.
- Chair Chad Stretch noted the Committee has a special meeting on June 1, 2021, and presented a summary of the meeting's report.

- **Resolutions**

- **MOTION#2021-61**

**Moved by Deputy Mayor Robert Clow                      Seconded by Councillor Chad Stretch**

**WHEREAS**

The Electoral Boundaries Commission completed its review and submitted its final report to The Council on May 13, 2021.

**WHEREAS**

Pursuant to Municipal Government Act section (39) (7), Discretion of Council, Subject to subsection (4), a council may, with respect to the report prepared by the Electoral Boundaries Commission pursuant to subsection (6), (a) accept the recommendations; (b) accept the recommendations in part; (c) accept the recommendations with modifications, or (d) reject the recommendations.

**BE IT RESOLVED**

The Council for the Rural Municipality of West River accepts the submitted report of the Electoral Boundaries Commission. Changes to the areas, boundaries or names of the wards come into effect for the next scheduled election of 2022.

**CARRIED 10-0**

- **MOTION#2021-62**

**Moved by Deputy Mayor Robert Clow                      Seconded by Councillor Stephen Gould**

**BE IT RESOLVED**

The Council for the Rural Municipality of West River accepts the attached proposal of May 28, 2021, from Colliers Project Leaders on a fee-for-service basis with an upset limit of \$5,000.00; HST included to provide funding application support for the Mutter Park trail improvement.

**CARRIED 10-0**

→ **MOTION#2021-63**

**Moved by Councillor Aaron MacEachern**

**Seconded by Councillor Lori Ashley**

**BE IT RESOLVED**

The Council for the Rural Municipality of West River sets the Administrative Charge-Out rate to \$100.00 per hour or a part of an hour.

**CARRIED 10-0**

→ **MOTION#2021-64**

**Moved by Councillor Lori Ashley**

**Seconded by Councillor John Yeo**

**WHEREAS**

According to the Schedule-A of the Fee Bylaw # 2021-11, Planning Permits must be determined by the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw, and

**WHEREAS**

**WHEREAS**

In accordance with section (4.3) of the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw, a schedule of fees will be established by resolution of Council and may from time to time be amended to reflect the costs related to processing the applications,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River adopted the attached fee schedule of permit applications for any development within the boundaries of the former Municipality of New Haven – Riverdale.

**FEE SCHEDULE TO MOTION 2021-64**

**Within the former Municipality of New Haven – Riverdale**

<b>Application</b>	<b>Fee</b>
Development Permits: <ul style="list-style-type: none"> <li>- Dwellings or other Structures (excepting Accessory Buildings) \$250.00</li> <li>- Accessory Buildings \$50.00</li> <li>- Demolition / Moving / Change of Use \$50.00</li> <li>- Decks, pools &amp; fences \$50.00</li> <li>- Special Permit Use \$250.00</li> <li>- Requesting Permit Extension (12 Month after issuance date) \$150.00 (subject to the Council approval)</li> </ul>	
Subdivision: <ul style="list-style-type: none"> <li>- Lot Subdivision, Lot Consolidation, Lot Revision or Change of Use</li> </ul>	\$200.00 Per lot
Official Plan Amendment and/or Amendment to the Zoning & Subdivision Control (Development) Bylaw	\$300.00 (initial Payment), plus, any other applicable expenses related to the cost of the amendment, including the Development Officer Report, notification fees for newspaper ads, postage; Plus, the cost associated with the public meeting. Before Council gives final approval to the amendment, \$1500.00 must be paid by the applicant. Note - If the amount paid is more than sufficient, the applicant shall refund the excess amount.
Variance <ul style="list-style-type: none"> <li>- Less than 10%</li> <li>- Greater than 10%</li> </ul>	\$150.00 \$300.00 (initial Payment), plus, any other applicable expenses related to the cost of the amendment, including the Development Officer Report, notification fees for newspaper ads, postage; Plus, the cost associated with the public meeting. Before Council gives final approval to the amendment, \$1500.00 must be paid by the applicant. Note - If the amount paid is more than sufficient, the applicant shall refund the excess amount.
Development Agreement	\$200.00, Plus, applicable Provincial Registration fees
Subdivision Agreement	\$200.00, Plus, applicable Provincial Registration fees
Others	\$100.00
Refund	All the fees are not refundable
An application where work on the site has already been commenced without municipal approval	All fees are double

**CARRIED 10-0**

**MOTION#2021-65**

**Moved by Councillor Lori Ashley**

**Seconded by Councillor Sharon Slauenwhite**

**WHEREAS**

In accordance with section (4.1) (1) of the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw, no person shall move or demolish any structure without first applying for, and receiving a permit from Council,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River adopted the attached demolition permit application for any demolition request within the boundaries of the former Municipality of New Haven – Riverdale.

**CARRIED 10-0**

**→ MOTION#2021-66**

**Moved by Councillor Pam Baglole**

**Seconded by Councillor Sharon Slauenwhite**

**WHEREAS**

In accordance with section (4.2) (1) of the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw, any person applying for a permit shall do so on a form prescribed by Council,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River adopted the attached development permit application for any development request within the boundaries of the former Municipality of New Haven – Riverdale.

**CARRIED 10-0**

**→ MOTION#2021-67**

**Moved by Councillor Shaun MacArthur**

**Seconded by Councillor Chad Stretch**

**WHEREAS**

In accordance with section (16.1) of the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw, no person shall subdivide one or more lots or any portion of a lot and no person shall consolidate two or more parcels of land until the conditions of this Bylaw have been compiled with and the applicant has received final approval from the Council,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River adopted the attached subdivision approval application for any subdivision request within the boundaries of the former Municipality of New Haven – Riverdale.

**CARRIED 10-0**

**→ MOTION#2021-68**

**Moved by Deputy Mayor Robert Clow**

**Seconded by Councillor Stephen Gould**

**WHEREAS**

In accordance with section (15.1) of the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw, any person desiring an amendment (s) to the provisions of these Bylaws shall apply to Council, and

**WHEREAS**

In accordance with section (15.2) (a) of the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw, any application for rezoning shall be deemed to be an application to amend these Bylaws, and

**WHEREAS**

In accordance with section (15.2) (b) of the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw, any application to rezone shall include a legal description of and the location of the property(ies) to be rezoned, the name and address of the owners of the property(ies) and, if the applicant is not the owner, a statement as to the applicant's interest in the property,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River adopted the attached rezoning application for any rezoning request to amend the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw within the boundaries of the former Municipality of New Haven – Riverdale.

**CARRIED 10-0**



→ **MOTION#2021-69**

**Moved by Councillor Chad Stretch**

**Seconded by Deputy Mayor Robert Clow**

**WHEREAS**

In accordance with section (15.6) (a) of the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw, no amendment shall be made to the provisions of these Bylaws unless Council provides for adequate public notice and a public meeting pursuant to the provisions of the Planning Act, and

**WHEREAS**

Kathy and Trevor Lank applied for amending the New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw for a portion of PID No. 219139 on 945 Churchill Road to build a tourist accommodation in the form of 5 geodesic domes and a TreeWalk Village consisting of six treehouses (8 ft. x 8 ft.) that are connected as a playground, and

**WHEREAS**

The Planning Board Committee reviewed the development officer's report and recommended Kathy and Trevor Lank zoning amendment request be sent to a public meeting,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River authorizes CAO to conduct a public meeting pursuant to the provisions of section (16.6) (2) of New Haven – Riverdale Zoning & Subdivision Control (Development) Bylaw and section (18) (1) (b) of Planning Act RSPE.I 1988, Cap. P-8.

**CARRIED 10-0**

→ **MOTION#2021-70**

**Moved by Deputy Mayor Robert Clow**

**Seconded by Councillor Sabrina Loughran**

**WHEREAS**

Pursuant of Planning Act RSPE.I 1988, Cap. P-8 section (11) (1), before recommending to the Council the adoption of an official plan or any review of an official plan, the planning board shall give an opportunity to residents and other interested persons to make representations.

**BE IT RESOLVED**

The Council for the Rural Municipality of West River authorized to launch and promote the EngagementHQ of <https://planrmwr.ca/> and create social media accounts linked to [planrmwr@westriverpe.ca](mailto:planrmwr@westriverpe.ca) encouraging public engagement for the Official Plan & Zoning Development Bylaw project.

**CARRIED 10-0**

→ **MOTION#2021-71**

**Moved by Councillor Pam Baglole**

**Seconded by Councillor Sabrina Loughran**

**WHEREAS**

The Rural Municipality of West River owns Inman Park (PID 512244), Rice Point Wharf Park (PID 203109) and Mutter Park (PID 227306),

**BE IT RESOLVED**

The Council for the Rural Municipality of West River adapted the attached schedule to regulate the hours of operation for the municipality-owned parks.

**SCHEDULE A TO MOTION 2021-71**

Name of Park		Dates of Operation	Hours of Operation	Liability
Inman Park	Gates	May 1 – June 30	8:00 am to 8:00 pm	The Rural Municipality of West River is not liable for any damage to person or property
		July 1 – Labour Day	Open 24 hours	
		After Labour Day – October 31	8:00 am to 8:00 pm	
	Buildings	May 1 – October 31	8:00 am to 8:00 pm	
Rice Point	Gates	June 1- October 31	8:00 am to 8:00 pm	The Rural Municipality of West River is not liable for any damage to person or property
Mutter Park	Fields	The gates will be opened only for the ball field and Soccer field users who coordinate with the field/ park manager/staff after the required Payment and paperwork have been completed.		The Rural Municipality of West River is not liable for any damage to person or property
	Trail and Playground	There is no gated access nether for trail nor Legacy Park		

**CARRIED 10-0**

→ **MOTION#2021-72**

**Moved by Councillor Chad Stretch**

**Seconded by Councillor Lori Ashley,**

**BE IT RESOLVED**

The Council for the Rural Municipality of West River designates Macphail Woods Ecological Forestry to prepare Mutter Park's forest management plan on a fee-for-service basis, that is within the budget.

**CARRIED 10-0**

**→ MOTION#2021-73**

**Moved by Councillor Sharon Slauenwhite      Seconded by Councillor Sabrina Loughran**

**BE IT RESOLVED**

The Council for the Rural Municipality of West River authorizes the Bonshaw Community Center's Board of Directors to sublet the building subject to receiving proof of insurance from the sublessee.

**CARRIED 10-0**

**→ MOTION#2021-74**

**Moved by Councillor Aaron MacEachern      Seconded by Councillor Shaun MacArthur**

**BE IT RESOLVED**

The Council for the Rural Municipality of West River authorizes the Bonshaw Community Center's Board of Directors to install any signage on the Premises or the Lands.

**CARRIED 10-0**

**→ MOTION#2021-75**

**Moved by Councillor John Yeo      Seconded by Councillor Stephen Gould**

**BE IT RESOLVED**

The Council for the Rural Municipality of West River approves to add the Bonshaw Community Center's internet installation cost and operating expenses to the approved grant. The CAO hereby is authorized to revise the Rural Municipality of West River's operation budget of 2021-2022 to implement this resolution.

**CARRIED 10-0**

→ **MOTION#2021-76**

**Moved by Councillor Pam Baglole**

**Seconded by Councillor Lori Ashley**

**BE IT RESOLVED**

The Council for the Rural Municipality of West River approves installing internet in the Bonshaw Community Center. The Board of Directors is hereby authorized to execute standard contracts/agreements to implement this resolution.

**CARRIED 10-0**

→ **MOTION#2021-77**

**Moved by Councillor Chad Stretch**

**Seconded by Councillor John Yeo**

**BE IT RESOLVED**

The Council for the Rural Municipality of West River designates Les Arpentages Bernard Land Surveys Inc to conduct a survey for the Afton Recreation Center Addition Gas Tax project on a fee-for-service basis and authorized the Chief Administrative Officer to execute this resolution.

**CARRIED 10-0**

→ **MOTION#2021-78**

**Moved by Deputy Mayor Robert Clow**

**Seconded by Councillor Stephen Gould**

**WHEREAS**

MOTION #2021-29 appointed MSRB Group as an auditor for 2021to conduct 2020-2021 annual audit of the Rural Municipality of West River's finances, and

**WHEREAS**

Pursuant of MGA section (174) (2), MSRB Group conducted a review engagement for the Council of the Rural Municipality of West River under subsection 172 (4) and submitted the 2021 Financial Statements and Auditor's Report to the chief administrative officer,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River adapted the 2021 Financial Statements and Auditor's Report submitted by MSRB Group.

**CARRIED 10-0**

- **Bylaw**

- Nil.

- **Other Business**

- Councillor Pam Baglole brought to Council's attention to review the unsightly property on 698 Route 19 in Meadow Bank. CAO directed to contact Inspection Services PEI accordingly.

- Councillor Shaun MacArthur discussed the Canada Day Celebration. It is up to the BODs of either Afton Community Centre or Bonshaw Community Center to host or plan any event. Due to uncertainty of opening date and other Covid related restrictions, Council decides not to host any events in Inman Park, Rice Point Wharf, or Mutter Park.

- **Questions from the Audience**

- Nil

- **Adjournment**

- The meeting adjourned at 10:45 pm.

- The next meeting will be on July 8, 2021.

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

MAYOR

LAALA JAHANSHALOO \_\_\_\_\_

CHIEF ADMINISTRATIVE OFFICER