
Rural Municipality of West River Council Meeting

Meeting No	27	Chair	Helen Smith-MacPhail
Meeting Date	Thursday, June 9, 2022	Phone	902-675-7000
Start Time	7:00 PM	E-mail	admin@westriverpe.ca
Location	Afton Community Center	Session	Public
Present	Mayor Helen Smith-MacPhail, Councillor Lori Ashley, Councillor Pam Baglole, Councillor Stephen Gould, Councillor Sabrina Loughran, Councillor Shaun MacArthur, Councillor Aaron MacEachern, Councillor Chad Stretch, Councillor John Yeo		
Also	Laala Jahanshahloo – CAO, Michelle Burge - MRSB Group		
Regrets	Deputy Mayor Robert Clow, Councillor Sharon Slauenwhite		

- **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 Pam Baglole; the agenda was approved as circulated.

Motion Carried

- **Declarations of Conflict of Interest**

No conflict of interest was declared.

- **Approval of Minutes**

It was moved by Councillor Chad Stretch, seconded by Councillor Stephen Gould; the minutes of May 12, 2022, Council meeting was approved as circulated.

Motion Carried

- **Business Arising from Minutes**

Nil.

- **2022-23 Financial Statements and Auditor's Report**

- ➔ Michelle Burge joined the meeting at 7:10 pm.
- ➔ Municipality's Financial Statements and Auditor's Report were prepared by MSRB for the 2021-22 Fiscal Year from September 1, 2021, to March 31, 2022. Michelle reviewed and answered the questions regarding the report.
- ➔ Michelle Burge left the meeting at 7:40 pm.

- **4 Love 4 Care - Community Fridge & Pantry Presentation**

- ➔ Community Fridge of West River members and the 4 Love 4 Care president joined the meeting at 7:45 pm.
- ➔ On May 30, 2022, PEI Community Fridge of West River Group informed the CAO that they had begun building a community fridge and requested an opportunity to present their proposal
- ➔ The 4 Love 4 Care president introduced their group with a short presentation and answered questions.
- ➔ The PEI Community Fridge of West River Group requested a support letter from the Municipality for providing a space to host the Community Fridge & Pantry in the Afton Community Center parking lot. The Council of the Rural Municipality of West River approved writing a support letter. It was moved by Councillor Stephen Gould and seconded by Councillor John Yeo.

Motion Carried

- Council referred this item to the next Properties Committee meeting for further discussion and selection of the potential location.
- Community Fridge of West River members and the 4 Love 4 Care president left the meeting at 8:20 pm.

- **Mayor Report**

- In May, Mayor attended :
 - The Finance, Properties and Canada Day Celebration Committee meetings
 - The 2022 Reconciliation Recognition ceremony to receive the award on May 20, 2022
 - ACOA funding announcement at Bonshaw Community Center on May 25, 2022
 - Friends & Neighbors of West River Group meeting regarding the Community Fridge on May 27, 2022
- Mayor wrote a letter to the Minister of Transportation and Infrastructure regarding the Trans-Canada Highway and Bonshaw Bridge intersection's dangerous situation and the posted speed limit in the community.
- Mayor wrote a letter to the Minister of Fisheries & Communities and the Minister of Agriculture & Land and CC-ed the PEIFM regarding EC2022-222 and Special Planning Area amendments.

- **CAO Report**

- CAO received Deputy MEO Eric MacArthur's resignation letter On June 1, 2022.
- CAO participated in the province's Climate Adaptation Plan, which is due for release in Fall 2022.
- CAO requested professional support from the Colliers Project Leader for the EV Charger funding applications for both Afton and Bonshaw community centers.
- CAO signed the PEI funding for Jobs for Youth and Federal Canada Summer Jobs agreements for two summer students.

- **Finance Committee Report**

- Chair Stephen Gould noted the Committee met on June 7, 2022, and presented a summary of the meeting's report.

- **Planning Board Report**

- Councillor John Yeo noted the Committee would meet on June 11, 2022.

- **Properties Committee Report**

- Chair Chad Stretch noted the Committee met on June 6, 2022, and presented a summary of the meeting's report.

- **Canada Day Celebration Committee Report**

- Chair Robert Clow noted the Committee met on May 26, 2022 and June 7, 2022 and presented a summary of the meetings' reports.

- **FPEIM Report**

- Councillor Stephen Gould (Vice-President of FPEIM) reported the Federation met with PEI Rural Economic Development (RED) and will notify the Council of any possible funding program available for RMWR.

- Councillor Stephen Gould (Member of APM Board of Directors Executive) attended June 8, 2022, meeting, and the center will increase its membership price.

- Council is interested in finding a way to make the walking track more affordable for the RMWR's residents and referred this item to the September Finance Committee for further discussion. Councillor Stephen Gould will inquire about the membership numbers and walking track revenue in the MPA center.

- **Other Business**

- Nil.

- **Resolutions**

- **MOTION#2022-47**

Moved by Councillor Pam Baglole

Seconded by Councillor Lori Ashley

WHEREAS

Pursuant to Motion#2022-25, the Council for the Rural Municipality appointed Eric MacArthur as Deputy Municipal Electoral Officer (DMEO), and

WHEREAS

The CAO received the Eric MacArthur resignation letter on June 1, 2022, and

WHEREAS

Pursuant to Municipal Government Act section (40) Clause (1), the Council shall, by resolution, appoint a deputy municipal electoral officer,

BE IT RESOLVED

The Council for the Rural Municipality of West River appoints Kelly Taylor as Deputy Municipal Electoral Officer (DMEO).

CARRIED 8-0

- ● **MOTION#2022-48**

Moved by Councillor Stephen Gould

Seconded by Councillor Sabrina Loughran

WHEREAS

Pursuant to Municipal Government Act Section 174 (2), on June 3, 2022, MRSB sent the audited financial statements and the auditor's report for the 2021-22 fiscal year to the chief administrative officer, and

WHEREAS

Pursuant to Municipal Government Act Section 175 (1), on June 6, 2022, the chief administrative officer provided to Council a copy of the audited financial statements and the auditor's report,

BE IT RESOLVED

The Council for the Rural Municipality of West River accepts the submitted audited financial statements and the auditor's report from MRSB for the 2021-22 fiscal year.

CARRIED 8-0

→ MOTION#2022-49

Moved by Councillor John Yeo

Seconded by Councillor Sabrina Loughran

WHEREAS

Pursuant to Municipal Grant Bylaw #2022-02, the Council received the recommendation of the Finance Committee with respect to the grant request application from the Long Creek Women's Institute, and

WHEREAS

The Council concurs with the recommendation of the Finance Committee,

BE IT RESOLVED

The Council for the Rural Municipality of West River approves awarding a one-time \$1,500.00 grant to the Long Creek Women's Institute for the 2022-23 fiscal year.

CARRIED 8-0

→ MOTION#2022-50

Moved by Councillor Sabrina Loughran

Seconded by Councillor John Yeo

WHEREAS

The Council received the recommendation of the Finance Committee with respect to the Tangible Capital Asset Policy 2022-02, and

WHEREAS

The Council concurs with the recommendation of the Finance Committee,

BE IT RESOLVED

The Council for the Rural Municipality of West River approves the attached Tangible Capital Asset Policy 2022-02.

CARRIED 8-0

→ MOTION#2022-51

Moved by Councillor Stephen Gould

Seconded by Councillor Chad Stretch

WHEREAS

Pursuant to Resolution #2022-21, two companies responded to the Request for Quote to hire a "Contractor" for the Bonshaw Community Cultural Center Improvement project, and

WHEREAS

The Council received the recommendation of the Properties Committee and Finance Committee with respect to the awarding of the contract, and

WHEREAS

The Council concurs with the recommendation of the Properties Committee and Finance Committee,

BE IT RESOLVED

The Council for the Rural Municipality of West River selected the Request for Quote from Ridgeline Construction Ltd to implement the selected tasks by the project admin up to the cost of \$272,933.00 and authorizes the Chief Administrative Officer to execute this resolution.

CARRIED 8-0

→ MOTION#2022-52

Moved by Councillor Chad Stretch

Seconded by Councillor Stephen Gould

WHEREAS

Pursuant to Motion #2022-43, three engineering consulting companies responded to the Request for Quote to hire a "Civil Engineering Consultant Services," and

WHEREAS

The Council received the recommendation of the Properties Committee and Finance Committee with respect to the awarding of the contract, and

WHEREAS

The Council concurs with the recommendation of the Properties Committee and Finance Committee,

BE IT RESOLVED

The Council for the Rural Municipality of West River selected the Request for Quote from SCL Engineering at the cost of \$4,500 plus HST and authorizes the Chief Administrative Officer to execute this resolution.

CARRIED 8-0

→ MOTION#2022-53

Moved by Councillor Chad Stretch

Seconded by Councillor Stephen Gould

WHEREAS

Pursuant to Motion #2022-44, three engineering consulting companies responded to the Request for Quote to hire a "Civil Engineering Consultant Services," and

WHEREAS

The Council received the recommendation of the Properties Committee and Finance Committee with respect to the awarding of the contract, and

WHEREAS

The Council concurs with the recommendation of the Properties Committee and Finance Committee,

BE IT RESOLVED

The Council for the Rural Municipality of West River selected the Request for Quote from SCL Engineering at the cost of \$7,500 plus HST and authorizes the Chief Administrative Officer to execute this resolution.

CARRIED 8-0

→ **MOTION#2022-54**

Moved by Councillor Chad Stretch

Seconded by Councillor Aaron MacEachern

WHEREAS

Pursuant to Motion #2021-99, the Rural Municipality of West River granted the contract to East Coast Docks to upgrade the Inman Park ramp in order to provide easy wheelchair access to the beach, and

WHEREAS

The Council received the recommendation of the Properties Committee regarding extending the ramp due to the change of the shoreline, also creating a more comfortable slope, and

WHEREAS

The Council received the recommendation of the Properties Committee,

BE IT RESOLVED

The Council for the Rural Municipality of West River accepted the change order from East Coast Docks as an addition to the original contract of the Lloyd Inman Memorial Park Dock & Ramp Improvement (Gas Tax Project 58.1.1) at the cost of \$ \$6,384.30 plus HST to extend the ramp with 20' Aluminum with railings and authorizes the CAO to execute it.

CARRIED 8-0

→ **MOTION#2022-55**

Moved by Councillor Chad Stretch

Seconded by Councillor Aaron MacEachern

WHEREAS

Pursuant to Motion #2022-51, the Bonshaw Community Cultural Center Improvement project needs a Project Admin to phase and prioritize the tasks within the allocated 2022-23 capital budget for this project, and

The Council concurs with the recommendation of the Properties Committee and Finance Committee,

BE IT RESOLVED

The Council for the Rural Municipality of West River approves using W.D. Lawrence Architecture services as the project admin and authorizes the Chief Administrative Officer to execute it.

CARRIED 8-0

→ MOTION#2022-56

Moved by Councillor Aaron MacEachern

Seconded by Councillor Chad Stretch

WHEREAS

Pursuant to Motion #2021-51, the Rural Municipality of West River granted the complete construction for the Community of Afton Recreation Center Addition project (Gas Tax Project 27.1.1) to E.F. MacPhee Construction LTD to, and

WHEREAS

Pursuant to Motion #2021-40, the Rural Municipality of West River hired a project manager to provide administrative services for this project, and

WHEREAS

The project manager approved the contemplated change order at the cost of \$37,978.75 HST included in this contract,

BE IT RESOLVED

The Council for the Rural Municipality of West River accepted the attached offer of E.F. MacPhee Construction LTD to comply with the attached contemplated change order for the Afton Community Center (Gas Tax Project 27.1.1) at the cost of \$37,978.75 plus HST and authorizes the CAO to execute it.

CARRIED 8-0

Questions from the Audience

→ One of the RMWR residents brought to the Council's attention:

- Roads have been paved recently without having a shoulder for cyclists. Mayor noted this matter, and she will mention in the next letter to the Minister of Transportation and

Infrastructure that any new road/ new pavement of existing road must include a shoulder for sharing the road with cyclists.

- Selecting non-invasive trees for planting in the Memorial Garden at Afton Community Center.

● **Adjournment**

- ➔ The meeting adjourned at 9:45 pm.
- ➔ The next meeting will be on July 14, 2022.

HELEN SMITH-MACPHAIL _____

MAYOR

LAALA JAHANSHAHLOO _____

CHIEF ADMINISTRATIVE OFFICER