



Rural Municipality of West River Council Meeting Minutes

Meeting No	2024-20	Time	8:00 PM
Session	Special - Public	Date	Thursday, November 14, 2024
Chair	Helen Smith-MacPhail - Mayor	Location	Afton Community Centre
Adoption status	Approved	Contact Person	Susan Morse - CAO
Attendance	Mayor Helen Smith-MacPhail, Deputy Mayor Shaun MacArthur, Councillor Aaron MacEachern, Councillor John Yeo, Councillor Lillian MacCannell, Susan Morse – CAO, Ehi Itua – Administrative Assistant		
Regret	Councillor Steve Pollard		
Guest	Alexa Rancourt		

- **Call to Order**

Mayor Helen Smith-MacPhail called the meeting to order at 8:00 PM.

- **Adoption & Approval of Agenda**

The agenda was approved as circulated. It was moved by Deputy Mayor Shaun MacArthur, seconded by Councillor Lillian MacCannell, and unanimously carried.

- **Declarations of Conflict of Interest**

Nil

- **Discussion Items**

- **WRC.2024.20.1** - Appointing Municipal Electoral Officer & Deputy Municipal Electoral Officer

Decision Type: Action

Status: Motion Carried (4-0)

Description: Motion 2024-82

Moved by Councillor Aaron MacEachern, and **Seconded by** Councillor John Yeo.

WHEREAS

Councillor Ryan Roggeveen resigned effective June 30, 2024, and

WHEREAS

Pursuant to Municipal Government Act section (60) Clause (1) Where a vacancy occurs on a council, the council shall, subject to subsection (3), (a) declare a by-election to fill the vacancy; and (b) set a date for election day that is not later than six months after the vacancy occurred, and

WHEREAS

Pursuant to Municipal Government Act section (40) Clause (1), the council shall, by resolution, as required, appoint a municipal electoral officer and a deputy municipal electoral officer to be responsible for the administration of the election,

BE IT RESOLVED

The Council for the Rural Municipality of West River declares a by-election will be held on December 16, 2024 to elect a Councillor for Ward 2 Straitview/Kwitney Walney.

BE IT FURTHER RESOLVED

The Council for the Rural Municipality of West River appoints Alexa Rancourt as the Municipal Electoral Officer (MEO) and Susan Morse as Deputy Municipal Electoral Officer (Deputy MEO).

- **WRC.2024.20.2** - Awarding Grant – Scouts Canada

Decision Type: Action

Status: Motion Carried (4-0)

Description: Motion 2024-83

Moved by Deputy Mayor Shaun MacArthur, and **Seconded by** Councillor Lillian MacCannell.

WHEREAS

Pursuant to Municipal Grant Bylaw #2022-02, the Committee of Council reviewed the grant request application and completed Schedule C for Scouts Canada, and

WHEREAS

This resolution bears the recommendation of the Committee of Council as discussed at a meeting held on November 14, 2024,

BE IT RESOLVED

The Council for the Rural Municipality of West River approves an in-kind donation to waive the rental cost of the Bonshaw Community Centre for Scouts Canada to hold a weekend youth camp and authorizes the CAO to execute it. Any activations of the EMO/Emergency Reception Centre take precedence over this waiver.

- **WRC.2024.20.3** – Request for Proposals – Solar Panels

Decision Type: Action

Status: Motion Carried (4-0)

Description: Motion 2024-84

Moved by Councillor John Yeo, and **Seconded by** Councillor Aaron MacEachern

WHEREAS

Pursuant to Resolution 2024-50 the Municipality has applied to receive funding for installing solar panels at Municipal Facilities, and

WHEREAS

Pursuant to Procurement Policy #2022-04 Section 7 for the acquisition of Goods and Services with a value of more than \$30,001.00 the Municipality will follow the bidding process,

WHEREAS

This resolution bears the recommendation of the Committee of Council as discussed at a meeting held on November 14, 2024,

BE IT RESOLVED

The Council for the Rural Municipality of West River authorizes the CAO to issue a Request for Proposals for Solar Panels for Afton Community Centre and Bonshaw Community Centre.

- **Adjournment**

- Deputy Mayor Shaun MacArthur to adjourn the meeting at 8:10 PM.
- The next meeting will be November 26, 2024.

Helen Smith-MacPhail

Susan Morse

Mayor _____

Chief Administrative Officer _____