



Rural Municipality of West River Council Meeting Minutes

Meeting No	2024-21	Time	7:00 PM
Session	Regular - Public	Date	Thursday, November 28, 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 John Yeo, Councillor Lillian MacCannell, Councillor Steve Pollard, Susan Morse – CAO, Ehi Itua – Administrative Assistant		
Regret	Councillor Aaron MacEachern		
Guest	Trish Altass & Lynne Lund – Leading Impact Consulting Inc		

- **Call to Order**

Mayor Helen Smith-MacPhail called the meeting to order at 7:05 PM. Mayor Smith MacPhail introduced the Council to members of the public in attendance.

- **Land Acknowledgement**

Mayor Helen Smith-MacPhail acknowledged that the land we gather on is the ancestral and unceded territory of the Mi'kmaq People who have occupied this Island for over 12,000 years.

- **Adoption & Approval of Agenda**

The following item was added to the agenda by Councillor Steve Pollard

- **8.6 – Unsightly Properties**

The agenda was approved as circulated including the added item. It was moved by Councillor John Yeo, seconded by Councillor Steve Pollard, and unanimously carried.

- **Declarations of Conflict of Interest**

Nil

- **Delegations & Public Input**

Ruth DeLong asked questions concerning Fiona clean up work and reforestation at Mutter Park. Mayor Smith-MacPhail answered the questions.

- **Presentations**

Trish Altass & Lynne Lund of Leading Impact Consulting work with groups to assist them in moving forward projects they are passionate about but may lack resources to pursue. They presented a report to Council about a community engagement project they undertook with the Rural Municipality of Breadalbane to address concerns about housing needs of residents and potential residents in the community.

Mayor Smith-MacPhail thanked Ms. Lund & Ms. Altass for their time and helpful presentation.

- **Adoption of Previous Meeting's Minutes**

The minutes of October 24, 2024, Council Meeting were approved as circulated. It was moved by Councillor John Yeo, seconded by Councillor Lillian MacCannell and unanimously carried.

The minutes of November 14, 2024, Planning Board Committee Meeting were approved as circulated. It was moved by Councillor Steve Pollard, seconded by Councillor John Yeo, and unanimously carried.

The minutes of November 14, 2024, Committee of Council Meeting were approved as circulated. It was moved by Councillor Lillian MacCannell, seconded by Deputy Mayor Shaun MacArthur, and unanimously carried.

The minutes of November 14, 2024, Special Council Meeting were approved as circulated. It was moved by Councillor Steve Pollard, seconded by Councillor John Yeo, and unanimously carried.

- **Discussion Items**

- **WRC.2024.21.1 – Solar Panel RFP Afton Community Centre – Hiring Contractor**

Decision Type: Action

Status: Deferred (4-0)

Background:

The Municipality has been approved for funding of \$69,000 for the purchase and installation of a Solar Energy System for Afton Community Centre, and Pursuant to Resolution 2024-84 three companies responded to the Request for Proposal for Solar Energy System for Afton Community Centre.

Moved by Councillor Steve Pollard, and **Seconded by** Councillor Lillian MacCannell.

Description:

Mayor Smith-MacPhail recognized Cody MacDonald, Community Services Manager, for the tremendous work he has done on obtaining the funding for the Solar Panels. The council reviewed the RFPs and noted a concern that they have heard of panels that deteriorate quickly after installation, and they would like to investigate to ensure that the panels the Municipality purchases are not those with a reputation for being defective. Deputy Mayor Shaun MacArthur motioned to defer this decision until such information can be obtained, seconded by Councillor Lillian MacCannell and unanimously carried.

- **WRC.2024.21.2 – Solar Panel RFP Bonshaw Community Centre – Hiring Contractor**

Decision Type: Action

Status: Deferred (4-0)

Description:

Councillor Steve Pollard, moved to defer this item for the same reasons noted above regarding Solar Panels at Afton Community Centre, seconded by Deputy Mayor Shaun MacArthur and unanimously carried.

- **WRC.2024.21.3 – Celebrate Canada 2025**

Decision Type: Action

Status: Motion Carried (4-0)

Description: Motion 2024-85

Moved by Councillor Steve Pollard, and **Seconded by** Councillor Lillian MacCannell.

WHEREAS

According to Section 156 of the Municipal Government Act, agreements, contracts, and other legal or financial instruments shall be signed or authorized by both the Mayor and the Chief Administrative Officer of a municipality, 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 authorizes the Mayor and CAO to sign the necessary documents and contracts for the 2025 Celebrate Canada funding on behalf of the Municipality.

- **WRC.2024.21.4 – Canada Summer Jobs 2025**

Decision Type: Action

Status: Motion Carried (4-0)

Description: Motion 2024-86

Moved by Councillor Lillian MacCannell, and **Seconded by** Councillor Steve Pollard.

WHEREAS

According to Section 156 of the Municipal Government Act, agreements, contracts, and other legal or financial instruments shall be signed or authorized by both the Mayor and the Chief Administrative Officer of a municipality, and

WHEREAS

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

BE IT RESOLVED

The Council for the Rural Municipality of West River authorizes the Mayor and CAO to sign the necessary documents and contracts for the 2025 Canada Summer Jobs funding on behalf of the Municipality.

- **WRC.2024.21.5 – 2024-2025 Fire Dues**

Decision Type: Action

Status: Referred

Background:

FIN.2023.10.6

Description:

Representatives from the North River Fire Department (NRFD) have accepted an invitation to join the Council meeting on December 19, 2024.

The CAO reported that she received a phone call from NRFD regarding this year's dues. They have not received any payment yet. The CAO checked the municipality's records and found no record of invoices or payment sent. At the CAO's request the NRFD sent copies of the invoices via email. There is a discrepancy between the proposed budget line (\$322,405) and the invoices received for the dues (\$337,012).

The CAO explained that Fire Dues hold a large percentage of the Municipal Budget because our budget is small, however the rate that the Municipality pays is the same rate as other municipalities. Councillor John Yeo asked if a written invoice was sent in January of 2024. The CAO did not receive any written communication with a dollar amount.

The Council directed the CAO to investigate the discrepancy in the amount and any history of correspondence between the NRFD and the Municipality regarding Fire Dues. Councillor John Yeo requested the CAO prepare clear communication for the NRFD regarding our financial position regarding budget planning.

- **Motion to Extend the Meeting**

At 8:35 PM Councillor John Yeo, motioned to extend the meeting. Seconded by Councillor Steve Pollard and unanimously carried.

- **WRC.2024.21.6 – Unsightly Properties**

Decision Type: Information

Status: Received

Description:

The Council reviewed an unsightly property complaint that Councillor Steve Pollard received in the Spring of 2024. Councillor Pollard requested that the CAO reach out to the resident and inform them of what if any actions the Municipality was able to undertake regarding this concern.

A second concern was noted regarding a property on the Boyle Rd. where there is a boarded building with boards that have fallen off. Some residents are concerned that the building should be boarded up again.

The Council recognized that the enforcement officer can document these complaints however the Municipality does not have authority to take further action under the current bylaws.

- **Information Items**

- **WRC.2024.21.7 – CAO's Report**

Decision Type: Information

Status: Received

Description:

CAO Susan Morse provided the following update for Council.

Community News

- Scouts Canada used the Bonshaw Community Centre over the weekend and we received a heartfelt thank-you letter from one of the scouts.
- Sportskey, the service the Municipality uses to manage facility bookings needs to be renewed, the cost is \$3176.29 for a one year subscription. Staff propose we use this service for another year. This service has been great for managing bookings for programs, fields and facilities.
- There will be grant requests to review in December.
- The MEO has received nomination papers for one candidate for the Municipal By-Election for Ward 2 Councillor. Nominations close Friday November 29, 2024 at 2 PM.

Planning News

- The CAO continues to work on a Shared Services Bylaw and a Pilot Project Proposal.
- Update on application for variance regarding PID 1064393 – we are waiting for the applicant to pay the fee before we can proceed with the process. The applicant has been made aware.

IRAC Appeal LA24010 PID 818500

- The CAO and Legal Counsel attended a mediation session on November 21st facilitated by IRAC staff.

▪ **WRC.2024.21.8 – ICS Committee Report**

Decision Type: Information

Status: Received

Description:

Mayor Smith-MacPhail provided Council with an update on the Interim Community Services Committee meeting on November 26, 2024. The following items were discussed

- Holiday Lights Contest – we will be asking Council to help judge lights in their wards
- Santa Tour 2024 – opening Afton Community Centre for hot chocolate and cookies for the Santa Tour.
- Town of Cornwall Christmas Parade.
- The committee is looking for volunteer representatives from each ward to join the committee.

▪ **WRC.2024.21.9 – Mutter Park Boundary Encroachment Report**

Decision Type: Information

Status: Received

Background:

PLB.14.10

Description:

The CAO reported that the encroachment at the northeast corner of Mutter Park has been resolved.

- **Meeting Closed**

At 8:50 PM Deputy Mayor Shaun MacArthur, motioned for the meeting to be closed. It was seconded by Councillor John Yeo and unanimously carried.

- **In Camera Items**

- **WRC.24.21.10 - Pursuant to the Municipal Government Act Section 119(1)f**
- **WRC.24.121.11 - Pursuant to the Municipal Government Act Section 119(1)g**

- **Meeting Opened**

At 9:05 PM Deputy Mayor Shaun MacArthur, motioned for the meeting to be opened. It was seconded by Councillor John Yeo and unanimously carried.

- **Adjournment**

- Deputy Mayor Shaun MacArthur to adjourn the meeting at 9:05PM.
- The next meeting will be December 19, 2024.

Helen Smith-MacPhail

Susan Morse

Mayor _____

Chief Administrative Officer _____