



Rural Municipality of West River Committee of Council Meeting Minutes

Meeting No	2025-19	Time	7:00 PM
Session	Regular - Public	Date	Thursday, January 9, 2025
Chair	Helen Smith-MacPhail - Mayor	Location	Afton Community Centre
Adoption status	Approved	Contact Person	Susan Morse - CAO
Attendance	Mayor Helen Smith-MacPhail, Councillor Aaron MacEachern, Councillor Daniel Sud, Councillor John Yeo, Councillor Lillian MacCannell, Councillor Steve Pollard, Susan Morse - CAO, Ehi Itua - Administrative Assistant		
Regret	Deputy Mayor Shaun MacArthur		
Guest	Nil		

- **Call to Order**

Mayor Helen Smith-MacPhail called the meeting to order at 7:35 PM.

- **Adoption & Approval of Agenda**

Mayor Smith MacPhail requested to move Item 5 – **Questions from the Audience and Public Input** to Item 8

The agenda was approved as circulated, including the change in order. It was moved by Councillor Daniel Sud, seconded by Councillor Aaron MacEachern and unanimously carried.

- **Declarations of Conflict of Interest**

Nil

- **Recommended Items**

- **CW.25.19.1 – ICS Committee Report – Winter Activities**

Decision Type: Information

Status: Received

Description:

The CAO presented the following winter activities recommended by the ICS committee for Council approval,

- Free Community Skate: January 26, 2025, at 2:00 PM
- Sleigh Rides at Potts: Date to be determined
- Winter Market at Afton Community Centre: Date to be determined
- Trivia: Date to be determined

Mayor Helen Smith-MacPhail updated the committee on other discussions at the meeting regarding: the upcoming newsletter, pancake breakfast at Afton Community Centre in May, long-term rental request at the Bonshaw Community Centre, and preliminary planning for Canada Day celebrations.

▪ **CW.25.19.2 – Black Fly Program Report**

Decision Type: Information

Status: Received

Background:

Council requested a report from the Black Fly Treatment Program.

Description:

The CAO received a report from Atlantic Bug Buster INC. on January 2, 2025, covering black fly treatment in New Haven-Riverdale, Appendix A, attached hereto forming a part of these minutes. The committee heard from Councillor Steven Pollard who commented that residents in the area report the treatment helps reduce biting insects in the area. The Committee requested the CAO inquire with Bug Busters regarding accessibility of the streams due to Fiona debris and the cost of treatment for 2025.

▪ **CW.25.19.3 – Solar Panels for Afton & Bonshaw Community Centres – Reviewing Proposals**

Decision Type: Action

Status: Recommended

Background:

WRC.24.18.3

Description:

The Committee reviewed the proposals for Solar Panel Installations for both Bonshaw & Afton Community Centres, Appendix B, attached hereto forming a part of these minutes. The committee recognized that the funding for Afton Community Centre panels will only cover the lowest quote. The committee recognized the benefits of choosing a company with a long history of operation and ample experience with solar installations. The committee recommends Council accept the proposal from Hansen Solar Energy LTD, a division of Hansen Electric, a local company that has been in operation for over 50 years.

- **CW.25. 19.4 – 2025 – 26 Financial Plan Preparation**

Decision Type: Information

Status: Received

Description:

The CAO presented an income report in comparison to the 2024-25 Financial Plan, Appendix C attached hereto forming a part of these minutes. The Committee reviewed the report and discussed preparation for the 2025-26 Financial Plan. Members directed the CAO to prepare the Financial Plan for the fiscal year in keeping with the current plan and to include information about additional costs that would be incurred if new bylaws such as animal control and unsightly property were adopted.

- **CW.25. 19.5 – RMWR 2025 – 26 Property Tax Rate Planning**

Decision Type: Information

Status: Received

Description:

The CAO presented a summary of Municipal tax rates throughout the Province, RMWR's 2024 tax roll and the potential 2025 tax roll per MATI. Appendix D, attached here to forming a part of these minutes. The committee compared Provincial and Municipal tax rates. The committee recognized that municipal taxes in West River increased by 1 cent in 2024. The committee will determine 2025-26 tax rates after the Financial Plan has been prepared.

- **Information Items**

- **CW.25.19.6** – Side Door Replacement Afton Community Centre

Decision Type: Information

Status: Received

Description:

The office of the RMWR received two quotes for replacing the side doors with a commercial door. The current door is not commercial grade and has needed multiple repairs in the past two years. A commercial door will increase security and decrease issues with operation.

- **CW.25.19.7** – Tree Removal Afton Community Centre

Decision Type: Information

Status: Received

Description:

The office of the RMWR received two quotes for tree removal at the Afton Community Centre. The CAO will decide on the service provider after reviewing both quotes as the amounts are within her spending authority.

- **Questions from the Audience and Public Input**

- Nil

- **Adjournment**

- Councillor Aaron MacEachern to adjourn the meeting at 8:25 PM.
- The Next Meeting will be on February 13, 2025

Helen Smith-MacPhail

Susan Morse

Mayor _____

Chief Administrative Officer _____

Appendix A



1444 Freetown Road
Freetown, PE
COB 1M0

Owner / Operators: Jake Rix & Katherine McKenna



902-439-1060



atlanticbugbusters@live.ca

2024 Season Report for West River Administration:

- April 4th and 5th full days: all streams treated, average larva levels
- April 6th: half day, remaining streams treated
- April 30th and May 1st full days: all streams treated
- May 13th and 15th: larva levels low, spot treatments
- May 28th: checked a handful of streams as we were in the area, normal larva levels
- June 14th, 15th & 17th: full treatments in all streams
- July 5th and 8th: all streams treated
- July 31st: spot treatments, little to no larva
- August 12th: very low larva, most streams had none

Katherine McKenna

January 2nd, 2025

Appendix B

Highlighted Solar Quote Details

For

Afton Community Centre

	M.B Eye Electrical	Hansen Electric	Sunly
System KW Size	45 KW Array	36.9 KW Array	34.425KW
# of Panels	90 x 500-Watt Panels	90 x 410-Watt Panels	81 x 425-Watt Panels
Est. Annual Production	50,180 KWh	42,113 KWh	36,375 KWH
Warranty	25 Year Entire System Parts & Labour	25 Yr Panels, 10 Yr Inverters, 20 Yr Racking, 5 Year Install/Workmanship	30 Yr Panel Performance, 25 Yr Panel Product, 12 Yr Inverter, 20 Yr Racking, 2 Yr Parts & Labour
System Price (HST Included)	\$78,487.50	\$86,991.75	\$93,033.56

For

Bonshaw Community Centre

	M.B Eye Electrical	Hansen Electric	Sunly
System KW Size	21.46 KW Array	27.06 KW Array	11.47KW
# of Panels	53 x 405-Watt Panels	66 x 410-Watt Panels	27 x 425-Watt Panels
Est. Annual Production	25,543 KWh	28,947 KWh	13,000 KWH
Warranty	25 Year Entire System Parts & Labour	25 Yr Panels, 10 Yr Inverters, 20 Yr Racking, 5 Year Install/Workmanship	30 Yr Panel Performance, 25 Yr Panel Product, 12 Yr Inverter, 20 Yr Racking, 2 Yr Parts & Labour
System Price (HST Included)	\$50,603.74	\$64,416.33	\$34,970.06

Appendix C

RMWR Income Statement April 2024-Dec31st 2024			
2024-25 Financial Plan			
REVENUE	Projected	Prorated (3/4)	Actual YTD
General revenue			
Property Tax	718,663.16	538,997.37	583,576.00
Permit Fees	25,000.00	18,750.00	48,003.45
Property Owned Rental	8,000.00	6,000.00	20,817.07
Misc	1,000.00	750.00	2,130.95
MCEG	40,004.00	30,003.00	81,632.63*
Wage Subsidies	5,000.00	3,750.00	8,148.4
HST Rebate	20,000.00	15,000.00	-
Canada Day Celebration	1,500.00	1,125.00	2,400
Tax Credit Planning	48,939.98	36,704.99	-
General Revenue Total	868,107.14	651,080.36	746,708.50
Grant Revenue	-	-	136,734.75
Total Revenues	868,107.14	651,080.36	883,443.25
EXPENSES			
Salaries, Wages, Remuneration	250,000.00	187,500.00	204,539.15
Professional Fees	15,000.00	11,250.00	21,952.42
Official Plan	30,000.00	22,500.00	19,834.35
Legal Reserve	10,000.00	7,500.00	-
Insurances	70,000.00	52,500.00	58,472.62
Fire Dues	322,405.15	241,803.86	168,506.00
Conferences & Council Training	2,500.00	1,875.00	499.75
Offices Supplies	10,000.00	7,500.00	9,636.89
EMO	10,000.00	7,500.00	7,156.28
Dues & Memberships	12,000.00	9,000.00	7,284.72
Misc	2,000.00	1,500.00	2160.77
Events	7,800.00	5,850.00	2,420.39
Communities 13 Grant	15,000.00	11,250.00	14,539.00
Community Grants	8,750.00	6,562.50	5,340.00
Public Property/P&R	68,000.00	51,000.00	83,818.90
Black Fly	15,500.00	11,625.00	-
Contribution to Capital Fund	14,000.00	10,500.00	-
Continuing Education	2,500.00	1,875.00	895.79
Election Reserve	2,500.00	1,875.00	548.70
NHSP	-	-	3,608.28
Seniors Com Meal Grant	-	-	5,983.15
Total General & Admin. Expenses	867,955.15	650,966.36	617,197.2

Appendix D

Provincial & Municipal Tax Rates			NC=non commercial		Comm = Commercial			
	recent increase		Prov Rate	Prov Credit	Municipal Res Rate	Non Res Tax Rate	PEI Res rate	Non Res of PEI
West River	23-24 by 0.01	NC	1.5000	0.5000	0.1700	0.2000	1.1700	1.7000
		Comm	1.5000		0.2525		1.7525	1.7525
West River N/H/R	23-24 by 0.02	NC	1.5000	0.5000	0.2100	0.2400	1.2100	1.7400
		Comm	1.5000		0.2925		1.7925	1.7925
Cornwall	none	NC	1.5000	0.5000	0.4600	1.0000	1.4600	2.5000
		Comm	1.5000		0.9600		2.4600	2.4600
Crapaud	23-24 by 0.25	NC	1.5000	0.5000	0.7500		1.7500	2.2500
		Comm	1.5000		0.2925		1.7925	1.7925
Clyde River	22-23 by 0.02	NC	1.5000	0.5000	0.1700		1.1700	1.6700
	21-22 by 0.02							
	22-23 by 0.02	Comm	1.5000		0.1700		1.6700	1.6700
Kingston	none	NC	1.5000	0.5000	0.1500		1.1500	1.6500
		Comm	1.5000		0.1500		1.6500	1.6500
Miltonvale Park No Service	none	NC	1.5000	0.5000	0.1660		1.1660	1.6660
		Comm	1.5000		0.8260		2.3260	2.3260
Kinkora	none	NC	1.5000	0.5000	0.5500		1.5500	2.0500
		Comm	1.5000		0.5700		2.0700	2.0700
Borden/Carleton	22-23 by .04	NC	1.5000	0.5000	0.5700		1.5700	2.0700
		Comm	1.5000		1.4000		2.9000	2.9000
North Shore	none	NC	1.5000	0.5000	0.1800		1.1800	1.6800
	23-24 by 0.04	Comm	1.5000		0.2200		1.7200	1.7200
Hunter River		NC	1.5000	0.5000	0.4000		1.4000	1.9000
		Comm	1.5000		0.5000		2.0000	2.0000
York	23-24 by 0.03	NC	1.5000	0.5000	0.2100		1.2100	1.7100
	23-24 by 0.03	Comm	1.5000		0.2100		1.7100	1.7100
Belfast	23-24 by 0.03	NC	1.5000	0.5000	0.2000		1.2000	1.7000
		Comm	1.5000		0.3000		1.8000	1.8000

RMWR Municipal Portion of Property Taxes

2024	\$	750,231.50
Estimated 2025	\$	778,108.91