

Rural Municipality of West River  
Regular Meeting of Council  
Thursday, September 10, 2020 at 7:00 PM

In Attendance

Mayor: Helen Smith-MacPhail

Deputy Mayor Bob Clow	Councillor Sabrina Loughran
Councillor Shaun MacArthur	Councillor John Yeo
Councillor Stephen Gould	Councillor Chad Stretch
Councillor Lori Ashley	Councillor Aaron MacEachern
Councillor Pam Baglole	Councillor Sharon Slauenwhite

Kevin McCarville – Chief Administrative Officer

**CALL TO ORDER**

Mayor Helen Smith-MacPhail called the meeting to order.

**APPROVAL OF THE AGENDA**

It was moved by Councillor Slauenwhite and seconded by Councillor Loughran the agenda be approved as circulated. Motion carried.

**MINUTES**

There are no minutes because it is the first meeting. It was noted unapproved minutes from the pre-amalgamated municipalities will be brought forward at a future meeting.

**MAYORS REPORT**

Mayor Helen Smith-MacPhail welcomed everyone and gave a history of how the 5 municipalities of Afton, Bonshaw, Meadowbank, New Haven-Riverdale, and West River amalgamated into one Rural Municipality of West River. She acknowledged the many people who attended many meetings over the last several years and made special mention to Elizabeth Wilson who was Chair of the various West River Groups. Mayor Smith-MacPhail thanked the former Mayors and Councillors of each municipality for their years of service and commitment.

**CAO REPORT**

Interim CAO Kevin McCarville thanked Mayors and Councillors of the 5 pre-amalgamated municipalities for their support. The former CAO's of each municipality will be employed by the new municipality until December 31, 2020. Insurance coverage for the new municipality has been a focus of attention and noted that local insurance officials have been very helpful. There will be a lot of work to complete on

administrative matters, a temporary website and projects in the communities. The Municipality has yet to receive the transitional funding agreement from the Province.

## **RESOLUTIONS**

Mayor Smith-MacPhail described the formal process to pass resolutions and CAO Kevin McCarville discussed the importance of recording Resolutions

**Moved by Councillor Lori Ashley**

**Motion #2020-01, Banking**

**Seconded by Councillor Aaron MacEachern**

### **BE IT RESOLVED THAT:**

The Rural Municipality of West River open bank accounts (general and Gas Tax) with the Charlottetown Branch of Provincial Credit Union, located at 281 University Avenue; and

The Mayor and Chief Administrative Officer be authorized to sign the required banking documents

**CARRIED 10-0**

**Moved by Deputy Mayor Bob Clow**

**Motion #2020-02, Audits**

**Seconded by Councillor Pam Baglole**

### **BE IT RESOLVED THAT:**

The Rural Municipality of West River authorizes the respective auditors of the five(5) pre amalgamated municipalities to complete audits for the period April 1, 2020-August 31, 2020

**CARRIED 10 -0**

**Moved by Councillor Chad Stretch**

**Motion #2020-03, Accounting System**

**Seconded by Councillor Sharon Slauenwhite**

**BE IT RESOLVED THAT:** The Rural Municipality of West River accepts MRSB September 1, 2020 quote of \$950.00 plus HST to assist in setting up a consolidated chart of accounts and in budget and statement presentation.

**CARRIED 10 - 0**

**Moved by Councillor Sabrina Loughran  
Seconded by Councillor Shaun MacArthur**

**Motion #2020-04 FPEIM**

**BE IT RESOLVED THAT:**

The Rural Municipality of West River become a member of the Federation of Prince Edward Island Municipalities paying prorated dues for new members for the period September 1, 2020-March 31, 2021.

**CARRIED 10 - 0**

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

**Motion #2020-05 Selection Committee**

**BE IT RESOLVED THAT:**

The Council for the Rural Municipality of West River appoint Mayor Smith-MacPhail, Deputy Mayor Bob Clow , Councillor Stephen Gould and Councillor John Yeo to be the Selection Committee for the permanent Chief Administrative Officer: and

That Council receive quotes from qualified Human Resources professionals to conduct the competition.

**CARRIED 10 - 0**

**Moved by Councillor Stephen Gould  
Seconded by Councillor Sharon Slauenwhite**

**Motion #2020-06 Office Space**

Councillor Shaun MacArthur recused himself from the vote citing a conflict of interest

**BE IT RESOLVED THAT:**

The Council for The Rural Municipality of West River agrees to the attached lease agreement with the Royal Canadian Legion, Kingston Branch #30 for office space effective September 1, 2020, and

The Mayor and Chief Administrative Officer be authorized to execute the lease on our behalf

**CARRIED 9 - 0**

**Moved by Councillor John Yeo  
Seconded by Councillor Sabrina Loughran**

**Motion #2020-07 Office Location**

**BE IT RESOLVED THAT:**

Pursuant to Section 85 of the Municipal Government Act the Council for the Rural Municipality of West River designates civic address 15385 Trans Canada Highway as the temporary municipal office.

**CARRIED 10 - 0**

**Moved by Councillor Chad Stretch  
Seconded by Councillor Shaun MacArthur**

**Motion #2020-08 Spending Limits**

**BE IT RESOLVED THAT:**

The interim Chief Administrative Officer has the authority to purchase individual goods and services on behalf of the Municipality up to a value of \$2,000.00

**CARRIED 10 - 0**

**Moved by Councillor Lori Ashley  
Seconded by Deputy Mayor Bob Clow**

**Motion #2020-09 Interim Legal Services**

**BE IT RESOLVED THAT:**

Council designates Stewart McKelvey as the Municipality's interim legal firm on a fee for service basis.

**CARRIED 10 - 0**

**OTHER BUSINESS**

Council discussed potential tax rate groups for the year 2021-2022. It was agreed the former New Haven-Riverdale would be separate from the others to allow for a different tax rate to due to the Black Fly program

## **PRESENTATIONS/DELEGATIONS**

Mayor Smith-MacPhail welcomed the 6 people who attended the first meeting of the newly amalgamated municipality and welcomed Peter Bevan-Baker, the MLA for District New Haven-Rocky Point. Peter Bevan-Baker asked about the insurance issues causing Inman Park to be temporarily closed. That has now been resolved. Sue Williams asked if Council was surprised that the municipality had challenges in receiving insurance coverage. CAO Kevin McCarville discussed the challenges in having the insurance coverage flow over to the new community.

## **ADJOURNMENT**

The meeting adjourned at 7:55pm.

HELEN SMITH-MACPHAIL

MAYOR

KEVIN MCCARVILLE

CHIEF ADMINISTRATIVE OFFICER