

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

Mayor: Helen Smith-MacPhail

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

Kevin McCarville – Chief Administrative Officer

Regrets: Councillor Aaron MacEachern

CALL TO ORDER

Mayor Helen Smith-MacPhail called the meeting to order via Zoom at 7:00pm

APPROVAL OF THE AGENDA

It was moved by Deputy Mayor Clow and seconded by Councillor Baglole the agenda be approved as circulated. Motion carried.

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts noted

MINUTES

It was moved by Councillor Yeo and seconded by Councillor Gould that the minutes of November 12, 2020 be approved.
Motion carried.

BUSINESS ARISING FROM MINUTES

MAYOR'S REPORT

Mayor Smith MacPhail advised the meeting interviews were recently held for the Chief Administrative Officer position. The Hiring Committee hopes to bring forward a recommendation to Council soon.

PROPERTIES COMMITTEE REPORT

Councillor Stretch noted the Committee has meet with the architect (Chris Jette) to review drawings and consider options for Afton Hall. The architect is waiting to hear back from us and indicated he could have updated drawings ready in two weeks once we provide some direction. It is hoped that could happen the first week of January.

PLANNING BOARD

Councillor Slauenwhite reported her Committee held a brief Zoom meeting December 8th for the purpose of initiating the RFP process for the Official Plan. It is the intent to award the Official Plan/Bylaw project in February 2021 with the hope of having it completed late summer/fall of 2022.

CAO REPORT

The CAO advised all insurance is now with Hyndman Insurance and we expect a rebate on the cancelled policies. We are waiting on a couple audits before calling MRSB in to set up the consolidated Balance Sheet. We expect the audits any day.

He noted the \$ 63,000 Safe Restart Funding has been received and the Municipality has been notified our funding application for the official plan has been approved.

There has be no activity on the Three Phase Power project and we have been advised Treasury Board may respond to our Transition Funding request before Christmas.

The CAO briefed Council on his recent discussions re speed limits/speed zones with Provincial officials and provided Council cost estimates for various traffic calming measures.

It was noted about 30 minor amendments to the Municipal Government Act were proclaimed on December 4th. It was further noted the bylaws receiving first reading tonight have been posted on the municipal website and have been reviewed by Municipal affairs staff as required in the Order.

The CAO thanked Council, Bev MacIsaac, Sara Weeks, and Bill Grant for their support over the past 4 months.

RESOLUTIONS

RESOLUTION #2020-22 Procedural Bylaw

Moved by Councillor Pam Baglole

Seconded by Deputy Mayor Bob Clow

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

The mandatory bylaws from the Rural Municipality of Bonshaw shall remain in effect until such time as the Minister of Fisheries and Communities issues written approval for establishment of bylaws for the Rural Municipality of West River

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-01, the Procedural Bylaw, be read and approved a first time.

CARRIED 9-0

RESOLUTION #2020-23 Code of Conduct Bylaw

Moved by Councillor Sabrina Loughran

Seconded by Councillor Chad Stretch

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

The mandatory bylaws from the Rural Municipality of Bonshaw shall remain in effect until such time as the Minister of Fisheries and Communities issues written approval for establishment of bylaws for the Rural Municipality of West River

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-02, the Code of Conduct Bylaw, be read and approved a first time.

CARRIED 9-0

RESOLUTION #2020-24 Conflict of Interest Bylaw

Moved by Councillor Lori Ashley

Seconded by Councillor John Yeo

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

The mandatory bylaws from the Rural Municipality of Bonshaw shall remain in effect until such time as the Minister of Fisheries and Communities issues written approval for establishment of bylaws for the Rural Municipality of West River

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-03, the Conflict-of-Interest Bylaw, be read and approved a first time.

CARRIED 9-0

RESOLUTION #2020-25 Records Retention Bylaw

Moved by Councillor Sharon Slauenwhite

Seconded by Councillor Shaun MacArthur

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

The mandatory bylaws from the Rural Municipality of Bonshaw shall remain in effect until such time as the Minister of Fisheries and Communities issues written approval for establishment of bylaws for the Rural Municipality of West River

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-04, the Records Retention Bylaw, be read and approved a first time.

CARRIED 9-0

**RESOLUTION #2020-26 Access to Information and Protection of Personal Information
Moved by Councillor Chad Stretch Seconded by Councillor Stephen Gould**

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

The mandatory bylaws from the Rural Municipality of Bonshaw shall remain in effect until such time as the Minister of Fisheries and Communities issues written approval for establishment of bylaws for the Rural Municipality of West River

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-05, the Access to Information and Records Retention Bylaw, be read and approved a first time.

CARRIED 9-0

**RESOLUTION #2020-27 Municipal Emergency Management Program Bylaw
Moved by Councillor Pam Baglole Seconded by Deputy Mayor Bob Clow**

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

The mandatory bylaws from the Rural Municipality of Bonshaw shall remain in effect until such time as the Minister of Fisheries and Communities issues written approval for establishment of bylaws for the Rural Municipality of West River

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-06, the Municipal Emergency Management Program Bylaw, be read and approved a first time.

CARRIED 9-0

RESOLUTION #2020-28 Grants Bylaw
Moved by Councillor Sabrina Loughran Seconded by Councillor Stephen Gould

WHEREAS

The Rural Municipality of West River is operating with the discretionary bylaws from the pre-amalgamated Rural Municipalities pursuant to Executive Council Order 2020-485, and

WHEREAS

The discretionary bylaws from the pre-amalgamated Rural Municipalities shall remain in effect until such time as the Minister of Fisheries and Communities issues written approval for establishment of bylaws for the Rural Municipality of West River

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-10, the Grants Bylaw, be read and approved a first time.

CARRIED 9-0

RESOLUTION #2020-29 Fees Bylaw
Moved by Councillor Lori Ashley Seconded by Councillor Chad Stretch

WHEREAS

The Rural Municipality of West River is operating with the discretionary bylaws from the pre-amalgamated Rural Municipalities pursuant to Executive Council Order 2020-485, and

WHEREAS

The discretionary bylaws from the pre-amalgamated Rural Municipalities shall remain in effect until such time as the Minister of Fisheries and Communities issues written approval for establishment of bylaws for the Rural Municipality of West River

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-11, the Fees Bylaw, be read and approved a first time.

CARRIED 9-0

RESOLUTION #2020-30

Moved by Councillor Shaun MacArthur

Reserves Bylaw

Seconded by Councillor Stephen Gould

WHEREAS

The Rural Municipality of West River is operating with the discretionary bylaws from the pre-amalgamated Rural Municipalities pursuant to Executive Council Order 2020-485, and

WHEREAS

The discretionary bylaws from the pre-amalgamated Rural Municipalities shall remain in effect until such time as the Minister of Fisheries and Communities issues written approval for establishment of bylaws for the Rural Municipality of West River

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-13, the Reserves Bylaw, be read and approved a first time.

CARRIED 9-0

RESOLUTION #2020-31

Moved by Councillor John Yeo

Tax Rate Groups Bylaw

Seconded by Councillor Sharon Slauenwhite

WHEREAS

The Rural Municipality of West River is operating with the discretionary bylaws from the pre-amalgamated Rural Municipalities pursuant to Executive Council Order 2020-485, and

WHEREAS

The discretionary bylaws from the pre-amalgamated Rural Municipalities remain in effect until such time as the Minister of Fisheries and Communities issues written approval for establishment of bylaws for the Rural Municipality of West River

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-14, the Tax Rate Groups Bylaw, be read and approved a first time.

CARRIED 9-0

RESOLUTION #2020-32

Moved by Councillor Stephen Gould

Terms of Reference- Finance Committee

Seconded by Councillor Pam Baglole

BE IT RESOLVED

That the Council for the Rural Municipality of West River adopt the following Terms of Reference for the Finance Committee.

- Responsible for preparation and presentation of annual budget
- Responsible for recommending rates for property taxation.
- Responsible for recommendations on financing town projects
- Responsible for recommending a procurement policy to council.
- Responsible for monitoring Federal/Provincial/Municipal funding agreements.
- Responsible for monitoring the expenditure of funds and making periodic reports to Council.
- Responsible for recommending requests for donations .
- Responsible for making recommendations on computer systems and new technology for the Municipal operations.
- Responsible for making recommendations regarding appointment for Auditor, Banking, Insurance, Legal, Engineer, etc.
- To deal with other matters as referred to the Committee from time to time.

CARRIED 9-0

RESOLUTION #2020-33

Moved by Councillor Chads Stretch

Terms of Reference - Properties Committee

Seconded by Deputy Mayor Bob Clow

BE IT RESOLVED

That the Council for Rural Municipality of West River adopt the following as the Terms of Reference for the Properties Committee

- To make recommendations to Council regarding Municipally owned/leased/operated facilities (i.e., Afton Hall, Bonshaw Community Centre, Parks, land, etc)
- To monitor the expenditure of funds within the approved budget and to make periodic reports to Council.
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- To make recommendations to Council on staffing requirements for budget purposes for property maintenance

- To make recommendations to Council on policy regarding service providers for facilities – snow clearing, grass cutting, garbage collection, etc.
- To make recommendations to Council respecting the Department of Transportation, Infrastructure and Energy’s street maintenance and paving within the municipality
- To deal with other matters referred to the Committee by Council from time to time

CARRIED 9-0

OTHER BUSINESS

Councillor Ashley noted the Bonshaw Community Centre Board is requesting a small amount of funding to from Council to assist with miscellaneous costs they anticipate incurring prior to the March 31, 2020 year end

RESOLUTION #2020-34 Bonshaw Community Centre Grant

Moved by Councillor Sharon Slauenwhite Seconded by Deputy Mayor Bob Clow

BE IT RESOLVED

That the Council for Rural Municipality of West River approve a \$ 400.00 grant to the Bonshaw Community Centre to assist in covering miscellaneous expenses until April 2021

CARRIED 9-0

West River is following up on the recent announcement of internet hubs across PEI. We were not included; however, the Afton Hall may be a suitable site.

Councillor Slauenwhite reinforced with Council the availability of Active Transportation Plan Funding.

Councillor Gould participated in a Maritime Electric exploratory session on municipalities becoming solar partners.

ADJOURNMENT

The meeting adjourned at 8:25pm.

HELEN SMITH-MACPHAIL
MAYOR

KEVIN MCCARVILLE
CHIEF ADMINISTRATIVE OFFICER