

Regular Council Meeting
Rural Municipality of Warren Grove
Thursday, October 6, 2022 at 7:00 p.m

PRESENT: Mayor Diane Crozier
John MacAllar
Noemie Wheatley
Laurie Turner
Janet Howes
Destiny Wells-Arsenault

Michel Arsenault, CAO

Four members of the public were present.

1. **CALL TO ORDER:** Mayor Crozier called the meeting to order at 7:05 p.m.

2. **DECLARATIONS OF CONFLICT OF INTEREST**

Councillor D. Arsenault indicated a potential conflict of interest for items related to CAO contract (5.4 and 7.2) given that she and the CAO, Michel Arsenault, are married.

3. **APPROVAL OF AGENDA**

Moved by Councillor D. Arsenault, and Seconded by Councillor N. Wheatley
That the agenda be approved as presented.
Motion Carried

4. **ADOPTION OF MINUTES**

September 1, 2022 - Regular Council Meeting

Moved by Councillor D. Arsenault and Seconded by Councillor J. MacAllar

That the Minutes of September 1, 2022, Regular Council Meeting be approved as presented.

Motion Carried

September 8, 2022 - Special Meeting of Council

Moved by Councillor D. Arsenault and Seconded by Councillor J. Howes

That the Minutes of September 8, 2022, Special Meeting of Council be approved as presented.

Motion Carried

5. **BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS**

5.1. **Cemetery/Park Project**

Communication between the CAO and the Aikens (owners of the property where the cemetery is located) has been positive. Their primary concerns with moving forward with the project have been around liability, safety and access.

Following the upcoming municipal election, the intent of Council is to put in place a committee that will be charged with the design and planning of the property surrounding the municipal hall

(to include the cemetery, a new play structure, pickle ball/multi-use sports pad, etc.). Options and cost of insurance coverage will be explored as part of the work of the committee in the new year.

CAO will communicate the intent of Council to the Aikens, and obtain a copy of the survey of the municipal lot.

5.2. TAJ - Rental Agreement

Extension of TAJ rental agreement

Moved by Councillor N. Wheatley

Seconded by Councillor J. MacAllar

Whereas: the current letter of agreement with TAJ Day Program for daily rental of the municipal hall expires October 31, 2022;

And Whereas: Council intends to put in place a more detailed commercial rental agreement, through the work of a committee established following the upcoming municipal election;

Therefore, Be it Resolved: that the letter of agreement with TAJ Day Program for daily rental of the municipal hall be extended to January 31, 2022, with the same terms.

Motion Carried (4-1)

5.3. Speeding in Warren Grove

Purchase of Speed Radar Advisory Sign

Moved by Councillor D. Arsenault

Seconded by Councillor L. Turner

Whereas: the paving of the shoulders along Route-248 appears to have increased the number of speeding vehicles in the municipality, and speeding continues to be an issue;

And Whereas: a speed radar advisory sign could contribute to reduce speeding and collect data on the number of speeding vehicles in the municipality;

Therefore, Be it Resolved: that the Rural Municipality of Warren Grove purchase a speed radar advisory sign up to the amount of \$4,000.

Motion Carried

CAO will contact the Department of Transportation and Infrastructure to discuss possible traffic calming measures and potential sources of funding for the speed radar.

5.4. CAO Contract

Temporary CAO Contract

Moved by Councillor N. Wheatley

Seconded by Councillor J. MacAllar

Whereas: Michel Arsenault was temporarily appointed and has taken on the responsibilities of Chief Administrative Officer (CAO) of the Rural Municipality of Warren Grove, effective September 8, 2022;

And Whereas: a contract or agreement has not yet been signed between the CAO and Council;

Therefore, Be it Resolved: that the CAO receive the same payment for services as previously established for the former CAO (\$400/month CAO and \$100/month for cell phone).

Be if Further Resolved: that a committee be set up to establish the terms of a permanent CAO position.

Motion Carried

Councillors N. Wheatley and J. MacAllar agreed to be part of the committee to establish the terms of the permanent CAO position.

6. CORRESPONDENCE

6.1. Waste Bin Price Increase

A letter was received on February 28, 2022 from Superior Sanitation indicating a price increase starting April 1, 2022. Increase has resulted in payment going from \$57.50 monthly to \$69.00 monthly.

6.2. GFL

Email received August 2022 indicated that GFL Environmental (“GFL”) has acquired our account from Superior Sanitation. Fees and service remain the same.

6.3. Girl Guides

Email from the Girl Guides September 20, 2022 indicating they intend to start using the hall weekly starting September 29, 2022 and their sincere appreciation for Council’s decision to waive the rental fee for the current school year.

7. REPORTS FROM COMMITTEES

7.1. Capital Projects/Building & Grounds improvements

Will be looking at commercial playground equipment as part of a larger plan described in 5.1.

No other reports. Membership of Committees will be reestablished following the upcoming general municipal election.

8. REPORT FROM CAO

8.1. Review of financial statement for September 2022

8.2. CAO informed that a request for extension to the province for submission of the annual audit was denied due to interest around municipal finances and the upcoming municipal election. The October 15th deadline for submission of the audit to the province will not be met. Although the payment for the audit was made to the accountant, no documentation was prepared or submitted. This is now being worked on as a priority.

9. NEW BUSINESS

9.1. Hurricane Fiona - Damage and Cleanup

Following Hurricane Fiona, several trees have fallen on and around the play structure, and a few other small items were damaged on or around the hall building. A claim was started with PEI Mutual, waiting to hear from the adjuster. Unsure of timeline given the high volume of claims still being submitted. Insurance policy includes coverage of \$125,000 for the building and \$15,000 for the playground with a \$500 deductible.

9.2. EMO

Following Hurricane Fiona, gaps in the municipal EMO plan have been identified and the need to establish the municipal hall as a reception center was further emphasized. Going forward Councillor N. Wheatley has agreed to take over the responsibility for the EMO from Councillor L. Turner.

A suggestion was made to survey residents to better understand their challenges related to personal preparedness, needs from a reception center, etc. Will aim to have a link provided in the upcoming newsletter to a survey while the events surrounding the hurricane are still fresh in mind.

Quote for Generator

Moved by Councillor N. Wheatley

Seconded by Councillor L. Turner

Whereas: there is a need for the Rural Municipality of Warren Grove to provide for its residents in the event of an emergency;

And Whereas: the municipal is currently not set up to be open in the event of an extended power outage;

Therefore, Be it Resolved: that official quotes for an automatic “Generac-style” generator be obtained and sources of funding be explored.

Motion Carried

9.3. Municipal Office Hours

Miltonvale Park has agreed to share their municipal office with Warren Grove. Their only concern is the additional work it may create, which should be very minimal.

Shared Services Agreement

Moved by Councillor N. Wheatley

Seconded by Councillor J. MacAllar

Whereas: the PEI Municipal Government Act requires each municipality to have an accessible office open to the public 20 hours per week by December 2022;

And Whereas: the Rural Municipality of Miltonvale Park has agreed to share their municipal office with the Rural Municipality of Warren Grove;

Therefore, Be it Resolved: that a shared services agreement be entered into with the Rural Municipality of Miltonvale Park for the purposes of a shared municipal office.

Motion Carried

It is noted that a Shared Services Bylaw will also need to be passed by each municipality.

9.4. Activities in December

Santa at the Hall with hot chocolate and apple cider will take place again this year on December 3, 6-8pm.

Christmas light competition will be the week of December 12 (preferably not a Tuesday in order to have a fire truck available again this year)

A newsletter will go out in early November.

ADJOURNMENT

Moved - that there being no further business, the meeting adjourned at 9:05 p.m.

Signed Diane Crozier, Mayor

Dated

Signed Michel Arsenault, CAO

Dated