

Regular Council Meeting
Rural Municipality of Warren Grove
Thursday, November 3, 2022 at 7:00 p.m

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

Michel Arsenault, CAO

Two members of the public were present.

1. **CALL TO ORDER:** Mayor Crozier called the meeting to order at 7:00 p.m.

2. **DECLARATIONS OF CONFLICT OF INTEREST**

Councillor D. Wells-Arsenault indicated a potential conflict of interest for items related to CAO contract etc.

3. **APPROVAL OF AGENDA**

Moved by Councillor D. Wells-Arsenault, and Seconded by Councillor J. MacAllar

That the agenda be approved as presented.

Motion Carried

4. **ADOPTION OF MINUTES**

October 6, 2022 - Regular Council Meeting

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

That the Minutes of the October 6, 2022, Regular Council Meeting of Council be approved as presented.

Motion Carried

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

5.1. Extension of TAJ rental agreement - January 31, 2022

The letter of agreement with TAJ Day Program for daily rental of the municipal hall has been signed and the agreement extended to January 31, 2022, with the same terms.

The terms of a more formalized commercial rental agreement will be established and negotiated with TAJ prior to January 31, 2022.

5.2. Purchase of Speed Radar Sign and Traffic Calming

CAO still working to discuss possible traffic calming measures, potential sources of funding for the purchase of a speed radar and requirements/considerations to adjust speed limits.

Concerns raised over the risk of the sign being damaged by the snow plow through the winter. As the municipality will be purchasing the sign, a schedule will be established to move the sign around the community, starting with areas that are known to be most problematic.

5.3. Hurricane Fiona - Damage and Cleanup

Following discussion with PEI Mutual, it was decided not to proceed with a claim related to the minimal damage to the hall and the trees that fell on and around the play structure.

The trees have been blocked, an invitation for volunteers will be posted to help move the debris to the road to be collected.

6. CORRESPONDENCE

6.1. APM Communities 13 Inc

Received a reminder that our annual capital contribution has not yet been received.

Will also need to identify a representative from Council or the community to sit on the board once the new Council is in place

7. REPORTS FROM COMMITTEES

7.1. Capital Projects/Building & Grounds improvements

CAO shared eligibility criteria and available funding through the Community Revitalization Program. Rural and Regional Development offered to come and give a short presentation to Council in the new year. Target submission of a funding application early in the new year, prior to April 1, 2023.

7.2. CAO - Position and Contract

Job description is with CAO for review and a draft contract will be established based on the job description.

CAO Payment for hours worked

Moved by Councillor L. Turner

Seconded by Councillor J. MacAllar

Whereas: the hours required to be worked by the CAO in order to get caught in the administrative tasks of the municipality and to prepare for the annual audit greatly exceed the 20 hours per month intended;

Therefore, Be it Resolved: that the additional hours worked by the CAO be paid at a rate of \$20/hour until December 31, 2022 and retroactively from September 1, 2022.

Motion Carried (Councillor D. Wells-Arsenault did not participate in the discussion or the vote)

In order to gain an understanding of administrative workload under normal operations, CAO will continue to record and provide a summary of time spent categorized by type of task.

8. REPORT FROM CAO

8.1. Review of financial statement for October 2022

8.2. Planning and permits. No permits were granted for July through August 2022. CAO will discuss planning services and suggests that a presentation be given early in the term of the new Council.

9. NEW BUSINESS

9.1. Maintenance of building/property

A resident of the municipality is interested in contracting to do regular maintenance of the building and grounds. Will also inquire if there is a resident that would be interested to take on the cleaning of the building once the contract with JSB has ended.

Items pending repair or that need attention - permanent markings on chalk board, installation of motion detector solar light along walkway, pressure washing of the building, trim along bottom of the entrance door, new doors on the free library (potentially dual use as a notice board). Purchase and installation of additional shared storage unit.

9.2. Transition to new Council

A new schedule of meetings will need to be established once the new Council is in place. It has been tradition for Council not to hold a regular meeting in December and gather instead for a meal. Given the many items to be addressed, the meal will be at the hall at 6pm and the regular meeting of Council at 7pm.

9.3. Hot Chocolate Trail - Deep Roots

Contribution - CCTP Hot Chocolate Trail

Moved by Councillor D. Wells-Arsenault

Seconded by Councillor N. Wheatley

Whereas: Deep Roots Distillery reached out to see if the Municipality would like to partner with them to participate in the Central Coastal Tourism Partnership, Hot Chocolate Trail;

Therefore, Be it Resolved: that the Rural Municipality of Warren Grove partner with Deep Roots Distillery through a financial contribution of \$100 for the purchase of cookies/snacks and advertising through social media.

Motion Carried

Suggested that we recommend the day of the Hot Chocolate Trail be on November 19th to coincide with the Craft Fair at the Hall. In the future, groups or individuals will be invited to Council meetings in order to present and discuss their idea or request.

9.4. Canada Day Funding

Application - Canada Day Funding

Moved by Councillor L. Turner

Seconded by Councillor J. MacAllar

Whereas: the Rural Municipality of Warren Grove held its first municipal Canada Day celebration in a very long time, and it was very well received by residents;

Therefore, Be it Resolved: that the Rural Municipality of Warren Grove submit an application for federal funding for its Canada Day Celebration in 2023 prior to the November 21 deadline.

Motion Carried

9.5. Compensation for Returning Officer

Gift Certificate for David Sanderson

Moved by Councillor N. Wheatley

Seconded by Councillor D. Wells-Arsenault

Whereas: David Sanderson acted as Returning Officer for this past election and the previous municipal by-election, without compensation;

Therefore, Be it Resolved: that the Rural Municipality of Warren Grove gift David Sanderson a \$100 gift card to The Lone Oak.

Motion Carried

ADJOURNMENT

There being no further business, the meeting adjourned at 9:10 p.m.

Signed Diane Crozier, Mayor

Dated

Signed Michel Arsenault, CAO

Dated