

***Regular Council Meeting***  
***Rural Municipality of Warren Grove***  
***Monday, September 11, 2023 at 7:00 p.m***

**PRESENT:** Mayor Laurie Turner  
Shelley Harvey  
David Maloney  
Coady Tawil  
John MacAllar  
Noemie Wheatley  
Michel Arsenault, CAO

One member of the public was present.

**REGRETS:** Destiny Wells-Arsenault

**1. CALL TO ORDER:**

Mayor Turner welcomed all present and called the meeting to order at 7:05 p.m.

**2. DECLARATIONS OF CONFLICT OF INTEREST**

None declared for this meeting of Council.

**3. APPROVAL OF AGENDA**

**Moved by Councillor N. Wheatley and Seconded by Councillor J. MacAllar**

That the agenda be approved as presented.

**Motion Carried**

**4. ADOPTION OF MINUTES**

**June 12, 2023 - Regular Council Meeting**

**Moved by Councillor N. Wheatley and Seconded by Councillor D. Maloney**

That the Minutes of the May 8, 2023 Regular Council Meeting be adopted as presented.

**Motion Carried**

**5. PRESENTATION AND DISCUSSION**

**5.1. Council Training - Making Decisions and Resolutions**

CAO gave brief training using the October 2022 PEI Local Government Resource Handbook. Brief discussion followed. CAO suggested that going forward, along with agenda items for Council meetings draft motions could also be submitted. This could make meetings more efficient and give Councillors a better idea of the issue to be discussed, rather than just the agenda item topic.

**6. BUSINESS ARISING FROM THE MINUTES**

**6.1. Updates/Reports**

**6.1.1. Flea Market at the Hall**

Flea Market resulted in a donation totalling \$43.10 and an additional \$10 still to be deposited into the Municipal bank account. Going forward, suggest that the Flea Market be held on a different day than the community yard sale. Possibly in the Winter or Fall.

### **6.1.2.Spring Newsletter & Christmas Event**

Sending out the newsletter by direct mail worked well and Council agreed to continue with this approach going forward. Next newsletter will be in November, targeting the end of October or first week of November for send out. Will also send out the leaky toilet pamphlets at the same time. To be included in the newsletter: Christmas Activity at the Hall on Saturday December 2, notice of internet at the hall, craft fair at the hall Saturday November 18 10am-4pm.

Council also decided not to hold the annual decorating contest this year as it is usually the same houses that win. Discussion around a caroling or sing along activity.

### **6.1.3.Internet at the Hall**

The internet is now set up and available at the Hall. There are two networks set up. One will be for public use and the other for renters. The password will be posted at the Hall, posted on Facebook and the website, included in the newsletter, shared with Rosemary for those renting the Hall and added to the information package at the Miltonvale Park Municipal Office. The router will be purchased in the Fall and installed which will ensure easy access and limited liability around internet access at the Hall.

The package with Bell also includes a copper wire phone line, however it has not yet been installed. They need to run the wire under the Mill Rd and bury it up to the building. With the projects on the grounds still to be confirmed and potential waterproofing of the Hall basement, the phone line will be installed at a later date.

### **6.1.4.Canada Day**

The Canada Day event was successful with 53 people in attendance. Mayor Turner indicated that we could use some more volunteers for next year in order to allow for more interaction with residents.

#### **Application - Canada Day Funding**

**Moved by Councillor N. Wheatley**

**Seconded by Councillor C. Tawil**

**Whereas:** the Rural Municipality of Warren Grove held a successful Canada Day that was very well received by residents, and desires to continue the tradition next year;

**Therefore, Be it Resolved:** that the Rural Municipality of Warren Grove submit an application for federal funding for its Canada Day Celebration in 2024.

**Motion Carried**

#### **Purchase of BBQ for the Hall**

**Moved by Councillor N. Wheatley**

**Seconded by Councillor D. Maloney**

**Whereas:** the Rural Municipality of Warren Grove makes use of a BBQ for annual events;

**And, Whereas:** renters of the Municipal could also make use of a BBQ;

**Therefore, Be it Resolved:** that the Rural Municipality of Warren Grove purchase a BBQ and cover up to a maximum amount of \$500 to be taken from the Parks & Recreation - Equipment/Assets budget.

**Motion Carried**

### **6.1.5. Tree Clearing**

CAO informed Council that the tree clearing has mostly been completed. Some of the cost can be covered by the PEI Disaster Financial Assistance Program following Fiona.

Mayor Turner indicated that she has been in contact with the Cornwall and Area Watershed Group.

### **6.2. Community Revitalization Program Funding**

With the new process for approval of funding applications, CAO indicated that we are still waiting on a decision for funding. Given the delay, there will likely be some flexibility afforded around the completion of projects prior to the end of fiscal year, March 31, 2024. The speed radar was not eligible for funding and the generator installation was removed from the application given the recently announced funding through the PEI Reception Centre Resiliency Program.

### **6.3. EMO**

The PEI Reception Centre Resiliency Program stipulates requirements that Council feels are excessive and possibly beyond the capacity of the Municipality. CAO will follow up to clarify how strict the requirements are. A discussion was held around an alternative to having a recognized reception centre at the Hall (ie. installing a generator pending funding, having the ability to have the Hall opened on an as needed basis, getting a generator from the NRPD and lending it out to those who might need it).

The Municipality's current emergency plan is in need of updating and will be reviewed by Councillor N. Wheatley.

### **6.4. Christmas Lights**

Mayor Turner presented options for purchase of a metal Christmas tree. An 8 foot tree was selected which is within the \$400 maximum amount previously approved by Council for the purchase.

### **6.5. CAO Performance Evaluation**

CAO indicated that it has been a year since he took the role of CAO of the Rural Municipality of Warren Grove. The intent of the motion passed in September 2022 was that he fill the position temporarily until such time as a CAO work description is developed and the position filled. Given a year has passed it is time for a performance evaluation for both the benefit of Council and the CAO.

CAO will share information on the Performance Evaluation process, example CAO job descriptions and example CAO contracts with Council.

## **7. REPORTS FROM COMMITTEES**

No report from the Hall Grounds Planning Committee. CAO informed Council that the Right of Entry and Access Agreement was signed for the cemetery with Mr. Aiken.

## **8. INTRODUCTION OF NEW BUSINESS**

### **8.1. Information - Deputy Mayor**

Mayor Turner indicated that she has appointed Councillor D. Maloney as new Deputy Mayor.

**8.2. Cleaning of the Hall**

Mayor Turner has been cleaning the Hall a couple of times a month. Suggested that we either post an ad to hire someone again or share clearing responsibilities. Council will create a cleaning checklist and set up a schedule to clean the Hall in pairs going forward. Mayor Turner will take on the task of purchasing cleaning supplies and consumables.

**8.3. Change of date - October regular meeting**

Mayor Turner requested that the date of the October Council meeting be changed as she will be out of the country. Tentatively rescheduled to October 5th, 7PM pending confirmation of CAO's schedule.

**ADJOURNMENT**

There being no further business, the Regular Meeting of Council adjourned at 9:05PM  
Next Regular Meeting of Council - October 5, 7PM

**CLOSED MEETING**

Mayor Turner invoked MGA Section 119 (D) - Human resource matters, including labour relations or employee negotiations - to hold a closed meeting. The member of the public was asked to leave. Closed Meeting of Council adjourned at 9:25PM

Signed Laurie Turner, Mayor

Dated

Signed Michel Arsenault, CAO

Dated