

The Rural Municipality of Malpeque Bay

May 18, 2022

Regular Council Meeting – 7:00pm

Malpeque Hall, Malpeque

Present: Mayor Paul Brown, Deputy Mayor Herb Clark, Councillors Ashley, Crosby, and Duplain, and McKinnon

Regrets: Councillors Andrews

Residents: Anne Cousins, President Malpeque WI, Marlene Clark, Donna Cobb, Karyn Noble, Phyllis Wall, Marion Wilderom, Joyce Bryenton and Doreen MacKay

CAO: Joanne McCarvill

1. **Call to order**

The meeting was called to order by Mayor Brown at 7:00 pm.

Mayor Brown welcomed the WI members to the meeting and provided them with some background regarding the municipal requirement for a municipal EMO Plan. He identified that Council has discussed the use of the Kensington Warming Centre with Town Officials. It was decided that Council should also reach out to the Malpeque WI to gauge their interest in allowing Council to access the Malpeque Hall for Council meetings, emergency measures and other programs.

A Draft Facilities Agreement had been sent to Council and to members of the WI for review prior to the meeting.

Karyn Noble was elected as the spokesperson for the group, and she began by reviewing items that were of concern or required further explanation. A discussion was held with both parties identifying their interpretation of the agreement.

It was noted that Council did not expect the WI to incur any additional expenses should it decide to pursue an agreement with the municipality.

CAO McCarvill will take all relevant identified additions/deletions and prepare a second draft for review. This draft will be sent via email. Any items which either party wishes to modify will be sent in writing to the CAO prior to the next meeting. It is hoped that by then an informed and well thought out document will be available that both parties would be prepared to sign.

Mayor Brown thanked the WI for attending the meeting and for their insightful suggested changes.

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2. **Agenda**

Motion 2022:91 *It was moved by Councillor Crosby and seconded by Councillor Duplain that the agenda be approved as circulated. **Motion Carried***

3. **Disclosure of Conflict of Interest**

4. **Approval of Minutes**

Motion 2022:92 *It was moved by Deputy Mayor Clark and seconded by Councillor McKinnon to accept the minutes of the March 9, 2022, meeting as circulated. **Motion Carried***

5. **Business arising from minutes**

Draft Facilities Agreement

Will be modified and presented to Council members and the WI via email.

Kensington – use of Council Chambers and warming centre

CAO McCarvill was directed to write a thank you letter to the Town of Kensington for the use of Council Chambers during the pandemic and their willingness to provide the municipality with an EMO warming centre solution. The letter will identify that the municipality is negotiating an agreement with members of the Malpeque Hall to provide space for a municipal EMO service and for meeting space.

Audited Financial Statements

Motion 2022:93 *It was moved by Councillor Ashley and seconded by Councillor McKinnon to accept the audited financial statements for the fiscal year ended March 31, 2022, as presented. **Motion Carried***

6. **Committee updates**

EMO

Councillor Ashley identified that she and Councillor Crosby along with Stacey Bernard and Larry Burke attended an EMO training operation recently held at the Kensington Fire Hall. It was identified as a very informative session. Other municipalities attended the three-hour session. Each group will be provided with a report on their municipality's readiness including suggestions for municipal preparedness.

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Bike Repair Stations

Councillor Crosby identified that the two units had been delivered to Mayor Brown’s facility in Breadalbane. He has met with Trevor Paynter from the Department of Transportation and Infrastructure, Highways Division and has secured approval for the placement of the bike repair stations; one in Malpeque and one in Sea View. As a courtesy Councillor Crosby sent pictures of the locations to members of both communities. Concrete pads will be installed to which the bicycle repair stations will be affixed. It was identified that they will require a covering for the winter months.

Municipal Signs

Deputy Clark will engage Jansen Clark and Myles Adams to assist him in installing the four municipal signs in the next few weeks.

Website

It was noted that Councillor Duplain has spent considerable time in creating an updated website for council’s consideration. Beth Smith has also spent significant hours updating and enhancing our current website. Beth identified that she was prepared to retire so that the municipality could look at other options. She suggested looking at wix.com. Councillor Duplain did this and is in the process of transferring files to the site from the municipal website. It is almost ready to go live, and she plans to meet with Beth before finalizing the site. The site will be mobile friendly.

Motion 2022:94 *Moved by Councillor Crosby, seconded by Councillor McKinnon to accept the wix platform for a new municipal website as soon as it is ready to go live. **Motion Carried***

7. Project update

It was noted that the Indian River Festival had changed their name to “Under the Spires” and that the geothermal project was progressing well and should be completed early this summer.

8. Election update

Motion 2022:90 Moved by Councillor McKinnon, seconded by Councillor Crosby

***WHEREAS** the Municipal Elections are scheduled to take place on Monday, November, November 7, 2022;*

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AND WHEREAS the Rural Municipality of Malpeque Bay Council are required under the Municipal Government Act to appoint a Municipal Election officer (MEO) and Deputy Election Officer (DMEO) on or before Monday, May 9, 2022;

BE IT RESOLVED that Council for the Rural Municipality of Malpeque Bay appoint CAO Joanne McCarvill as the MEO for the 2022 Municipal Election;

BE IT FURTHER RESOLVED that Council for the Rural Municipality of Malpeque Bay appoint Shawn McCarvill as the Deputy Municipal Election Officer (DMEO) for the 2022 Municipal Election; AND that the Municipality enter into an Agreement with Elections PEI to obtain a list of electors. **Motion carried**

9. Expenses

It was noted that KISH would be graduating four (4) students from the municipality. They are Avery Hattie, Jill Lockerby, Samuel Morrison, and Kyle White. Ecole sur Mer has a graduating student from the municipality. His name is Zachary Michaud.

Membership fees will be paid to the Kensington North Watershed, Malpeque Historical Society, Keir Memorial Museum, Federation of PEI Municipalities. Quarterly cheques to the Town of Kensington for the Fire Dues for 2022-2023 will be paid to them.

A discussion was held regarding the possible provision of a Recreation/Wellness Grant for each district within the municipality. Council was asked to consider the criteria for the grant and to send their thoughts to the CAO to then create a motion for Council's consideration.

10. Municipal Office

Motion 2022:96 Moved by Councillor Duplain, seconded by Councillor Crosby to designate that the municipal office be located at 26 Broadway Street, property owned by CAO McCarvill and her spouse. **Motion Carried**

Unanimous adjournment

Next scheduled Council meeting will be held on Wednesday, June 8, 2022. The meeting adjourned at 9:30 pm.

Paul Brown, Mayor
Rural Municipality of Malpeque Bay
Dated: May 18, 2022, at Kensington, PE

Joanne McCarvill, CAO
Rural Municipality of Malpeque Bay