

## **Rural Municipality of Crapaud**

Regular Council Meeting

Tuesday June 16, 2020

7:00 pm

Via video conference

### **MINUTES (DRAFT)**

Present: Mayor: Neila Auld  
Deputy Mayor: Donna Henley  
Councillors: Bill Chester, Stan Baker, Evan Auld  
Vacancies (2)

Also: Staff: Barbara Weeks (CAO)  
Erin Pollard-Feehan (Administration Assistant)

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#### **1. Call to order at 7:00 PM**

#### **2. Introduction of Guests/Presentations**

2.1. Elmer MacDonald – Gave an update on the Health and Wellness Centre and the services they currently provide. They are looking to recruit a physician and are working on that.

- Mayor Auld notes that she and CAO met with the Minister of Fisheries and Communities, Jamie Fox. Discussed government commitment on providing additional support for healthcare.

#### **3. Approval of Agenda for Tuesday June 16, 2020**

It was so moved by Councillor Henley and seconded by Councillor Chester to approve the agenda for June 16, 2020. Motion carried unanimously.

#### **4. Disclosure of Conflict of Interest: None declared.**

#### **5. Approval of Minutes from Tuesday, May 19, 2020**

It was so moved by Councillor Henley and seconded by Councillor Evan Auld to approve the minutes as printed. Motion carried unanimously.

#### **6. Business Arising from Previous Minutes** Councillor Henley reads Council's decision regarding honorarium commission's review (attached).

#### **7. Mayor's Report** – Neila presented her report (see attached). Summarizes meeting with Minister Jamie Fox: Took items from previous report. Discussed affordable housing project, Minister Fox is going to work on the uncertainty regarding garages and how the affordable housing grant is affected. Discussed physician recruitment. Discussed amalgamation interest from another community. As part of the length process, this will be taken to a public meeting to see if residents would be interested in the amalgamation. Discussed reducing speed limits

in Sherwood Forest, Route 13 within village limits, and Old Post Road. Minister Fox will support Council's request for speed limit changes. Fox assures approval of right turning lane into Sherwood Forest, and also supports left turning lane into the medical centre. Discussed the idea of a South Shore tourism center in the professional centre; Minister Fox supports the endeavor if in conjunction with Victoria and Tryon. Minister Fox also supports Council's initiative regarding improvement/enhancement of the walking trail. Introduces new summer students. Acknowledges CAO's hard work and suggests increasing hours per week:

- **MOTION 2020-086 It was so moved by Councillor Chester and seconded by Councillor Henley to approve increase in CAO's hours (retroactive to June 1<sup>st</sup>) from 20 hours per week to 30 hours per week. Motion Carried Unanimously.**

## **8. New Business**

8.1. CAO mentions that byelection can be held following pandemic guidelines. Proposes it to be held on August 10<sup>th</sup>, 2020.

- **MOTION 2020-087 It was so moved by Councillor Henley and seconded by Councillor Chester that the council adopt August 10<sup>th</sup> as byelection date to fill two council positions and assign MEO to Barb Weeks. Motion Carried Unanimously.**

## **9. CAO Report – CAO Barbara Weeks presented her report (attached).**

9.1. Total expenditures for May 2020 totaled \$14,969.79 and revenue of \$37,036.73.

9.2. Hired student for Administration Assistance in the office and two students to help Ivan in Parks and Rec

9.3. In regards to opening the playgrounds, Councillor Henley notes that if the playgrounds are open it is up to the children's parents to use to their discretion as the equipment will not be sanitized by the community.

9.4. Bursary: no applicants from the village, however two applicants are from the Crapaud fire district.

- **MOTION 2020-088 It was so moved by Councillor Chester and Seconded by Councillor Evan Auld to accept the two applicants for the bursary as described above. Motion Carried Unanimously.**

9.5. Library open for curbside pickup.

9.6. Quote received for hot water heating system expansion tank replacement in the professional building:

- **Motion 2020-089 It was so moved by Councillor Henley moved seconded by Councillor Chester to accept the quote of \$957.00 from First Mechanical to replace the hot water heating system expansion. Motion Carried Unanimously.**

9.7. In regards to the Old Mill Road Bridge Project, Councillor Chester wants bridge changes to accommodate 4 wheeler traffic for safety reasons. Councillor Henley suggests a single post barrier will allow 4 wheelers to cross but still stops cars. SSWA & Dept of Roads/Transport will not advertise Old Mill Rd is for 4x4 use.

9.8. CAO received quotes on using payroll to pay staff; this will help save time. ScotiaBank will waive set-up fee and offer two months free. Payroll will cost approximately \$840 per year:

- **MOTION 2020-090: It was so moved by Councillor Chester and seconded by Councillor Henley to use Scotiabank for Payroll services. Motion Carried unanimously.**

**It was so moved by Councillor Henley and seconded by Councillor Chester to accept the CAO's report for June 16<sup>th</sup>, 2020. Motion Carried Unanimously.**

## **10. Committee Restructuring & Reports**

10.1. Fire Commissioner – Mayor Neila Auld reports discussion with Victoria council regarding fire services. No major discussion as Fire Dept has not been meeting during Covid-19 pandemic. Hoping to have a follow up in the next meeting.

10.2. EMO – Councillor Donna Henley reports Fire Chief was not able to meet but will interact casually. Directing her attention to other items. Needs copy of Villa's emergency plan but will wait because they are busy with Covid-19. Needs to confirm contact list and update resource inventory. Main focus is to get the Hall ready for storm season. MOU agreements needed. CAO has quotes for generators (\$20,000 for propane generator.) but hopes to have a proposal by August.

10.3. Land, Parks & Property (VACANT) – Interim Councillor Bill Chester says he and CAO met with two finalists for plan, Upland and Stantec. He and CAO recommends Council work with Stantec.

- **MOTION 2020-91 It was so moved by Councillor Chester and seconded by Councillor Evan Auld to sign the contract with Stantec to conduct the Land Use Plan. Motion Carried Unanimously.**

10.4. Finance – Councillor Bill Chester had nothing to report.

10.5. Buildings (VACANT) – Interim Barbara Weeks reports Covid-19 operational plan in place for small events at the Hall. Had requests for Hall bookings, but nothing has been booked. Councillor Henley asks about quotes for roof repair at professional center. CAO has quote for hall but repairs not needed at professional center. CAO said moisture problem is priority for right now.

10.6. Public Works/Water & Sewer – Councillor Stan Baker reports that the drain from the TCH at bottom of hill does not show much improvement after repairs completed by Province. Road is still a catch all – drain will not take away water.

- Public asks for update for sewer account receivables. No concrete plan for past due payment. Councillor Henley reminds that it is hard to look for overdue payment when accounting for pandemic delays. Mayor mentions council is “not in the business of putting others out of business”.

10.7. Marketing and Community – Councillor Evan Auld discusses his report (see attached).  
Looking for funding for planter boxes placed by the hall.

- **MOTION 2020-092: It was so moved by Councillor Henley and seconded by Councillor Chester purchase supplies to build planter boxes at no more than \$500. Motion Carried Unanimously.**

Notes that the province had program to match towards trail project. Also, there will be a committee meeting regarding murals. Currently planning Canada Day drive-thru pancake breakfast.

**11. Correspondence** – Email Correspondence forwarded to Council during the month

**12. Date of Next Regular Council Meeting** – Tuesday August 18, 2020, 7pm (location TBA)

12.1. No meeting in July unless issues arise.

**13. In Camera Discussions if needed**

**14. Adjournment:** It was so moved by Councillor Henley and seconded by Councillor Chester to adjourn the meeting at 8:40PM.