

**RURAL MUNICIPALITY OF MURRAY HARBOUR**  
**MINUTES of REGULAR COUNCIL MEETING**  
**October 2, 2019**

Attending: Mayor Paul White (Chair), Deputy Mayor Glen White, Sandra Gordon, Marlene MacNeill, Margaret VanIlderstine, Carol White

Staff: Christine Jackson (CAO)

**1. Call to Order**

Mayor White called the meeting to order at 7 pm.

**2. Declaration of Conflict of Interest**

No conflicts were declared.

**3. Approval of Agenda**

Moved by Cllr Gordon and seconded by Cllr MacNeill  
**that the agenda for the October 2, 2019 Council Meeting be approved as submitted.** *Motion carried.*

**4. Approval of Minutes**

Moved by Deputy Mayor White and seconded by Cllr White  
**that Council hereby approve the minutes of the September 4, 2019 Regular Council Meeting as submitted.** *Motion Carried.*

Moved by Cllr Gordon and seconded by Cllr VanIlderstine  
**that Council hereby approve the minutes of the September 19, 2019 Special Council Meeting as submitted.** *Motion Carried.*

**5. Business Arising from the Earlier Meetings**

None. Outstanding action items will be addressed in Committee and CAO reports.

**6. Delegations**

None.

**7. Correspondence**

City of Summerside

Council agreed to permit the City of Summerside to include our letter (August 21, 2019) of response regarding the campaign to reduce or eliminate the Confederation Bridge toll in an information package to Premier King and Senator Percy Downe.

#### PEI Federation of Municipalities

Council was advised about the upcoming semi-annual meeting of the PEIFM; if anyone is interested in attending, they were asked to let Christine know so she could RSVP.

#### Fisheries and Communities – Disaster Assistance Program

Regarding the Department's letter of notification of the program to assist municipalities with uninsured costs related to post-tropical storm Dorian, Christine will determine costs for food, generator diesel, and any other expenses incurred to operate the Reception Centre and maintain essential services during the power outage. The EMO Committee will discuss response protocols at an upcoming committee meeting.

### **8. CAO Report**

#### Administrative Report

- The coordinator for Maritime Electric's Trees for Life Program has provided additional information on program criteria that will help to strengthen future applications. Specifically, applications must include information on the acreage to be planted, why the community needs the planting, safety benefits, and environmental benefits.
- Regarding the agreement for enforcement/administration of the *Building Code Act*, the Planning Committee reviewed the agreement and submitted a signed copy to the Department of Agriculture.
- Christine has contacted Alan Aitken regarding the process to designate Highfield St. a public road; a response is pending.
- There has been no response to several messages to the Fire Inspector (Robert Arsenault) regarding requirements for the Community Centre Fire Certificate; Christine will contact his office again, but we will begin addressing those issues that Mayor White and Deputy Mayor White can recall from the meeting with Mr. Arsenault.
- After receiving our repayment agreement, the PEI Infrastructure Secretariat (Gas Tax Office) has released \$150,000 in 2019/20 gas tax funds to the Village; Christine has contacted Tara Wheeler regarding interest calculations on dollars owing back to the Gas Tax Fund; a five-year Capital Infrastructure Plan for gas tax fund was submitted on Sept 30.

#### Financial Report

Christine reviewed the year-to-date budget noting significantly higher donation income and that we can expect approximately \$8000 in GST rebates for the July 2018 to September 2019 period. For expenses, it was reported that the Village is about three months behind in transfers of fire dues to the Fire Department; it is assumed that payments were not kept up because of cash flow issues. This is expected to improve now that the groundskeeper and summer student are no longer on the payroll. It was also noted that an upcoming by-election (for a councillor seat) will add an additional \$1000 to \$1200 in unbudgeted costs. To help recover unbudgeted costs, it was suggested that reducing budgets in areas such as Advertising and Promotion, Beautification, Parks and Recreation, and other non-essential items may allow us to save up to \$4200. It is recommended that the Finance/Infrastructure and Special Events Committees work on plans to make up the shortfall.



Moved by Cllr Gordon and seconded by Cllr MacNeill  
**that the CAO's Financial Report (to September 30, 2019) be received as information.** *Motion Carried.*

## 9. Reports of Committee

### Parks and Recreation

Cllr White reported that:

- By past resolution of Council, the Friendly Circle was granted sole use of the closet in the small room of the Community Centre, but they are willing to share it with the Farmers Market. It is suggested that the space be limited to these two groups minimize security risk.
- It was suggested that installing a heat pump in the basement may improve air quality; this might be a future gas tax project if eligible.
- ~~Cllr White~~ <sup>Council</sup> does not feel that the Fishers Monument design from Powers Monuments is appropriate for this project; ~~she~~ <sup>Cllr White</sup> will explore new designs/costs. Christine will confirm that there is no signed contract with Powers for this project.
- An application to Veterans Affairs will be submitted to cover the costs of modifications to the Veterans Cenotaph (moving names from the back of the monument).
- Cllr White would like to establish a Welcome Wagon to welcome new residents to the area.
- Cllr White would like to hold a 'Summer Festival' event during the first week of July that features a musician(s) such as Eddy Quinn or others that would draw a crowd.

### Planning

Deputy Mayor White reported that the Committee will be seeking out a new consultant to help guide the Committee through the zoning and development by-law and implementation process.

### Sewage Utility

Cllr Gordon reported that the next meeting of the Sewage Utility Board will be held on October 16.

### EMO

Cllr MacNeill reported that the Committee has several new members but can use more volunteers that can be called upon during emergency events. The new members will be participating in basic emergency training; Cllr MacNeill is also exploring opportunities for additional Emergency Operations Centre training. Regarding the indemnification clause to be included in the MOU with back-up locations during emergency events, it has been suggested that we use our free 30 minutes legal session with Cox and Palmer (part of our PEIFM membership) to finalize appropriate wording. Christine will confirm that this time is still available (i.e., has not been used already). Murray River will schedule a date to discuss resource-sharing between the two villages during emergency events. They will also be invited to attend any training that is being offered in the Village.

### Beautification and Special Events

Cllr Vanlasterstine reported that tickets are being sold for a fundraiser take-out dinner on October 12 and that a movie and pizza Christmas party is being organized for December. Cllr Vanlasterstine will also contact Joan Young to delete old village accounts on Facebook; she will start a new account.

## **10. New Business**

### Community Centre Access and Security

There is concern that security codes are being too widely shared. In future, codes will be regularly changed; to improve accountability, individuals who are provided with codes will be asked to 'sign' for them.

### Criminal Records Check

Christine will determine if there is any requirement for councillors to submit a criminal records check.

### Location for Friendly Circle Benches

The Friendly Circle has donated two benches to the Village in memory of two past residents. Council agreed that they will be placed on the front lawn of the Community Centre.

### Councillor Resignation and By-Election

Effective September 13, Debbie Shea has resigned from Council. A by-election for her seat must be held within six months (by March 13, 2020). It was suggested that it be held in February 2020; a date, as well as the appointment of a Municipal Electoral Officer (MEO) and Deputy MEO, will be addressed at the November meeting of Council.

### Community Newsletter

With the resignation of Debbie Shea (who chaired the Communication Committee), Faye White and Carol White will oversee the newsletter in the interim. The next newsletter is expected to go out at the end of November. The Friendly Circle has agreed to pay for postage costs for that issue.

### Meeting with Darlene Compton

Mayor White will appoint a committee to meet with Darlene Compton in the next few weeks to discuss the needs of the Village. Councillors are asked to forward any questions or issues they would like discussed to Christine. She will contact Minister Compton's office to schedule an appointment.

### Long-term Community Centre Rental

For information, Christine reported that a request has been submitted from the Great Enlightenment Buddhist Institute Society to rent the kitchen daily from March 15 to April 15, 2020. Full details are not available at this time, but this should be kept in mind for planning other events during that period. More information will be provided as it becomes available.

### Other Issues

Deputy Mayor White noted several other issues, including:

- The small shed (in the parking lot) requires a lock on the door
- The Department of Transportation, Infrastructure and Energy should be approached regarding repairs to curbs that were damaged by TIE work (e.g., snow plowing)


**11. Adjournment**

Moved by Cllr Gordon to adjourn at 9 pm.

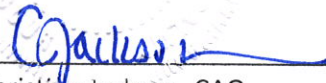
The next regular meeting of Council will be on November 6, 2019 at 7 pm.

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Signed:

A handwritten signature in black ink, appearing to read "Paul White", written over a horizontal line.

Mayor Paul White

A handwritten signature in blue ink, appearing to read "Christine Jackson", written over a horizontal line.

Christine Jackson, CAO