

Rural Municipality of West River  
Regular Meeting of Council  
Thursday, January 14, 2021 at 7:00 PM

Mayor: Helen Smith-MacPhail

Present: Deputy Mayor Bob Clow  
Councillor John Yeo  
Councillor Chad Stretch  
Councillor Pam Baglole  
Councillor Aaron MacEachern  
Kevin McCarville – Chief Administrative Officer

Councillor Sabrina Loughran  
Councillor Stephen Gould  
Councillor Lori Ashley  
Councillor Shaun MacArthur

**CALL TO ORDER**

Mayor Helen Smith-MacPhail called the meeting to order at 7:00pm

**APPROVAL OF THE AGENDA**

It was moved by Councillor Stretch and seconded by Councillor MacArthur the agenda be approved as circulated. Motion carried.

**DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts noted.

**MINUTES**

It was moved by Deputy Mayor Clow and seconded by Councillor Slauenwhite that the minutes of December 10, 2020 be approved.  
Motion carried.

**BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

**MAYOR'S REPORT**

The Mayor advised she had visited the new trails at Mutter Park with Ruth DeLong, noting that additional work will be required. She also, along with two residents, judged a Christmas light contest. She noted there were numerous conversations and visits to the office with the Interim CAO. She acknowledged the efforts of the Interim CAO over the past five months and was pleased to announce the Selection Committee was bringing forward a recommendation on a permanent CAO this evening.

**RESOLUTION #2021-01**

Moved by Councillor John Yeo  
WHEREAS

Seconded by Councillor Stephen Gould

The Rural Municipality of West River has been operating with an Interim Chief Administrative Officer in accordance with the Order creating the municipality, and

**WHEREAS**

The Selection Committee approved by Council has held a competitive hiring competition and has identified the successful candidate,

**BE IT RESOLVED**

The Council for the Rural Municipality of West River appoints Laala Jahanshahloo as its Chief Administrative Officer, effective January 19, 2021 subject to the signing of the attached employment contract.

**PROPERTIES COMMITTEE REPORT**

Chair Chad Stretch Informed Council there have been two meetings with Chris Jette, architect for the Afton Hall addition. It is anticipated discussions with the contractor, MacPhee's Builders, and the subsequent follow-up in securing the development and building permits will occur soon.

**FINANCE COMMITTEE REPORT**

Chair Stephen Gould noted the Committee met on January 6<sup>th</sup> and the report from the meeting was in the Council package. Councillor Gould requested all Committees have their budget requests submitted to his Committee in time for the Finance Committee meeting on February 4<sup>th</sup>. February 28<sup>th</sup> has been set as a tentative date for public input on the proposed 2021-2022 operating budget.

**RESOLUTION #2021-02**

**Moved by Councillor Stephen Gould**

**Seconded by Councillor Stephen Gould**

**WHEREAS**

The 5-month audits for the five pre-amalgamated municipalities have been received by Council and provided to the Minister, and

**WHEREAS**

The Minister has reviewed and approved the draft operating budget for the municipality for the period September 2020-March 31,2021 in accordance with the Order,

**BE IT RESOLVED**

The council for the Rural Municipality of West River approves the operating budget for the period of September 1, 2020-March 31, 2021 with revenues of \$ 540,368.00 and expenditures of \$ 538,325.00 for an operating surplus of \$ 2,043.00.

**RESOLUTION #2021-24**

**Moved by Councillor John Yeo**

**Seconded by Sabrina Loughran**

WHEREAS

It is customary for restructured municipalities in the Province to enter into funding agreements with the Provincial Government to clarify financial issues associated with the restructuring, and

WHEREAS

The council for the Rural Municipality of West River has been negotiating with the Province for several months,

BE IT RESOLVED

The council for the Rural Municipality of West River accepts \$ 216,124.50 Funding Agreement (attached) offered by the Province, and

BE IT FURTHER RESOLVED

The council for the Rural Municipality of West River authorizes the Mayor and Chief Administrative officer to executive the document on our behalf.

**PLANNING BOARD**

Chair Sharon Slauenwhite informed the meeting Planning Board will be scheduling their initial meeting soon and intends to discuss the draft Request for Proposals for the municipality's initial Official Plan and Development Bylaw.

She also noted the Province has approved the necessary amendments to the New Haven Riverdale Official Plan and Development Bylaw to allow for the development of parcel 1083278.

**RESOLUTION #2021-03**

**Moved by Councillor John Yeo      Seconded by Sharon Slauenwhite**

WHEREAS

Castle Cameron Holdings Inc. applied for a Building Permit on June 11, 2019 to erect a commercial building measuring 40 feet by 60 feet on a lot described as Lot 19-1 being a plan of subdivision of lands on a portion of PID No. 1083278, and

WHEREAS

The Council of the Rural Municipality of New Haven-Riverdale on August 31, 2020 gave approval to NHR Official Plan amendment 2020-1 and NHR Zoning Bylaw Amendment 2020-2 to redesignate and rezone the subject land as Commercial (C1) and the Minister of Agriculture and Land approved both of these documents on December 22, 2020,

BE IT RESOLVED

Council approves the Building Permit for the above noted lands subject to the following conditions:

1. Permission is granted to erect a commercial building measuring 40 feet by 60 feet as per the application that was made for a lot described as Lot 19-1 being a plan of subdivision of lands on a portion of PID No. 1083278 as per the application.
2. That the property be developed in accordance with the Drainage Plan prepared by Derek A. French P.Eng., Derek A French Professional Services Inc. dated and printed on January 13, 2020.
3. The drainage plan was reviewed by Dale Thompson Environmental Assessment Officer, PEI Department of Environment, Water and Climate Change and he has no concerns as long as allowance is being made for proper drainage through the property and he is leaving the details to be dealt with through the expertise of Derek French. This was confirmed by email dated January 13, 2020.
4. EastTech Engineering Consultants Inc. having been retained as per the letter dated April 21, 2020 and signed by Chris MacPherson P.Eng. CESA to design the On-site Septic System to conduct an onsite septic system design for the construction of a new commercial building. That the system be built to the specifications by this firm.
5. That the following conditions with respect to the development of the lot be implemented:
  - a) A fence and/or barrier be erected or placed along the northern lot line to prevent vehicular traffic entering the lot from the Gass' General Store and gas bar to the satisfaction of the Department of Transportation.
  - b) A five-foot landscaped buffer be provided between the handicapped parking area in front of the building and the street boundary as per section 8.10 to the Zoning Bylaw. This landscaped buffer should go from the northern lot line and extending southerly along the frontage to the proposed access road as shown in the following Plate A. The landscape buffer should be a combination of trees, shrubs, flowers, grass, other horticultural elements, or other architectural elements, all of which are designed to enhance the visual amenity of a property and not permit the movement of vehicles through or across the landscaped buffer.

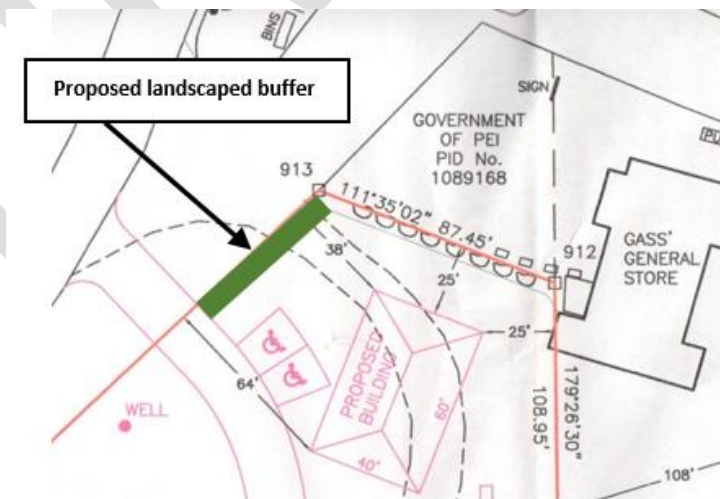


Plate A

- c) That the parking area be constructed to the specifications in section 6.4 of the Zoning Bylaw.
  - d) That, as indicated by Derek French P.Eng., in his letter of August 20, 2019, armour stone dissipation areas, straw bale check dams and silt fencing be installed to mitigate and prevent potential erosion issues and the site be designed to control storm water (surface water) runoff.
  - e) That all applicable governmental approvals be obtained, and inspections carried out to the satisfaction of the approving authorities.
6. That all conditions described in the letter by the Provincial Fire Marshall, Mr. Dave Rossiter on August 20,2019 be incorporated into the design of the commercial building.
  7. That the building meets all the requirements of the Zoning Bylaw with respect to section 8.5 and the parking and loading requirements as set out in sections 6.1 to 6.5.

**EMO COMMITTEE REPORT**

Chair Shaun MacArthur informed Council February 1<sup>st</sup> is the tentative date for his Committee’s first meeting. It is expected Tanya Mullally from the Provincial EMO office will be in attendance.

**RESOLUTIONS**

**RESOLUTION #2021-04**

**Moved by Councillor Sabrina Loughran      Seconded by Councillor Chad Stretch**

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

The Rural Municipality of West River Bylaw # 2021-02 was read and approved a first time on December 10, 2020,

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-02, the Code of Conduct Bylaw, be read and approved a second time.

**RESOLUTION #2021-05**

**Moved by Councillor Sabrina Loughran      Seconded by Councillor Chad Stretch**

WHEREAS

the Rural Municipality of West River Bylaw number # 2021-02, the Code of Conduct Bylaw, was read and approved a first time on December 10, 2020, and

WHEREAS

the Rural Municipality of West River Bylaw number # 2021-02, the Code of Conduct Bylaw, was read and approved a second time on January 14,2021

**BE IT RESOLVED**

That the Rural Municipality of West River Bylaw number # 2021-02, the Code of Conduct Bylaw, be adopted by Council.

**RESOLUTION #2021-06**

**Moved by Councillor Pam Baglole**

**Seconded by Deputy Bob Clow**

**WHEREAS**

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

**WHEREAS**

the Rural Municipality of West River Bylaw number # 2021-01, the Procedural Bylaw was read and approved a first time on December 10, 2020,

**BE IT RESOLVED**

That the Rural Municipality of West River Bylaw number # 2021-01, the Procedural Bylaw, be read and approved a second time.

**RESOLUTION #2021-07**

**Moved by Councillor Pam Baglole**

**Seconded by Deputy Bob Clow**

**WHEREAS**

The Rural Municipality of West River Bylaw number # 2021-01, the Procedural Bylaw, was read and approved a first time on December 10,2020, and

**WHEREAS**

The Rural Municipality of West River Bylaw number # 2021-01, the Procedural Bylaw, was read and approved a second time on January 14, 2021.

**BE IT RESOLVED**

That the Rural Municipality of West River Bylaw number # 2021-01, the Procedural Bylaw, be adopted by Council.

**RESOLUTION #2021-08**

**Moved by Councillor Lori Ashley**

**Seconded by Councillor John Yeo**

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

That the Rural Municipality of West River Bylaw number # 2021-03, the Conflict-of-Interest Bylaw, was read and approved a first time on December 10, 2020,

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-03, the Conflict-of-Interest Bylaw, be read and approved a second time.

**RESOLUTION #2021-09**

**Moved by Councillor Lori Ashley      Seconded by Councillor John Yeo**

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-03, the Conflict-of-Interest Bylaw, was read and approved a first time on December 10, 2020 and

WHEREAS

That the Rural Municipality of West River Bylaw number # 2021-03, the Conflict-of-Interest Bylaw, was read and approved a second time on January 14, 2021,

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-03, the Conflict-of-Interest Bylaw, be adopted by Council.

**RESOLUTION #2021-10**

**Moved by Councillor Sharon Slauenwhite      Seconded by Shaun MacArthur**

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

That the Rural Municipality of West River Bylaw number # 2021-04, the Records Retention Bylaw, was read and approved a first time on December 10, 2020,

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-04, the Records Retention Bylaw, be read and approved a second time.

**RESOLUTION #2021-11**

**Moved by Councillor Sharon Slauenwhite**

**Seconded by Shawn MacArthur**

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-04, the Records Retention Bylaw, was read and approved a first time on December 10,2020, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-04, the Records Retention Bylaw, was read and approved a second time on January 14,2021,

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-04, the Records Retention Bylaw, be adopted by Council.

**RESOLUTION #2021-12**

**Moved by Councillor Chad Stretch**

**Seconded by Deputy Stephen Gould**

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-05, the Access to Information and Protection of Personal Information Bylaw, was read and approved a first time on December 10, 2020.

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-05, the Access to Information and Protection of Personal Information Bylaw, be read and approved a second time.

**RESOLUTION #2021-13**

**Moved by Councillor Chad Stretch**

**Seconded by Deputy Stephen Gould**



WHEREAS

The Rural Municipality of West River Bylaw number # 2021-05, the Access to Information and Protection of Personal Information Bylaw, was read and approved a first time on December 10, 2020, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-05, the Access to Information and Protection of Personal Information Bylaw, be read and approved a second time on January 14, 2021.

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-05, the Access to Information and Protection of Personal Information Bylaw, be adopted by Council.

**RESOLUTION #2021-14**

**Moved by Councillor Pam Baglole**

**Seconded by Deputy Bob Clow**

WHEREAS

The Rural Municipality of West River is operating with the mandatory bylaws from the Rural Municipality of Bonshaw pursuant to Executive Council Order 2020-485, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-06, the Municipal Emergency Management Program Bylaw, was read and approved a first time on December 10, 2020.

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-06, the Municipal Emergency Management Program Bylaw, be read and approved a second time.

**RESOLUTION #2021-15**

**Moved by Councillor Pam Baglole**

**Seconded by Deputy Bob Clow**

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-06, the Municipal Emergency Management Program Bylaw was read and approved a first time on December 10, 2020, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-06, the Municipal Emergency Management Program Bylaw, was read and approved a second time on January 14, 2021.

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-06, the Municipal Emergency Management Program Bylaw be adopted by Council.

**RESOLUTION #2021-16**

**Moved by Councillor Sabrina Loughran**

**Seconded by Stephen Gould**

WHEREAS

The Rural Municipality of West River is operating with the discretionary bylaws from the pre-amalgamated Rural Municipalities pursuant to Executive Council Order 2020-485, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-10, the Grants Bylaw, was read and approved a first time December 10, 2020.

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-10, the Grants Bylaw, be read and approved a second time.

Moved by Councillor \_\_\_\_\_ Sabrina Loughran

Seconded by Councillor \_\_\_\_\_ Stephen Gould

**RESOLUTION #2021-17**

**Moved by Councillor Sabrina Loughran**

**Seconded by Stephen Gould**

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-10, the Grants Bylaw, was read and approved a first time on December 10, 2020 and

WHEREAS

That the Rural Municipality of West River Bylaw number # 2021-10, the Grants Bylaw, was read and approved a second time on January 14, 2021,

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-10 the Grants Bylaw, be adopted by Council.

**RESOLUTION #2021-18**

**Moved by Councillor Lori Ashley      Seconded by Deputy Chad Stretch**

WHEREAS

The Rural Municipality of West River is operating with the discretionary bylaws from the pre-amalgamated Rural Municipalities pursuant to Executive Council Order 2020-485, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-11, the Fees Bylaw, was read and approved a first time on December 10,2020

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-11, the Fees Bylaw, be read and approved a second time.

**RESOLUTION #2021-19**

**Moved by Councillor Lori Ashley      Seconded by Chad Stretch**

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-11, the Fees Bylaw, was read and approved a first time on December 10,2020, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-11 the Fees Bylaw, was read and approved a second time on January 14,2021,

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-11, the Fees Bylaw, be adopted by Council.

**RESOLUTION #2021-20**

**Moved by Councillor Shaun MacArthur**

**Seconded by Stephen Gould**

WHEREAS

The Rural Municipality of West River is operating with the discretionary bylaws from the pre-amalgamated Rural Municipalities pursuant to Executive Council Order 2020-485, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-13, the Reserves Bylaw, was read and approved a first time on December 10, 2020,

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-13, the Reserves Bylaw, be read and approved a second time.

**RESOLUTION #2021-21**

**Moved by Councillor Shaun MacArthur      Seconded by Stephen Gould**

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-13, the Reserves Bylaw, was read and approved a first time on December 10,2020, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-13, the Reserves Bylaw, was read and approved a second time on January 14, 2021,

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-13, the Reserves Bylaw be adopted by Council.

**RESOLUTION #2021-22**

**Moved by Councillor John Yeo      Seconded by Sharon Slauenwhite**

WHEREAS

The Rural Municipality of West River is operating with the discretionary bylaws from the pre-amalgamated Rural Municipalities pursuant to Executive Council Order 2020-485, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-14, the Tax Rate Group Bylaw, was read and approved a first time on December 10, 2020.

BE IT RESOLVED

That the Rural Municipality of West River Bylaw number # 2021-14, the Tax Rate Group Bylaw, be read and approved a second time.

Moved by Councillor \_\_\_\_\_ John Yeo

Seconded by Councillor \_\_\_\_\_ Sharon Slauenwhite

**RESOLUTION #2021-23**

**Moved by Councillor John Yeo      Seconded by Sharon Slauenwhite**

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-14, the Tax Rate Group Bylaw, was read and approved a first time on December 10,2020, and

WHEREAS

The Rural Municipality of West River Bylaw number # 2021-14, the Tax Rate Group Bylaw, was read and approved a second time on January 14, 2021,

**BE IT RESOLVED**

That the Rural Municipality of West River Bylaw number # 2021-14, the Tax Rate Group Bylaw, be adopted by Council.

**OTHER BUSINESS**

The meeting was advised the Three Phase power project is underway with an expected four-week time frame to complete. The CAO noted Bait Masters Inc, have contributed their agreed to share of the project costs (\$25,000). Councillor MacEachern noted concern with the possible placement of a hydro pole in the center of the small island just off Rte 19 by the Afton Hall.

It was noted we have received notice from Parks Canada on January 11, 2021 for Management Planning Consultations for Skmaqñ—Port-la-Joye—Fort Amherst NHS.

**ADJOURNMENT**

The meeting adjourned at 8:15 pm.

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HELEN SMITH-MACPHAIL  
MAYOR

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LAALA JAHANSHAHLOO  
CHIEF ADMINISTRATIVE OFFICER