

**Rural Municipality of Crapaud**  
Regular Council Meeting  
Tuesday June 15, 2021  
7:00 pm  
Crapaud Community Hall

**AGENDA**

1. **Call to order**
2. **Approval of Agenda for Tuesday, June 15, 2021**
3. **Disclosure of Conflict of Interest**
4. **Approval of Minutes from Tuesday, May 18, 2021**
5. **Mayor's Report (See Attached)**
6. **Business Arising from Previous Minutes**
7. **New Business**
  - 7.1. Reorganizing the Municipal Office
  - 7.2. Mayor's Laptop
  - 7.3. Moving Forward – Council Communication
  - 7.4. Solar Stop Signs
  - 7.5. Speed Bumps
  - 7.6. Hall Lock Box
  - 7.7. Hand Sanitizer mounted on the walls.
  - 7.8. Emergency Exit Ramp and Emergency Push Bars
8. **CAO Report (See Attached)**
9. **Committee Restructuring & Reports**
  - 9.1. Fire Commissioner – Mayor Neila Auld
  - 9.2. EMO – None
  - 9.3. Land, Parks & Property – Councilor David Morton
  - 9.4. Finance – Councillor Bill Chester
  - 9.5. Buildings – Councilor David Morton
  - 9.6. Public Works/Water & Sewer – None
  - 9.7. Marketing and Community – None
10. **Correspondence –**
11. **Date of Next Regular Council Meeting – August 17, 2021, 7:00pm**

## Rural Municipality of Crapaud

Regular Council Meeting

Tuesday, June 15, 2021

7:00pm

Crapaud Community Hall

### MINUTES

Present: Mayor: Neila Auld  
Deputy Mayor: Bill Chester  
Councillors: David Morton, Jo-Anne Harvey, Tom Patterson,  
Della Ferguson,  
Also: Staff: Nicole DesRoches, CAO, Tracy Guitard, Office Assistant

1. **Introduction** – Mayor Auld welcomed members of council and members of the public to the meeting.
2. **Call to order** – Mayor Auld called the meeting to order at 7:00pm.
3. **Approval of Agenda for Tuesday, June 15, 2021,**  
It was so moved by councillor Morton and seconded by councillor Patterson to approve the agenda for May 18, 2021. Motion carried unanimously.
4. **Disclosure of Conflict of Interest – None Declared**
5. **Approval of Minutes Tuesday, May 18, 2021**  
It was so moved by councillor Chester and seconded by councillor Ferguson to approve the minutes as printed. Motion carried unanimously.
6. **Business Arising from Previous Minutes – None**
7. **Mayor's Report** – Mayor Auld read her report (Attached)
  - 7.1. Mayor Auld announced resignation of Deputy Mayor Steven Carey.
  - 7.2. Mayor Auld announced the new Crapaud committee appointments.
    - 7.2.1. **MOTION 2021-152:** *It was so moved by councillor Chester to approve the new Crapaud committee appointments. Seconded by councillor Harvey. Motion carried unanimously.*
  - 7.3. Mayor Auld informed council that various Crapaud By-Laws are outdated and require updating.
  - 7.4. Mayor Auld discussed the Sherwood Forest public meeting that took place at Englewood School.
  - 7.5. Councillor Ferguson asked council if there is a lease agreement with Don Wills and Atlantic Handyman.
  - 7.6. Councillor Harvey asked council who council is currently dealing with for contractors.

- 7.7. Councillor Harvey clarified with council and residents that the Sherwood Forest public meeting was set up by council.
  - 7.8. Councillor Harvey informed council that she did not receive the Roles and Responsibilities handout at the meeting with Municipal Affairs. Councillor Morton stated that the information within the Roles and Responsibilities handout is the same information within the Crapaud Council Code of Conduct Bylaw.
  - 7.9. Councillor Patterson requested an update regarding a liquor licence at Harvey's General Store. Mayor Auld stated that the Crapaud council gave support to Harvey's General Store for the liquor licence application.
  - 7.10. Councillor Ferguson mentioned that the current complaints against a councillor also include Mayor Auld.
8. Mayor Auld leaves the council meeting and Deputy Mayor Chester takes over the council meeting.
  9. **Land, Park and Property – Councillor David Morton**
    - 9.1. Councillor Morton informed council of an update on the new bridge on Route 13. The bridge will have no barrier between pedestrians and vehicles, the sanitary modifications will begin immediately, and the park located beside the new bridge will be fixed and new plants and shrubs will be planted. Council discussed who owns the land the park is on, however at this time, council is unsure of the current owner.
    - 9.2. The South Shore Water Shed (SSWS) is interested in building an outdoor classroom and a garden in memory of Daryl Guignon. The insurance policy that the Community of Crapaud had does cover that property. Since the Community of Crapaud owns that land that will be used to construct the outdoor classroom and garden, the CAO will provide written consent to the SSWS for the use of the land. Councillor Patterson asked about the walkway that is washed away. This walkway will be repaired in the future.
      - 9.2.1. **MOTION 2021-153:** *It was so moved by councillor Morton that the Crapaud council support and approve use of the land for the South Shore Watershed to construct an outdoor classroom and garden. Seconded by councillor Patterson. Motion carried unanimously.*
      - 9.2.2. Councillor Morton discussed the dog park and informed council that the expense associated with the construction of a dog park is likely higher than originally expected.
      - 9.2.3. Councillor Morton informed council of the meeting with Sherwood Forest residents. Residents are requesting a covenant document be passed on future development within Sherwood Forest. Councillor Morton read the drafted covenant document to council.

At 7:45pm, Deputy Mayor Chester paused the council meeting and went outside the Crapaud Community Hall to talk to Mayor Auld.

Meeting called to order by Deputy Mayor Chester at 7:50

9.2.4. Deputy Mayor Chester informed council that a trailer is a trailer and is not a ready to move (RTM) home. A resident asked deputy mayor, Chester why he had not voiced his concerns the previous night at the Sherwood Forest public meeting, rather than voicing his concerns at the council meeting.

9.2.5. Deputy Mayor Chester stated that he believed duplexes could become popular. The Community of Crapaud has an agreement which states that no land can be sold until a covenant is passed. The covenant will be ratified but this covenant does not require urgency and will only include the new lots located in the back of Sherwood Forest. The Community of Crapaud is not selling any of these lots until research has been conducted and a cost analysis can determine the overall cost to develop all sixteen lots.

9.2.6. A Sherwood Forest resident asked council for a guarantee that his house will not be subject to this covenant. This will not apply to any Sherwood Forest properties that are not owned by the Community of Crapaud.

9.2.7. **MOTION 2021-154:** *It was so moved by councillor Morton to ratify the covenant drawn up for Sherwood Forest subdivision. This covenant document will be submitted to legal council for review then to the province. The covenant will not apply to properties that have already been sold and resident, Steven Carey is guaranteed that the covenant will not affect his property in any way. Seconded by councillor Harvey. Motion carried unanimously.*

9.2.8. The current playground in Sherwood Forest is very limited with the play equipment and does require upgrades.

9.2.9. **MOTION 2021-155:** *It was so moved by councillor Morton for council to purchase new play equipment for the Sherwood Forest Playground. CAO will provide council with quotes and investigate available budget funds before any equipment is purchased. Seconded by councillor Ferguson. Motion carried unanimously.*

**10. Fire Commission –Deputy Mayor Bill Chester**

10.1. Deputy Mayor Chester stated that the Crapaud Fire Chief, Raymond MacDonald has reported no present issues due to COVID-19. Ongoing Fire Department projects include replacing the current pump truck and resuming discussions with the Victoria Fire Department regarding fire services within the two municipalities.

**11. EMO – Councillor Della Ferguson**

11.1. Councillor Ferguson stated that all EMO documents are outdated, and she has yet to receive any up-to-date EMO information. She will meet with CAO at the Municipal Office to discuss the plan moving forward with EMO.

**12. Finance – Deputy Mayor Bill Chester**

- 12.1. Deputy Mayor Chester informed council that after discussing with an engineer, the latest bids to develop the lots in Sherwood Forest are quite high. Further investigation is required.
13. **Buildings – Councillor David Morton**
  - 13.1. Councillor Morton provided council with an update on the Building Repair Project. The Crapaud Hall and Professional Building continue to have a variety of repairs completed. Once the summer students are hired, all minor repairs at both locations will be completed.
14. **New Business –**
  - 14.1. Councillor Ferguson stated that she is asking council to work together and have council move forward as a whole.
  - 14.2. Council will contact Department of Transportation to investigate traffic calming measures for various streets to be determined.
15. **CAO Report (Attached)**
  - 15.1. Nicole DesRoches presented her report. Total Expenditures for **April 2021** were \$22,706.78 and Revenue of \$22,971.51. Total Expenditures for **May 2021** were \$21,220.72 and Revenue of \$72,161.09
  - 15.2. 2021 yearly water and sewer invoices have been mailed to residents.
  - 15.3. Raymond MacDonald will be repairing the damages to the property beside the Community Hall within the next few weeks.
  - 15.4. We are accepting resumes for the summer student positions and will be hiring summer employees as soon as possible.
  - 15.5. Human resources issues were discussed regarding the roles and responsibilities of councillors and the CAO.
16. **Discussion, Correspondence and Public Input**
  - 16.1. A resident inquired about the right-hand turning lane into Sherwood Forest and stated that the construction of this turning lane had begun. He also inquired about if a turning lane into the South Shore Pharmacy, as well as the Crapaud Post Office. He had contacted Minister Fox regarding this inquiry but at this time, he has not received a response.
  - 16.2. A resident inquired about the speed limit going onto Old Post Rd. and the speed limit in Sherwood Forest. He stated that both roads have sharp turns and could be dangerous with the current speed limits. Council will look into the current speed zones within the Crapaud boundaries.
17. **Date of next regular council meeting – Tuesday, August 17, 2021, at 7:00pm**
18. **Adjournment**
  - 18.1. It was so moved by councillor Morton to adjourn the meeting at 8:40pm.

