

Rural Municipality of Crapaud

Regular Council Meeting

Tuesday, September 15, 2020

7:00pm

Crapaud Community Hall

MINUTES (DRAFT)

Present: Mayor: Neila Auld
Deputy Mayor: Donna Henley
Councillors: Steven Cary, David Morton, Evan Auld, Bill Chester

Also: Staff: Nicole DesRoches, designate
Absent: Stan Baker, Barbara Weeks

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, September 15, 2020**
It was so moved by councillor Henley and seconded by councillor Chester to approve the Agenda for September 15, 2020. Motion carried unanimously.
4. **Disclosure of Conflict of Interest – None Declared**
5. **Approval of Minutes Tuesday, August 18, 2020**
It was so moved by councillor Chester and seconded by councillor Morton to approve the minutes as printed. Motion carried unanimously.
6. **Business Arising from Previous Minutes – None presented**
7. **Mayor’s Report** – Mayor Auld read her report (Attached)
 - 7.1 **MOTION 2020-106** – It was so moved by councillor Henley and seconded by councillor Cary that Barbara Weeks be hired as interim CAO on Saturdays to keep the Rural Municipality of Crapaud books up to date and not have the office shut down. Barb will remain interim CAO until Oct 5, 2020. Motion carried unanimously.
 - 7.2 Mayor Auld informed council that Nicole DesRoches has accepted the position of CAO for the Rural Municipality of Crapaud. Mayor Auld proposed a motion to hire Nicole DesRoches and a closed meeting is no longer required.
 - 7.3 **MOTION 2020-107** – It was so moved by councillor Chester and seconded by councillor Auld that Nicole DesRoches be hired as a full time CAO for the Rural Municipality of Crapaud. Full time will be 35 hours per week with a salary of \$47,000. Motion carried unanimously.

7.4 Volunteers are needed to assist councillors with appointed portfolios:

7.4.1 Land, Parks and Properties – David Morton (CH) Steven Carey (VCH)

7.4.2 Finance – Bill Chester (CH) Stan Baker (VCH)

7.4.3 Emergency Measures (EMO) – Donna Henley (CH) Bill Chester (VCH)

7.4.4 Marketing/ Community – Evan Ault (CH) Donna Henley (VCH), Marion Miller,
Tracey Guitard

7.4.5 Public Works – Stan Baker (CH) Evan Ault (VCH)

7.4.6 Buildings – Steven Carey (CH) David Morton (VCH), Tracey Guitard

7.4.7 Municipal Growth – Neila Auld (Temp) F

7.4.8 Fire Commissioner – Neila Auld

8. No New Business

9. CAO Report

9.1. Total Expenditures for August 2020 totalled \$36,449.42 and revenue of \$113,111.24.

9.2. **MOTION 2020-108** – It was so moved by councillor Chester and seconded by councillor Cary to approve second reading of the amendment of the Procedural Bylaw #2018-08. Motion carried unanimously.

9.3. **MOTION 2020-109** – It was so moved by councillor Morton and seconded by councillor Henley that the Council of the Rural Municipality of Crapaud prepare capital investment funding documents to use Gas Tax Direct Allocation funds from 2019-2024 to expand Sherwood Forest subdivision. This will include the removal of trees, and debris from the road, extension of water and sewer infrastructure, expansion of water and sewer to the property to be used for seniors housing and the development of eighteen new serviced lots. Total cost of \$400,000 over three years. Motion carried unanimously.

9.4. **MOTION 2020-110** – It was so moved by councillor Carey and seconded by councillor Henley to have the Council of the Rural Municipality of Crapaud prepare funding documents to obtain funds through the Rural Growth Initiative to complete repairs at Community Hall and the Professional Centre/ Fire Dept. Building. These repairs include roof repairs to both buildings, remediation and waterproofing in the Professional Building basement and installation of a generator in the Community Hall to be used in the community EMO plan. Total project costs of approximately \$100,000, with cost to the community at approximately \$15,000. Motion carried unanimously.

9.5. **MOTION 2020-111** – It was so moved by councillor Chester and seconded by councillor Carey that the Rural Municipality of Crapaud Council pay the legal costs of \$388.13 associated with legal advice to handle complaints. Motion carried unanimously.

10. Committee Restructuring and Reports

- 10.1. **Fire commissioner (Mayor Auld)** – Mayor Auld reported that the Fire Department had their first meeting and discussed plans for council to support either installing a large heat pump or building a well as a heat source for the Crapaud Fire Hall. The Fire Chief asked Mayor Auld for this project to be included on the 2021 Agenda and potential government funding. The Fire Chief informed Mayor Auld that the radio system is ready, however, there are problems with it. He asked Mayor Auld to not pay for the radio until all problems are resolved. Fire Dues have increased.
- 10.2. **EMO (Donna Henley)** - Councillor Henley presented her report. Councillor Henley was in contact with EMO and they are offering training but this training is currently limited due to COVID-19 and will only be offered in September and October. Councillor Henley recommends that councillor Chester and new CAO Nicole DesRoches take the BEM training course and that she take the EOC Management course being offered in October, with a cost of \$50. For more information on all courses being offered, contact councillor Henley. Councillor Henley stated that the 2020 hurricane season plan with the currently COVID-19 plan will have the Fire Hall remain as the warming center.
- 10.3. **Land, Park and Property (David Morton)** – Councillor Morton informed council that the land in Sherwood Forest has not been sold yet for the development of a seniors housing project.
- 10.4. **Finance (Bill Chester)** – Councillor Chester discussed the budget
- 10.5. **Buildings (Steven Cary)** – Councillor Casey is waiting for approval on funding.
- 10.6. **Public Works/ Water and Sewer (Stan Baker)** –
- 10.7. **Marketing and Community (Evan Auld)** – There will be a public meeting to discuss the Community Hall on Fri, Sept 18 at 7:00pm, anyone interested in attending this meeting is welcome to come.
Decision was made to postpone all outdoor projects. A private garden was used this year for the food bank and councillor Auld discussed using produce from a community garden next year. Community gardens should require minimal funding with the only major expense being lumber to build around the land and build up to level ground. Councillor Auld is willing to donate his time to make this project a success. Councillor Auld has noticed a lack of seating around the community and would like to install benches in different locations for residents to be able to sit and enjoy the scenery. The Community BBQ will be at the end of September and the Citizen of the Year will be presented at the event. Councillor Auld is looking into Halloween and Thanksgiving and the COVID-19 restrictions that will influence these events.

10.8. South Sore Chamber has contacted Mayor Auld inquiring if the community will provide the Community Hall for their meetings. This will be discussed at the public meeting on Fri, Sept. 18th. Mayor Auld will allow South Sore Chamber to use the community Hall for their September meeting.

11. Public Comments

11.1. Della would like a letter made public regarding any and all complaints and the expenses associated with those complaints.

11.2. The Chamber of Commerce thanked the Rural Municipality of Crapaud council for all their work on the low-income senior's housing project.

11.3. Residents were informed that the farewell party for Barbara Weeks was a private event and was paid for by Mayor Auld.

11.4. Susan inquired about why the total payroll was already at 71% of the budget and professional centre at 60% of the budget when there are still seven months left in the fiscal year.

11.5. Council informed residents that negotiations are ongoing between council and Mary Poppins and the use of the Community Hall.

12. **Date of next regular council meeting – Tuesday, October 20, 2020 at 7:00pm**

13. **Adjournment – Meeting moved to adjourn by Councillor Henley at 7:50pm.**

Respectfully submitted, approved, and signed,

Date: _____

Neila Auld, Mayor

Nicole DesRoches, Designate Chief Administrative Officer
Rural Municipality of Crapaud