

**Rural Municipality of Crapaud**

**Council Meeting**

Tuesday, September 17, 2024

7:00 pm

Crapaud Community Hall

**Minutes**

**Present:** Mayor Joanne Harvey; Deputy Mayor Dean MacDonald, Councillor George Jesso, Councillor Savannah Dugay; Interim CAO Margaret Armsworthy

**Absent:** Councillor Tom Patterson

1. **Call to Order** - Mayor Joanne Harvey called the meeting to order at 7:00 pm.
2. **Approval of Agenda** - Approval of Agenda for Tuesday, September 17, 2024– Moved by Deputy Mayor Dean MacDonald and seconded by Councillor George Jesso to approve the agenda as circulated. Motion unanimously carried. (3-0)
3. **Disclosure of Conflict of Interest** – Nil
4. **Presentation** – Spencer MacKinnon, Austin Roberts and Blaise Roberts presented to council about the opportunity to develop homes in Sherwood Forest Subdivision.
5. **Approval of Minutes from:**
  - 5.1. **August 20, 2024, Regular Council Meeting** - It was moved by Deputy Mayor Dean MacDonald and seconded by Councillor Savannah Dugay to approve the August 20, 2024, Regular Council Meeting Minutes as presented. Motion unanimously carried. (3-0)
6. **Business Arising from the Minutes** - Nil
7. **Discussion Items**

- 7.1. Motion #2024-40 – Website updates and councillor emails – Motion put on the floor by Deputy Mayor Dean MacDonald and seconded by Councillor Savannah Dugay to hire Your Digital Coach, Scott Jay, to provide one time cost to build our new website for approximately \$1500 plus HST, update our hosting website and email to Ionos with an annual cost of \$100 per year and domain registration of \$20 per year. Motion passed unanimously. (3-0)
- 7.2. Motion #2024-41 – Music Festival – Motion put on the floor by Councillor George Jesso and seconded by Deputy Mayor Dean MacDonald to authorize a one time approval for the Music Festival to be held inside the Crapaud Hall on October 12, 2024 from noon until 11:00pm with about 10 various island bands participating. Motion passed unanimously. (3-0)
- 7.3. Motion #2024-42 – By-Election 2024 – Motion put on the floor by Councillor Savannah Dugay and seconded by Deputy Mayor Dean MacDonald to call a by-election on November 4, 2024 for council vacancies. Motion passed unanimously. (3-0)
- 7.4. Motion #2024-43 – Appointing Municipal Electoral Officer – Motion put on the floor by Deputy Mayor Dean MacDonald and seconded by Councillor George Jesso to appoint Traci MacVittie as the Municipal Electoral Officer. Motion passed unanimously. (3-0)
- 7.5. Motion #2024-44 – Appointing Deputy Municipal Electoral Officer – Motion put on the floor by Councillor George Jesso and seconded by Deputy Mayor Dean MacDonald to appoint Margaret Armsworthy as the Deputy Municipal Electoral Officer. Motion passed unanimously. (3-0)
- 7.6. Motion #2024-45 – Changing Municipality's Bank Accounts – Motion put on the floor by Councillor Savannah Dugay and seconded by Deputy Mayor Dean MacDonald to authorize Interim CAO Margaret Armsworthy to change all bank accounts and credit facilities while keeping the same signing authorities to Malpeque Bay Credit Union in Kensington, PEI. Motion passed unanimously. (3-0)

**8. Information Items**

8.1. Stantec Update – Survey has closed. Stantec received 25 responses to the survey from residents of Crapaud and the surrounding areas. Interim CAO to confirm next steps with Stantec.

8.2. Hall Update – The Chair of the Hall Committee, Connie MacKinnon, provided an update about the upcoming fall activities. There will be a Halloween dance, bean supper and Christmas Craft Fair. Volunteers are always needed.

8.3. CAO Report – Interim CAO Margaret Armsworthy submitted her report for the previous month. Report attached.

**9. Adjournment** – It was moved by Councillor Savannah Dugay to adjourn the meeting at 8:22 pm and was seconded by Councillor George Jesso.

**Joanne Harvey** \_\_\_\_\_

**Mayor**

**Margaret Armsworthy** \_\_\_\_\_

**Interim Chief Administrative Officer**

## CAO Report

Rental Space – With the increased interest in our rental space, we are looking at what is better for the municipality - short or long term lease or to sell. We are working with a lawyer that specializes in this area for their advise

Rugs for the hall – purchase two rugs for the hall at a cost of \$204.70 (HST included)

Shredder for the office – purchase a shredder for the office as the old one quite - \$206.97 (HST included)

Keurig for the office – existing coffee maker was broken - \$287.49 (HST included)

Application submitted for New Horizon grant - \$25,000 – We will hear back on this near the end of January 2025. This is to promote volunteerism with seniors, mentorship with seniors, inclusion and prevent elder abuse.

Letter from resident about speeding on Inkerman Road and Route 13 – I have contacted the RCMP plus we have sent an email to departments heads of transportation with regards to the increased speeding and concern for residents safety.

Bridge - it would have been more beneficial for all those who used said bridge to alert council about its deterioration. Only 1 person alerted us.(concern about the safety of her young daughter) Preventative maintenance could have cancelled the closure. Communication our door is always open .

Grants : We have missed out some grants over the years, we are doing our due diligence but if you see something that you feel pertains to the community please let the office know, sooner than later.

Grant – Rural Growth Initiative – Playground at Englewood, Fire Department Equipment and Improvements for the Rural Municipality such as heat pumps for the hall, new dishwasher and ramp repairs – This has been finalized and all funds have been disbursed to the municipality. I am just following to ensure all vendor invoices have been paid.

Library – request for residents to join the Library Board. We only had one resident express interest.

Staff: Thank you to our summer students – Alex Davison and Sidney Garnham. Both have completed their work with us for the year. Also, thanks to Ivan as he will be finishing up soon. Pizza night just to say thank you council, staff, head of departments

Audit – We are requesting an extension to have our financials completed of 6 weeks under the advise of our accountant.

Grant – Daphne Davey is assisting me with this grant which is for a pedestrian bridge. She sends her regrets. This grants deadline has been extended to September 30, 2024.