

Rural Municipality of Crapaud

Council Meeting

Tuesday, January 20, 2026

7:00 pm

Crapaud Community Hall

Minutes

Present: Mayor Jo-Anne Harvey, Deputy Mayor Dean MacDonald (by phone), Councillor George Jesso, Councillor Andrew LeClair, Councillor Ian Lewis, Councillor Kim Campeau, Councillor Sheila Wigmore, CAO Margaret Armsworthy

- 1. Call to Order** – Mayor Jo-Anne Harvey called the meeting to order at 7:00 pm.
- 2. Approval of Agenda** - Approval of Agenda for Tuesday, January 20, 2026 – Moved by Councillor George Jesso seconded by Councillor Sheila Wigmore to approve the agenda as circulated. Motion unanimously carried. (6-0)
- 3. Disclosure of Conflict of Interest** – Nil
- 4. Approval of Minutes from November 26, 2025, Regular Council Meeting** - It was moved by Councillor Andrew LeClair and seconded by Councillor George Jesso to approve the minutes of November 26, 2025, Regular Council Meeting Minutes as presented. Motion carried. (6-0)
- 5. Discussion Items**
 - 5.1. Fire Department** – Mayor Jo-Anne Harvey indicated we have a meeting with the Fire Chief, Raymond MacDonald and the Deputy Fire Chief, Dean Ferguson, immediately following our council meeting. Does anyone have any questions before this meeting?
No questions.

5.2. **Utility Policy** – Deputy Mayor Dean MacDonald indicated all councillors should have the information about the utility policy (attached in minutes).

MOTION: Councillor Ian Lewis made a motion to accept the utility policy as presented and to put it in force. Seconded by Councillor Sheila Wigmore. Motion carried (6-0).

5.3. **IRAC Application – Utilities** – Mayor Jo-Anne Harvey discussed the IRAC application for the Utilities in Crapaud. The Rural Municipality of Crapaud is in the process of submitted the IRAC application requesting to increase the utility dues. We need to determine if we are looking for a one time increase or a gradual increase. Councillor Kim Campeau ask if we are operating in a deficit and also if we have an immediate need for upgrades to our system which would help determine the need for a one time increase or a gradual increase. CAO Margaret Armsworthy is not aware of any issues but we do not have any available funds if there is an issue because we have been working at a deficit. Repairs and maintenance to the utilities do not qualify for CCBF funding so we would need to come up with these funds. We do have an aged system. The sewer utility operates with a larger deficit than the water utility. Councillor Kim Campeau thinks a 25% increase at once is high. Councillor Andrew LeClair states a gradual increase would be closer to follow inflation. There was discussion about the one time increase or gradual increase. Councillor Ian Lewis mentioned sending out the information to all residents with a schedule of the increases to give residents the heads up. CAO Margaret Armsworthy indicated we can put an insert in all the invoices to advise residents.

MOTION: Councillor Kim Campeau makes a motion to increase the utility rates – 7 ½% in the first year, 7 ½% in the second year, 7 ½% in the third year and 7 ½% in the fourth year with notice going out to the residents to advise the reasons why we are doing the increase. Seconded by Deputy Mayor Dean MacDonald. Motion carried (6-0).

5.4. **Banking – Adding Signing Authority** – CAO Margaret Armsworthy is asking to add a signing authority to our bank accounts. To complete any transaction on our bank accounts, we require two signers to approve. We have had issues in the past with

having transfer requests, especially online transactions which can be a challenge, being completed in a timely manner. At our training session in January, this was discussed and Councillor Sheila Wigmore indicated she would be available.

MOTION: Councillor George Jesso made a motion to make Councillor Sheila Wigmore a signing authority on our banking accounts. Seconded by Kim Campeau. Motion carried (6-0)

6. Information Items:

6.1. **Letter of Support – SSWA** – The Rural Municipality of Crapaud has been requested to submit another letter of support providing authorization for SSWA to use the property known as the Daniel Guidon Park because the property is owned by the municipality although SSWA maintains the part. This letter is for another grant application they have submitted.

7. Portfolio Reports:

7.1. **Lands Report** – Councillor Ian Lewis is working on a development bylaw. He is also looking to put together a Development Committee soon. Report attached.

7.2. **Crapaud Hall Report** – Councillor Sheila Wigmore reviewed the many inquiries that have come in from various individuals and organizations. This year is starting off to be busier than last year. The Crapaud Hall has received a \$2500 donation from the Crapaud Exhibition. Pizza and Games Night is starting up again. Chair Yoga is every Friday. Planning for upcoming movie nights. St. Patrick's Day event is being planned as well as plant sale and Mother's Day Tea. Our Chinese Dinner was very well attended on January 17, 2026. Report attached.

7.3. **ELC/Daycare Report** – Councillor Kim Campeau and her committee have been challenged with finding funding. A meeting will be scheduled with Doreen Gillis with Early Years in early February as the January proposed meeting was changed. Looking to also schedule a meeting date with a developer with the potential to build a building. We received a request from the Rural Municipality of Victoria to meet and discuss

daycare options. This meeting date is pending. The next ELC/Daycare Committee meeting is January 26, 2026. Mayor Jo-Anne Harvey asked if the Crapaud Hall is off the table. Councillor Kim Campeau said she would say yes. Mayor Jo-Anne Harvey also asked where the building might go if this is an option. Councillor Kim Campeau said there is land available potentially in Sherwood Forest but this would have to be reviewed with Lands/Development to see where the best location may be. Report attached.

7.4. **Buildings Report** – Councillor Andrew LeClair mentioned the Crapaud Hall is part of a Reception Centre Cohort Project through CRIS to reduce energy consumption and reduce greenhouse emissions. There are three phases – Climate Change/Hazard Identification; Energy Efficiency/Greenhouse Gas Emissions Reductions; and Knowledge and Sharing. This project is fully funded. Councillor Andrew LeClair also spoke about the sign at the Professional Centre which needs to be removed. CAO Margaret Armsworthy will review in her report as she has received quotes on the removal of this sign. Mayor Jo-Anne Harvey asked if we are able to get funding through this project. CAO Margaret Armsworthy indicated part of the project is to get assistance with finding the funding opportunities to complete work they identify. Report attached.

7.5. **CAO Report** – CAO Margaret Armsworthy signs have been installed at the Fire Department has signed installed now stating “No Overnight Parking” as this was causing issues for snow removal. I also have received a quote for removal of the sign at the Professional Building. Quote is for \$250 plus HST with a disposal fee of \$50 plus HST from FastSigns. We also had signs installed at the Professional Building to indicate overnight parking is not allowed and your vehicle will be towed. We also have just received a quote from Atlantic Bug Busters. CAO Margaret Armsworthy will review options available. Budget provided to council which was what we submitted as well as the corrected budget which was redone by CAO Margaret Armsworthy for our audit. Council to review and make recommendations if they want to amend any line items for next year’s budget. The actual numbers were also provided to council. Our budget

does require public meeting before we pass our budget for 2026-2027. Our budget needs to be passed by the end of March. Councillor Andrew LeClair asked what happened with the request for additional quotes last year for pest control. We did not receive any additional quotes last year due to time constraints. Report attached.

7.6. **Mayor's Report** – Mayor Jo-Anne Harvey asked Councillor George Jesso about the having a community day for the parks and flower beds to spruce them up. Councillor Andrew LeClair asked if there was anything for the municipality for beautification. Mayor Jo-Anne Harvey did not think so as she thought if we need to do the work then we might receive a beautification award. Mayor Jo-Anne Harvey said if anyone sees anything in the way of grants to forward to the office as this is very helpful just incase we miss something. Mayor Jo-Anne Harvey wanted to thank Fire Chief Raymond MacDonald for his assistance with the flooding on the Trans Canada Highway. Mayor Jo-Anne Harvey also attended the Firefighter's Curling Bonspiel. She congratulated the firefighters and the Crapaud Curling Club on a great event. Mayor Jo-Anne Harvey is looking into completing an evaluation of the CAO.

8. **Public Input** – A resident commented that she was happy to hear the Crapaud Hall is not longer an option for a daycare but she asked if there is a plan for the building, where it would go and what would be included in the building. Councillor Kim Campeau mentioned the committee has had discussions about this where it would be a multiuse facility. Discussion is continuing to explore options. The resident asked additional questions about where a building would go. Councillor Kim Campeau we are in the planning stages at this point.

9. **Adjournment** – It was moved by Councillor Sheila Wigmore and seconded by Councillor Andrew LeClair to adjourn the meeting at 7:56pm.

Joanne Harvey _____

Mayor

Margaret Armsworthy _____

Chief Administrative Officer