

~~SECRET~~ APPROVED Mar 11, 2024.

Rural Municipality of Breadalbane
Council Meeting
Monday February 12, 2024
7:00pm
Breadalbane Community Hall

Council Present:

Irene Novaczek, Rebecca MacLeod, Kent MacLennan, Lisa MacLennan, Bev Fowler,
David Ross

Regrets:

Jessica Stewart

Minutes:

Rob Cameron, CAO

Others in attendance:

Wanda Naylor, Coordinator Seniors Secretariat Project for Breadalbane
Lynne Lund and Trish Altass, Leading Impact Consulting

Meeting called to order at 7:03 pm

Part 1 - Meeting with Ratepayers

1. Meeting was called to order by Mayor Novaczek at 7:03pm
2. Operation Budget for 2024/25 was reviewed and discussed by Council.
CAO is to post to Community website for public comment
3. Review 5 Year Capital Plan was reviewed and discussed by Council.
CAO is to post to Community website for public comment

Part 2 - Regular Council Meeting

1. Meeting was called to order by Mayor Novaczek at 7:30pm

2. Disclosure of Conflict of Interest

There were no Councillors in Conflict of Interest of Agenda items.

3. Approval of Agenda for Monday February 12, 2024

The meeting agenda was reviewed and a motion to approve the agenda was made Councillor Lisa MacLennan and seconded by Councillor Kent MacLennan. Motion was approved, all voted in favor.

4. Adoption of Minutes from Council Meeting January 8, 2024

The minutes of the regular meeting of Council on January 8, 2023 were reviewed. A motion to approve the minutes was made by Councillor Bev Fowler. Councillor Rebecca MacLeod seconded the motion. The minutes were approved. All voted in favor.

5. Business arising from Minutes

The Mayor initiated a discussion regarding a new shelter for the park. The building could serve as a multipurpose cultural/community event building with storage but we will have to carefully manage the use. The CAO has contacted 6 companies across PEI to provide quotes for an 8x12 prefabricated shed. The funding source for this project would be the Gas tax program (which funds social/cultural infrastructure but will not fund a storage shed), and the funder has indicated to the Mayor that funds would likely not be available until the fall. It was decided to continue to receive quotes and Council would review at a later date.

Councillor Lisa MacLennan confirmed that the roofer had returned and had caulked and foamed the areas where the roof flashing is exposed over the main entrance to the hall. He is confident that this should prevent future rain and snow from entering the building from that area.

Mayor Novaczek confirmed that the approved contractor that council had chosen to perform the basement repairs is now too busy to do the work by the timelines we need to meet for the provincial grant. There was a discussion by council on how to proceed with the work before the deadline, including the purchase of baseboards and flooring until a contractor is found or if the original contractor becomes available.

6. Reading of Correspondence

A number of emails were received regarding the PCH meeting recently held.

EMO weather and status updates are received and forwarded to Kent as EMO chair.

A reminder to Council with a list of people who have not yet taken the conflict of interest training. The CAO will send a reminder to those on the list.

7. Reports from Standing and ad hoc Committees

7.1. Finance Committee

7.1.1. 2024/25 Operating Budget and Capital Plan Discussion

In addition to the review and discussion earlier on the Budget and Capital plan, Councillor Fowler mentioned that there would be no increase in taxes, but the province estimates that assessments will go up 3%.

The record of bank transactions from January 1 to present was also distributed to Council.

8. CAO Report

- Been working with Bev to prepare the information for next year's budget discussions.
- QBO is update to date.
- All outstanding bills are paid including the CRA bill that we have been waiting for.
- Office hours have been changed from Wednesday mornings to Monday mornings; the website has been updated with this info.
- Electronic files from the two laptops and the USB were organized and merged, and backed up.

9. New Business

9.1. Housing project update

9.1.1. Presentation of housing project consultation phase proposal by Lynne Lund/Trish Altass

Lynne Lund and Trish Altass from Leading Impact consulting reviewed their briefing note and proposed work plan for the consultation phase of the Seniors Housing Project. Council asked a number of questions and made comments on the proposal.

Next steps would include holding a follow up public meeting in the month of March, followed by the creation of a steering committee with members of council and community.

A motion was made to engage Leading Impact Consulting to move forward on the consultation phase of the Seniors housing project and the

costs are not to exceed what was received in the Catherine Donnelly Foundation grant and what was including in the workplan. The motion was made by Councillor Fowler and seconded by Councillor K. MacLennan. All voted in favor.

9.2. Update of Seniors Project

9.2.1. Update/Comments from Coordinator Wanda Naylor

Wanda gave Council an update on the Seniors Secretariat project. She reported that has recruited one youth from the community and has interviews with three others.

15 seniors will be interviewed as part of the project.

She is trying to match the youth with neighbors who are seniors.

The youths will have information packages to understand their role.

There is a package for the seniors as well.

By March Break the interviews should be done and a package will be created and displayed at the hall with a small celebration.

9.3. Snow Removal

A discussion was held regarding the snow removal situation at the Hall for the remainder of the season. The snow removal will not be done by volunteers in the future.

A motion was made that the CAO post a notice for individuals to provide quotes and a "per call" snow removal for the lot of the Hall including the walkway to the annex for the remainder of the season.

Councillor Fowler made the motion; it was seconded by Councillor Ross and all voted in favor.

9.4. EMO

Councillor K. MacLennan noted that we are considered an official warming Centre in the event of power outage. But the Hall section of Dixon Road is the last in line to be plowed in the event of a snowstorm. It was decided that Council send a letter to Duffy Construction to ask if the route could be reprioritized. Kent will draft the note and CAO will formalize and send to Duffy's.

10. Inquiries by Members of Council

Mayor Novaczek noted that as a result of the recent insurance inspection, our Insurer has requested that a hand rail be installed on the stairs to the basement, and that a GFCI outlet be installed at the power outlet near the sink in the kitchen. Councillor K. MacLennan will coordinate these changes.

11. Introduction and Reading of Bylaws – *none for this meeting*

12. Appointments to Committees – *none for this meeting*

13. Public Presentations/Petitions/Delegations – *none for this meeting*

14. Meeting was adjourned at 8:47 pm

Minutes Approved on March 11/24



[Handwritten Signature]

Mayor

[Handwritten Signature]

CAO