

DRAFT

Minutes

Rural Municipality of Breadalbane

Regular Council Meeting

Monday November 13, 2023

7:00pm

Breadalbane Community Hall

Council Present:

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

Regrets:

None

Other:

Three residents of the community were present.

1. The meeting was called to order by the mayor at 7:00 pm

Mayor Novaczek welcomed the new councilors Rebecca Macleod and Jessica Stewart; and to new CAO Robert Cameron.

2. Declaration of Disclosure of Conflict of Interest was read

Nil response from Council

3. Approval of Agenda for Monday November 13, 2023 was moved by Mayor Novaczek and seconded by Councilor Ross.

These were Approved (unanimous)

4. The minutes from Council Meeting on September 11th were adopted and approved.

4.1. Councilor Fowler moved the approval and Councillor Stewart seconded the motion, all were in favour (unanimous)

5. The minutes from Special Council Meeting on September 14th were adopted and approved.

5.1. Councilor Fowler moved the approval and Councillor Lisa MacLennan seconded the motion, all were in favour (unanimous)

6. Business arising from Minutes (from September 11)

6.1. No new business items were raised

7. Reading of Correspondence

7.1. Municipal Affairs – procedural bylaw accepted

8. Reports from Standing and ad hoc Committees

8.1. Capital Projects Committee – Councilor Lisa MacLennan

8.1.1. Move of small shed to the park

- Lisa noted that electricity hooked to new shed, but we need to disconnect security system from old to new then we can move the shed. Electrician and ADT will be required.
- We need a plan get concrete blocks, then power to be connected. Lisa spoke to John MacLeod and will work with him to move shed to the park.

8.2. Finance Committee

8.2.1. Audited Financial Statements

- Councilor Fowler presented audited financial statement on the screen and highlighted a number of items for council.
- His message was that costs are increasing and revenue is not. We have limited rental income due to damage in basement. There was a one-time grant of \$15k from the Province to aid small municipalities that was critical for us this year.
- We need to meet with Municipal Affairs to understand their plan going forward for small Municipalities so that we can make decisions. Our current financial situation is not sustainable into the future.

Councilor Fowler made a motion to approve the Audited Financial statements. This was seconded by Councilor Stewart. All voted in favor (unanimous)

9. CAO Report

9.1. New CAO Rob Cameron gave a verbal update on his activities since just starting the role on November 1st

- Familiarizing himself with role and responsibilities
- Familiarizing himself with Municipality Business activities/operations
- Rob will be at the Hall for Office hours weekly, mostly Wednesday mornings from 9am-12pm.
- Rob mentioned that he wants to ensure that we respect our obligations in the Municipal Act and/while providing timely and accurate information to the residents and our partners.

- Rob looks forward to working with all.

10. New Business

10.1. Mayor Novaczek reviewed new business items including the following:

- Housing: Donnelley Foundation Grant went into review – we hope to hear back in December. We have started drafting a second application to the Community Housing Transformation Center and we are looking into other funders including Federation of Canadian Municipalities housing grants, and the CMHC Housing Accelerator Fund for preliminary engineering, surveying etc.
- Funding may be available for hall upgrades as an emergency shelter, which will enhance hall as a resource for seniors in any housing complex that is built nearby.
- E-car charger will not go ahead because the offer of a free installation fell through.
- We accepted the \$1600 grant for the Seniors' Secretariat project that Michelle Pineau applied for. The grant provides funds to support the recruitment of local youth to interview seniors who are examples of active living. The youth will ask them about their hobbies and activities and each senior will have their portrait taken by a photographer; then their photos will be printed and framed and will be exhibited in the Breadalbane Gallery along with short stories based on their interviews. Mayor Novaczek would like to make the exhibition a celebration of active Breadalbane seniors – maybe together with a community potluck. We need 1 or 2 councilors to coordinate the project. If no one volunteers we will need to find someone from the community.
- Xmas Craft Fair scheduled for Sat 25 Nov, 10 am – 3 pm.
- Corn Boil was lots of fun – thanks Lisa for organizing.
- Audit is now done and will be reported on today.
- CRA has not yet clarified what we owe them.
- We have not met with Municipal Affairs or made progress with the sheds due to deaths and illnesses in council members families.
- We have applied to the province for funding to finish the work in the basement and address the leak at the front door; we expect an answer some time in December.
- We have also been informed by Steven Barlow that the leak above the front door may be related to the metal roof flashing having been installed incorrectly. We have contacted MacPhee Roofing but he has not yet come to fix it.
- Matt Eye has not yet confirmed a date for installing solar panels on annex roof.
- John MacLeod has informed us that he is now not planning to move away till the spring, and we can continue to use his dumpster till then.
- We sent our procedural bylaw to Municipal Affairs and they have requested some minor cosmetic changes. Rather than make changes and have to go through various readings again, Municipal Affairs will be providing us information

on discussing a resolution to allow the CAO to make cosmetic changes to future Bylaws. Cosmetic changes are restricted to formatting, headings, correcting typos, highlights, etc.

-Now that we have new councilors, we will have to revisit the annex to the EMO Bylaw and identify tasks to be taken over by new council members before we submit it to Municipal Affairs.

11. Inquiries by Members of Council

11.1. Councilor MacLeod asked about Christmas in park and if there is a budget allocation for the event.

Councilor Fowler confirmed that there is a budget – 250\$ to cover two events: the park event and the Christmas tree lighting at the hall.

- It was requested that the two groups review their budget requirements and come back to CAO. CAO will work with Finance committee to cover the costs, up to the limit available.

12. Introduction and Reading of Bylaws

12.1. Review and Affirm Procedural Bylaw re: Publication and Posting of Minutes

Mayor Novaczek reviewed procedural bylaw on the screen for council.

-It was noted that Rob will make cosmetic changes as noted above.

-Council meetings will occur on the second Monday of Jan, Feb, Mar, May July, Sept and Nov of 2024.

- 3 methods of communication will be used to advertise the meetings and an agenda will be circulated to council a week before the meeting, for review.

-It was also noted that Rob will send the revised procedural bylaw to council.

12.2. EMO Bylaw

12.2.1. Mayor Novaczek reviewed tasks for EMO committee. Councilor Kent MacLennan is chair. (Lyle was former Chair)

-There were questions concerning EMO training required.

-CAO to find existing EMO bylaw / documents for next meeting and council will discuss further.

13. Appointments to Committees

13.1. Mayor and Council reviewed Committee Membership

- It was noted for Finance that there are meetings needed for budget preparation

-Councilor MacLeod volunteered to be part of Capital Projects and Bylaw committees

-Councilor Stewart volunteered to be a member of Planning committee

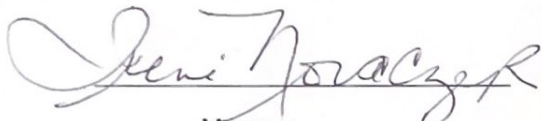
-Councilor Ross will be a member of Capital Projects committee

-CAO will look for and distribute terms of reference of Planning committee

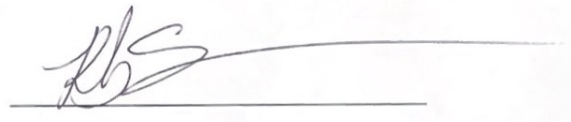
14. Public Presentations/Petitions/Delegations – *none requested for this meeting*

15. Adjournment – at 9:00 pm

Mintues approved on January 8, 2024



Mayor



CAO