

**Rural Municipality of Breadalbane
Minutes of Regular Council Meeting
Tuesday, November 15, 2022
7:00 pm**

Council Members Present: Mayor Margo Dooks; Councilors: John MacLeod, Irene Novaczek, David Ross Regrets: Councilors Sharon Duncan & Lyle Longuepee

Staff Members Present: Chief Administrative Officer, Julia Smith

Visitors: Lisa MacLennan, Kent MacLennan, Bev Fowler, Alexander MacKay, Mike MacDonald

1. Calling of Meeting to Order

Mayor Dooks called the meeting to order at 7:06 pm and welcomed Council members, staff, and visitors to the November meeting of Breadalbane Community Council.

2. Declaration of Conflict of Interest

None declared

3. Approval of Tentative Agenda

Councilor Novaczek requested to add: 1) discussion regarding repairs needed at Centre and 2) a verbal request from Joannie Sutton.

Moved by Councilor MacLeod, seconded by Councilor Novaczek to adopt the Agenda with the 2 additions. Unanimously carried.

4. Delegations / Presentations

4.1 Alexander MacKay presented a request for the Municipality of Breadalbane to consider looking into using some Gas Tax funds to partner with the Breadalbane Central Trinity United Church Green Initiative in an effort to decarbonize the Church; making it Net Zero. He provided information about the upgrades and additions that have been or will be done to the Church to reach this goal. There is a program "Faith & Common Good" that will match 2/3's of the dollars invested up to \$45,000.00.

Moved by Councilor Novaczek, seconded by Councilor MacLeod to consider the request from the Breadalbane Central Trinity United Church to assess the possibility of using Gas Tax funds to support the Green Initiative for the Church and to lobby the Ministers to gain more financial support in an effort to get the Church to Net Zero and to increase the subsidy for Renewable Energy for non-profits that are moving towards becoming Net Zero. Unanimously carried.

Alexander MacKay left the meeting at 7:26pm.

5. Financial Report

5.1 Prepared by Darlene Howell, presented by Julia Smith

Moved by Councilor Novaczek, seconded by Councilor MacLeod to accept the Financial Report as presented. Unanimously carried.

6. Approval of Minutes of Previous Meeting

Moved by Councilor Ross, seconded by Councilor MacLeod to approve the minutes from the September 13, 2022 regular Council meeting. Unanimously carried.

7. Business Arising from Minutes

7.1 Discussion on Community Event Permit as presented by Bev Fowler at previous meeting

7.1.1 CAO Smith stated that she was not able to provide any details on this and requested that a motion be made to table this until the next meeting

Moved by Councilor Novaczek, seconded by Council Ross to table the discussion on a Community Event Permit until the next Council meeting. Unanimously carried.

7.2 Update on Insurance required by contractors/volunteers being hired

7.2.1 CAO Smith read the response emails from Intact Insurance and Workers Compensation Board. (refer to the CAO report).

- Councilor MacLeod stated that he will sign a waiver for his services stating that he will be responsible for anything he does for the Municipality and he will cover any repair costs from his activities. CAO Smith is to confirm that this is acceptable by Intact Insurance and Workers Compensation Board.

8. Reports

8.1 Chief Administrative Officer Report

Report as presented by CAO Smith. See attached.

- Councilor MacLeod stated that he has reached out to the Zipline supplier to obtain replacement turnbuckles for the Zipline. He should have these soon to install in the Spring.

8.2 Mayor's Report

- Mayor Dooks reported that the Health Inspector will be at the Centre on November 16, 2022 to do his inspection, even though we already had the Certificate. She will meet him.
- Mayor Dooks stated that she did not have update from Brad Trivers regarding an update on the Keep Seniors in their Community Initiative. Margo will reach out to follow up. Councilor Novaczek stated that she had recently spoken to him about the Municipality's interest in this initiative.
- Mayor Dooks thanked current Council and CAO Smith for all their hard work and said that there were lots of good times experienced during her Mayorship and that the Centre looks great.
- Mayor Dooks reported that Councilor Duncan resigned her seat on Council due to health reasons
Council members, CAO Smith and visitors at the meeting thanked Mayor Dooks for her service.

8.3 Capital Projects Report

- Councilor Novaczek reported that the Solar Panel project is on hold due to M.B. Eye experiencing supply chain issues in obtaining solar panels. CAO Smith stated that Matt Eye confirmed he would honor his current quote for the Spring installation
 - Heat pumps have been installed and are working well
 - Repairs need to be done to the Park shed and the leak at the front door into the basement.
 - o CAO Smith reported that she reached out to Final Cut Construction to obtain a quote for repairing/replacing the Park shed and to repair the leak at the Centre. Quote has not been officially received but he verbally stated the Park shed repair would be approximately \$4,000.00 and the leak would be approximately \$2,000.00. (pending official quotes)
- Moved by Councilor Novaczek, seconded by Councilor MacLeod to hire Final Cut Construction to complete the repairs to fix the Centre leak as soon as possible. It is to be requested that they fix the toilet, door latch issue on the bathroom door and the leak under the kitchen sink as well. CAO Smith to schedule the repairs.*
- The repair project funded by Rural Growth Initiative has had an extension until January 31, 2023.
 - o Councilor Novaczek stated that quotes need to be gathered to complete repairs on the Park shed

Mike MacDonald left the meeting at 8:43 pm.

8.4 Emergency Measures Committee Report

- CAO Smith reported that over 200 people used the Centre during the aftermath of Hurricane Fiona. (more details in the CAO report)
 - CAO Smith also stated that there needs to be a larger supply of emergency items (ie. Toilet paper, easy to make food items, popcorn, coffee/tea and additives, etc.)
 - Councilor Novaczek suggested that a phone tree be developed
 - It was recommended that the Generator should be serviced
 - CAO Smith reported that Jason Peters, New Glasgow Fire Department, reached out and stated that they have a small generator, jerry can and extension cord that they will provide to the Centre. This would allow people in the community who don't have a generator to borrow it. He stated that he may have 2 but will have to confirm details.
- Moved by Councilor Novaczek, seconded by Councilor MacLeod to approve the 8.1, 8.2, 8.3 and 8.4 reports as presented. Unanimously carried.*

9. New Business

9.1 Municipal Election – New Council members announced

CAO Smith reported the new Council will assume power on December 7, 2022 and the names of the newly elected/acclaimed Council as:

Elected Mayor – Irene Novaczek

Deputy Mayor.– vacant

Acclaimed Councilors – John MacLeod, Lyle Longuepee, David Ross, Kent MacLennan, Lisa MacLennan, Beverly Fowler

9.2 Develop a Budget Committee

CAO Smith stated that there is a need to develop a budget/finance committee. The new Council will be tasked with setting this up.

9.3 Hire a Chief Administrative Officer

- Julia Smith resigned her position as CAO effective November 15, 2022 but offered to continue to work until November 30, 2022 to finish up any active items.
- An ad and new updated job description needs to be developed and advertised to hire a new CAO

9.4 Christmas in the Park event

- Councilor Ross stated he will take the lead on planning this event and will develop a committee to organize it.
- CAO Smith suggested that they hold it at the Centre this year due to the fact that there currently is no power at the Park shed; or use a generator.

9.5 Swearing in Meeting

CAO Smith stated that Irene Novaczek is to contact Kevin McCarville, Municipal Affairs to determine how to have the Swearing in Ceremony due to the lack of a current CAO.

10 Correspondence

10.3 Email from PEI Infrastructure Secretariat re: CEG Request form 2022-2023

10.4 Email – EDI/Anti-Racism Training for Council and Municipal Leaders

10.5 Councilor Novaczek stated that Joannie Sutton was requesting a volunteer to help out at the door of the Christmas Craft Fair to sell the community history book “Memorable Musings”. Lisa MacLennan stated she had already spoken to Joannie and volunteered.

11 Future Meeting Dates

January 10, 2023

February 21, 2023

March 14, 2023

12 Open Floor – n/a

13 Adjournment

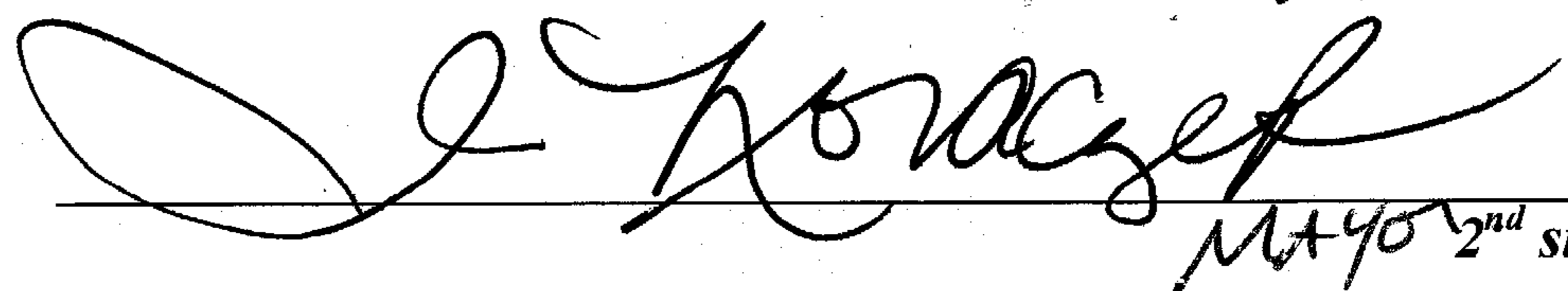
Mayor Dooks adjourned the meeting at 8:54 PM.

** Minutes prepared by CAO Julia Smith prior to resigning CAO position.

Julia Smith CAO

Approved. 12 Dec. 2022.

~~Mayor~~ Irene Novaczek



Mayor's signature

12 December 2022

Date