

**Council Meeting Minutes**  
**October 4<sup>th</sup> 2023 – 6:30pm**  
**Community Complex**

Rural Municipality of  
**Mount Stewart**  
Est. 1790 Inc. 1953

The regular meeting of the Rural Municipality of Mount Stewart was held on October 4, 2023 at 6:30pm with the following Council members present:

**Mayor:** Spencer Long

**Councillors:** Chad Poirier, Kevin Lloyd, Julie MacKay, Amanda Myers

**Staff:** CAO Katharine MacDonald

**Delegations:**

1. Call to Order: Meeting was called to order at 6:37pm.
2. Declaration of Conflict of Interest of Council Members, Chair, & CAO: none.
3. Approval of Agenda was moved by Julie and seconded by Kevin.
4. Adoption of Minutes: Council Meeting September 6<sup>th</sup> 2023. Moved by Amanda, seconded by Chad.
5. Monthly Report of the Mayor:
  - a. Bryce would like to get in to the Fire Hall soon. Julie asked what equipment he would be bringing. Spencer said he could be working outside partly. Julie asked about insurance. Spencer said he has his own insurance but we would likely have to add him to ours, and that we would bring him up and set some boundaries, and enter a lease agreement. Julie said her concern is anything happening if people are constantly coming and going from the space. Amanda said he could probably lock stuff up when not being used. Chad asked if there's an alarm set up in there, Spencer said no. CBCL asked about key fob entrances – so we could upgrade doors or put in an alarm. Chad asked about rent. Spencer said \$2-250 a month, but we could set parameters, like limits on time bookings. Making sure that the center door is locked. Kevin asked if he's just taking one bay, and clarified that Canoe Cove is taking two bays. (Covering more of this later in the meeting.) Chad says as long as we all understand the risks and liabilities then it's a good fit. Julie said it would be great to have a tenant in there.
  - b. Another dog poop email. Kevin said a fence may be going up. Katharine brought up installing some waste receptacles. Some discussion about updating the by-laws at a special meeting and reviewing the current dog bylaw to remove the more disturbing or outdated language, and to focus on fines rather than other punishments. Katharine has to look up the process for amending bylaws.
  - c. Spencer said stuff is going well with CBCL and the Honey folks. Spencer explained a bit of the situation with the current quotes from CBCL and Chris Mitchell. Kevin asked about funding and how that works with the private business. Chris Mitchell quoted \$20k to Canoe Cove to build interior walls ("inside the box"). Spencer said to Katharine to clarify with Canoe Cove not to include the exterior stuff that we're taking care of. Kevin said when he'd rented before that he had to do everything in the interior.

(Some chatter about Al MacLean's "pond" on Main Street.)

Moved by Chad, seconded by Kevin

6. Staff Reports:

a. Report of CAO

- i. Katharine delivered her report. Katharine discussed meeting with Al. Julie clarified that Christine had tried to explain Al's billing situation previously but it must have been a communication issue. Amanda and Julie compared it to putting in a pool and how many regulations that usually entails.

Moved by Julie, seconded by Kevin

- ii. Financial update – for September, 2023
- iii. General and Sewer Accounts for approval
  1. Julie asked how some of the more delinquent accounts are coming along.

Moved by Kevin, seconded by Amanda

- iv. General and Sewer Journal Entries for approval

Moved by Chad, seconded by Julie

- b. Report of Sewer Operator - Monthly Report for September, 2023

Moved by Amanda, seconded by Chad

7. Unfinished Business:

a. Committees -

b. Community Revitalization application – ***CIP due October 20<sup>th</sup>***

- i. Change the dates but submit the CIP.
- ii. Rural Growth Application needs to go in soon.

c. Solar projects (***CIP due October 20<sup>th</sup>?***)

- i. There is a program to do 100% funding for rooftop solar; Katharine will look into it.

d. Fire Hall re-fit / ACOA application

- i. RESOLUTION: That Council approves the creation of a project to refit of the Fire Hall and to submit an Innovative Communities Fund application to ACOA. Council approves of the use of CCBF (Gas Tax Funds) to pay CBCL for design planning and early phases of this project, up to \$40,000. CCBF (Gas Tax Funds) may be used as needed, contingent on successful funding from ACOA and other sources.

Moved by Chad, seconded by Kevin.

e. By-election: ***Appointments of MEO, Deputy MEO***

- i. RESOLUTION: That Council appoints Deanna Birt as MEO and Cynthia Crane as Deputy MEO. In the event that Deanna is not available, Council appoints Cynthia Crane as MEO and Katharine MacDonald as Deputy MEO.

Moved by Amanda, Seconded by Chad.

- f. Bakery fire inspection updates:
  - i. Spencer brought up that the generator has not been moved yet. Amanda asked about the fire inspectors returning. Spencer asked Katharine to reach out to Bev to ask about the generator and the path of egress; also to ask about current menu, ventilation, and about having the fire inspector back.
  
- 8. New Business:
  - a. Events - skipped
  - b. Snow clearing
    - i. Spencer was talking to Lloyd. Julie says we have to put out the tender either way and he can submit or not. Spencer asked if it's better to lease a tractor and pay a staff person like Art. We normally issue the tender in October or November. Spencer suggests that we go to Vesey's or somewhere for a tractor, get multiple quotes, and have a tractor that's multi-use in the summer and winter. For it to make sense, if we could get it down below the lowest tender quote, that would save the village money. Julie asked if we could do that this year. Kevin said a tractor could be \$25k and the attachments would be extra.
  
  - c. Commercial Lease Agreement
    - i. Non-profit tenants
    - ii. Bakery
      - 1. Council reviewed and edited the lease.
  
- 9. By-laws:
- 10. Public Delegations (not listed as Delegation):
  
- 11. Adjournment at 8:52pm, moved by Amanda and seconded by Chad.

Next regular Council Meeting:

November 1<sup>st</sup> 2023 at the Community Complex at 6:30pm or as called by Council.