

Council Meeting Minutes

Tuesday, March 7, 2023 – 6:00 p.m.

Location: Murray River Library, 1066 MacInnis Street

Members Present Mayor Paige Hart, Councillor Walter Munn, Councillor Mary Ritchie, Councillor Emilio Cupello and Councillor Michael Franklin (arrived at 6:04 p.m.)

Staff Present CAO Paula Pater-Voogel

1. Call to Order

The meeting was called to order at 6:02 p.m. Mayor Hart read aloud the “Quick Notes” print out that is labeled **Addressing Council and Communities of Council** which is made available by Munisource.org 2010 for the Federation of Prince Edward Island Municipalities.

2. Conflicts of Interest Declaration – Individual Councillors

No Conflicts we indicated.

3. Agenda Approval

Moved by Councillor Mary Ritchie and seconded by Councillor Walter Munn

THAT the agenda be approved as presented.
Motioned Carried Unanimously

4. Minutes Approval

The February 15, 2023 minutes were reviewed by Council.

Moved by Councillor Emilio Cupello and seconded by Councillor Mary Ritchie

THAT the minutes be approved as presented.
Motioned Carried Unanimously

5. Chief Administrative Officer Report(s)

Review of the Income Statements February 2023

Moved by Councillor Emilio Cupello and seconded by Councillor Michael Franklin

THAT the CAO Reports be approved as presented.
Motioned Carried Unanimously

6. Business

- a. **2023 - 2024 Budget Review** – Mayor Hart and CAO took turns reading over budget details. CAO to run AD for Public Meeting to share Financial Review and then 2 weeks later it must be filled with Municipal Affairs. Public Meeting to present 2023-2024 Financial Plan on **March 15th** to and Council Meeting on **March 29th** to Approve Financial Plan.

Moved by Councillor Emilio Cupello and seconded by Councillor Michael Franklin

THAT the CAO move forward with Drafted Budget and schedule Public meeting on March 15th and Council March 29th.

Motioned Carried Unanimously

- b. **Web Site Discussion** – CAO shared that she had been in contact with current provider and was told that they site would be restarted if payment of outstanding bill was meet and the request to suspend site was lifted. Due to MGA requirements CAO agreed to terms and site will be up and running as soon as possible. Councillor Richie assisted with the stepped up on Facebook. Moving forward the website and Facebook will be updated and used to provide the Community with up coming Council Meetings, Events Etc. CAO is to undergo training to update both platforms to accommodate uploading of required items and event sharing moving forward. It is agreed that one additional person should be trained. Further reviews to follow at a later date regarding upgrades to site and Facebook.

Moved by Councillor Mary Ritchie and seconded by Councillor Michael Franklin

THAT the CAO utilize and update Facebook and the Website to share Council meetings and Events

Motioned Carried Unanimously

- c. **Library Room Rental** – Councillor Ritchie spoke regarding rates for rentals and presented the following:

- a. Min rentals with 6wks rentals at \$10 per hour
- b. Birthday Parties 2 hours \$25.

It was brought forth that the Birthday Party rental be set at \$25 for 4 hours and not 2 hours.

Councillor Ritchie provided details regarding rental agreements that she was and will continue to review. Councillor Ritchie will provide further details regarding agreements. It was spoken that this would fall under the Parks & Recreations Committee's category.

Councillor Ritchie proposed that rental during winter months be held at the library and not the Community Hall.

Cleaning up the library rental room was brought forth and the Dragon was to be returned to its original home, water dispenser it to be removed and the children’s table set. It is noted on the children’s set that it is the property of Karri Ferguson, so CAO will reach out and ask if the set is being claimed or left as a donation to the Municipality.

Moved by **Councillor Michael Franklin** and seconded by **Councillor Emilio Cupello**

THAT the rates stand with the addition of a Motion that Birthday Parties be \$25 for 4 hours and that during winter months that the library room be used and not the Community Hall.

Motioned Carried Unanimously

d. **Key Lock Change** - Added by CAO. CAO is to review, and look at, changing the lock on the Library / Municipal Office entrance as well as the door at the back of Library.

Moved by **Councillor Mary Ritchie** and seconded by **Councillor Walter Munn**

THAT the CAO look into the idea changing of the locks.

Motioned Carried Unanimously

7. Adjournment

At 7:45 p.m. the meeting was adjourned. Moved by **Councillor Walter Munn**

Signed in accordance
Municipal Government Act S. 116(4)

Paige Hart, Mayor

Date

Paula Pater Voogel, Chief Administrative Officer

Date