

Rural Municipality of Eastern Kings

Council Meeting Minutes Tuesday February 25, 2020

In attendance: Mayor Grace Cameron, Councillor Anne McPhee, Councillor Arthur Baker, Councillor Bradley MacDonald and Chief Administrative Officer (CAO) Sonya Martin.

Regrets: Deputy Mayor Danelle Elliott, Councillor Bernadette McInnis, Councillor David Stewart

1. Call to Order

The meeting was called to order by Mayor Grace Cameron at 6:15 p.m. A quorum was present so the meeting could proceed.

2. Conflicts of Interest Declaration – Individual Councillors

There were no conflicts of interest identified with the meeting agenda.

3. Agenda Approval

The CAO noted an “addition” to the agenda under “4. Old Business” as “c. Resolution to Withdraw Funding From Gas Tax Projects”.

It was moved by Councillor Bradley MacDonald and seconded by Councillor Arthur Baker to accept the Agenda as amended. All were in favour and the motion was carried.

4. Old Business

a. Budget Scenarios for Fiscal Year 2020-2021 – See “Appendix A”

Mayor Cameron presented three draft budget scenarios; Scenario One at the current tax rate of \$0.19 per \$100 of assessed value, Scenario Two at \$0.20 per \$100 of assessed value and Scenario Three at \$0.21 per \$100 of assessed value.

She noted that, after speaking with Danny Jenkins from Municipal Affairs, we should be conservative in our revenue estimations with no consideration for Wind Farm revenues as amounts and timing was still undetermined. Also noted was that current permit fees are not covering the full cost of a part-time Development Officer. All potential expenditures for the coming year were also examined in detail and adjustments made as required.

There is a discrepancy in the tax revenues received in the current fiscal year (higher than budgeted) which needs to be discussed with provincial tax authorities; Mayor Cameron is address this to ensure an accurate estimate of revenue for 2020/2021. CAO to obtain a quote on the cost of bacterial products for the fly program.

The Council agreed that the tax rate should remain as is, at \$0.19 per \$100 of assessed value. CAO to obtain determine final legal costs for the current year so any surplus/shortfall can be identified. A suggestion to use funds currently in Investment Certificates to cover any 2020/2021 shortfall was put forward by Councillor Anne McPhee. Council will review draft budget again, prior to public meeting.

b. Emergency Management Plan – 2nd Reading of Draft Bylaw with Resolutions

CAO noted that there were no substantive changes made to the Draft Bylaw 2020-01 “Municipal Emergency Management Program”; only punctuation changes had been made so there were no amendments to be read aloud. The required resolutions were presented:

- It was resolved that the Bylaw 2020-01 “Municipal Emergency Management Program Bylaw” be read a second time at this Council Meeting”. It was moved by Councillor Anne McPhee and seconded by Councillor Bradley MacDonald. All were in favour and the resolution was carried.
- It was resolved that the Bylaw 2020-01 “Municipal Emergency Management Program Bylaw” be approved. It was moved by Councillor Bradley MacDonald and seconded by Councillor Arthur Baker. All were in favour and the resolution was carried.
- It was resolved that the Bylaw 2020-01 “Municipal Emergency Management Program Bylaw” be formally adopted. It was moved by Councillor Arthur Baker and seconded by Councillor Anne McPhee. All were in favour and the resolution was carried.

c. Gas Tax Fund Transfer Request – Infrastructure Secretariat - “Appendix B”

The CAO advised that, in order for the Provincial Infrastructure Secretariat to release the final 2019/2020 payment for the Gas Tax Funding, it was necessary to commit all outstanding funds (approximately \$165K) to potential projects; to facilitate this, older projects which will not be carried out needed to be defunded via Council Resolution.

The CAO presented a resolution to this effect: It was resolved that the RMEK wishes to withdraw the Following Gas Tax Projects:

- 1) 40.1.1 Eastern Kings Growth Management Study and
- 2) 40.2.3 Ice Rink-Basketball-3 Pickle Ball Courts.

The resolution was moved by Councillor Bradley MacDonald and seconded by Councillor Arthur Baker; all were in favour and the resolution was carried.

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5. Adjournment

It was moved by Councillor Arthur Baker and seconded by Councillor Bradley MacDonald to adjourn the meeting at 7:58 p.m. All were in favour and the motion was carried.

Signed in accordance

Municipal Government Act S.116(4)



Grace Cameron – Mayor

Date

24 April 2020



Sonya Martin – Chief Administrative Officer

Date

April 24, 2020

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Appendix A

Line Item	April 1/2019- Mar 31/2020		Financial Plan for FY 2020/2021		Financial Plan for FY 2020/2021		Financial Plan for FY 2020/2021	
	Actuals	(Estimate)	Scenario 1 @ .19		Scenario 2 @ .20		Scenario 3 @ .21	
Revenues:								
Residential Municipal Taxes	118,742		117,248		123,419		129,590	
Farm Municipal Taxes	16,963		15,997		16,839		17,681	
Other NonCommercial Municipal Taxes	52,675		49,424		52,025		54,626	
Commercial Municipal Taxes	8,705		8,548		8,998		9,447	
Turbine Municipal Taxes	26,114	223,199	23,993	215,209	25,256	226,536	26,519	237,863
Building and Subdivision Permit Fees	22,401		7,500		7,500		7,500	
Refund of Previous Year's HST	800		0		0		0	
Miscellaneous	109		0		0		0	
Total Revenues	246,509		222,709		234,036		245,363	
Salary Expenses:								
Chief Administrative Officer	20,267		27,456		27,456		27,456	
Land Development Officer/Consultant	7,990		9,500		9,500		9,500	
Fly Program	34,043		33,000		33,000		33,000	
Honourarium for Council Members	4,750		4,750		4,750		4,750	
Operations and Maintenance Expenses:								
Bank Service Charges	100		100		100		100	
Office Space Lease	4,200		4,200		4,200		4,200	
Other Space Rental	0		200		200		200	
Insurance	3,525		3,800		3,800		3,800	
Office Expenses	3,348		1,500		1,500		1,500	

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Legal Fees		20,416		8,000	8,000
Accounting Audit Fees		6,325		4,500	4,500
Telephone Utility		1,452		1,500	1,500
Bylaw Enforcement/Security		500		1,500	1,500
Advertising/Promotion		2,659		2,500	2,500
Training for Council/Staff		350		2,000	2,000
Memberships		1,276		2,000	2,000
Election		0		0	0
Fly Program Expenses (Not Incl. Salaries)					
Vehicle (Gas and Registration)		2,636		3,000	3,000
Vehicle (Repairs)		475		2,500	2,500
Mosquito Magnets Repair/Maintenance				2,000	2,000
Bacterial Products		13,296		15,000	15,000
Storage/Truck Wear and Tear		1,560		1,600	1,600
Grants and Subsidies:					
Eastern Kings Community Centre		7,800		7,800	7,800
Small Grants Program		16,000		16,000	16,000
Eastern Kings Fire Department		76,000		76,000	76,000
Donations		500		750	750
Contingent Expenditures (Potentially, EM Plan Costs)		0		10,000	10,000
Total Expenditures		229,468		241,156	241,156
Net Gain/Loss		17,041		-18,447	-7,120