

Rural Municipality of Eastern Kings

Council Meeting Minutes Tuesday December 10, 2019

In attendance: Mayor Grace Cameron, Deputy Mayor Danelle Elliott, Councillors: Arthur Baker, David Stewart, Bradley MacDonald, Anne McPhee, and Chief Administrative Officer Sonya Martin.

Regrets: Councillor Bernadette McInnis.

1. Call to Order

The meeting was called to order by Mayor Grace Cameron at 6:15 p.m. A quorum was presented so the meeting could proceed. Mayor Cameron welcomed the public and introduced the RMEK Auditor, Daniel Picard from Fitzpatrick & Co.

2. Conflicts of Interest Declaration – Individual Councillors

Mayor Cameron declared a conflict of interest on agenda items (7) Old Business and (8) “In Camera Session”, both items in regards to the wind turbines.

3. Agenda Approval

A motion was put forward to approve the agenda as presented. It was moved by David Stewart and seconded by Arthur Baker to adopt the agenda. All were in favour and the motion was carried.

4. Minutes Approval – November 12, 2019

CAO noted that there was an *amendment / replacement* item on page 3.

REMOVE: “Grievously, in regards to the statement of Minister Meyers; having placed the RMEK and Council in an intolerable position with the residents of the Eastern Kings area; we want to know if the PEIEC has already ordered the wind turbines? (David Stewart)”

REPLACE with:

“Given the gross public interference perpetrated by the Minister of Transportation, Infrastructure & Energy, Mr. Meyers; I would like to know if the turbines have already been ordered? (David Stewart).”

It was moved by Bradley MacDonald and seconded by Danelle Elliott to approve the minutes of November 12 meeting, as amended. All were in favour and the motion was carried.

5. Chief Administrative Officer (CAO) Report – November Income Statement and Development Officer Report | See **APPENDIX A**

6. New Business

a.) Presentation of Fiscal Year 2018-19 Financial Audit presented by Daniel Picard of Fitzpatrick & Co.

A review and open discussion ensued on the Audit. Auditor made some notes and changes will be updated prior to approval in January 2020.

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b.) Schedule of Meetings for 2020 – Municipal Government Act 110.3 – (Resolution)

A resolution was read outlining the 2020 Schedule of Meetings. It was resolved that the Council meeting dates for 2020 are as follows:

- January 14
- February 11
- March 10
- April 14
- May 12
- June 9
- July 14
- August 11
- September 8
- October 13
- November 10
- December 8

The resolution was moved by Anne McPhee and seconded by Bradley MacDonald; all were in favour and the resolution was approved.

It was noted that the March 10th meeting is a public meeting for the 2020-21 Budget Review, which replaces the Annual General Meeting and the March 24th date is for the Budget Approval by Council.

c.) Peter Boertien – Donation for Souris Lions Club Christmas Boxes – (Resolution)

A letter was received from Peter Boertien representing the Souris Lions Club and requesting a donation for the Christmas Boxes.

It was resolved that the Rural Municipality of Eastern Kings make a donation for the amount of \$500 in support of this program.

The resolution was moved by Arthur Baker and seconded by Danelle Elliott; all were in favour and the resolution was approved.

d.) Review of Christmas Newsletter

The first greeting/newsletter was reviewed by Council. A short discussion ensued on the cost and distribution area. It was agreed to use the Souris Post Office to do the mail out and the folding of the newsletter at the Souris Town hall. CAO to follow up.

The Mayor recused herself at 6:58 p.m., in regards to conflicts of interest in numbers (7) & (8).

Deputy Mayor Danelle Elliott assumed control of the meeting and continued the Agenda.

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7. Old Business

- a.) Don Humphrey declined to speak as scheduled in the Agenda.
- b.) Dave Fletcher declined to speak as scheduled in the Agenda.
CAO noted the article submitted for Council on the World Health Organization topic electromagnetic fields and radio frequency fields; and the submission of signatures in support of the June 7, 2019 letter. It was also noted that a letter from David Cheverie was part of the Council package.

The Deputy Mayor asked for any questions or discussion on the items. Not having any, a motion was put forward to proceed to the "in camera session" at 7:12 p.m. It was moved by David Stewart and seconded by Arthur Baker. All were in favour and the motion was carried.

8. In Camera Session *Municipal Government Act 119(1)(e)*

a matter still under consideration, on which the council has not yet publicly announced a decision, and about which discussion in public would likely prejudice a municipality's ability to carry out its negotiations;

- a.) Deputy Mayor Danelle Elliott asked Council if they had any questions or comments in regards to the materials or presentations given at the Dec 4th, 2019 Special Public Meeting. Council noted that there were a lot of materials to go through.
- b.) The Deputy Mayor then asked the Council to rejoin the meeting with the Mayor and Auditor to review the Financial Management Points in regards to office controls and the accounting process for the Municipality.

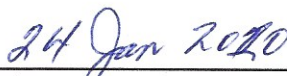
9. Adjournment

It was moved by David Stewart and seconded by Arthur Baker to adjourn the meeting at 8:00 p.m. All were in favour and the motion was carried.

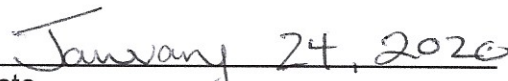
Signed in accordance

Municipal Government Act S. 116(4)

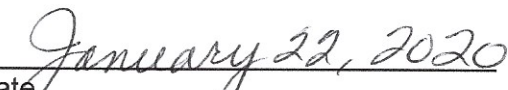

Grace Cameron – Mayor


Date


Danelle Elliott – Deputy Mayor


Date


Sonya Martin – Chief Administrative Officer


Date

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APPENDIX A

Chief Administrative Officer Report

Financial Reports:

1. CIBC Bank Balance as of November 30, 2019: \$82,603.17

2. Souris Credit Union Bank & GIC Balances as of November 30, 2019

Gas Tax Balance as of November 30, 2019: **\$70,660.53** (includes \$65.78 Interest)

Gas Tax Fund Top up Payment for fiscal year 2019/20 - \$20,337.00 posted Nov 28, 2019

Gas Tax Fund 1st Installment payment for fiscal year 2019/20 - \$10,168.50 posted Nov 28, 2019.

GIC 2 YEAR TERM: \$15,000.00 | Accrued Interest 226.03 | Closing Value: \$15,226.03

GIC 3 YEAR TERM: \$15,000.00 | Accrued Interest 234.25 | Closing Value: \$15,234.25

Total Overall Value \$30,000.00 | Accrued Interest 460.27 | Closing Value: \$30,460.27

Monthly Income Statement Ending Nov 30, 2019

- Total Non-refundable Permit Revenues for the month of November are: (18,200.00 for turbines as assessed by Council & DO at the in camera session Nov 12/19. + \$372.80)

Development Officer Report

During the month it came to our attention that the Province had approved development permits in the area of Red Point which are in fact within Rural Municipality of Eastern Kings. The province has been advised to direct the applicants to our office, refund the application fees to the applicants, and withdraw the applications issued. As of Dec 10th, we have applications from both clients and are evaluating each and issuing permits.

NOTE: Details of coastal erosion from the Provincial Permit to be added to our RMEK Permit at a future date.

There are a couple of Subdivision / Consolidation applications that are pending survey work to complete, which may be done in the month of December.

November 1, PEIEC submitted their applications for the Phase 2 of the Wind Turbine Developments, and a development fee of \$18,200.00 in total for the various applications was agreed and paid by PEIEC.

I am working closely with CAO to be sure there is a smooth transition of business in hand on December 20th, when I'll be leaving my position. Part of this process is the updating of the written document outlining the process.

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THE RURAL MUNICIPALITY OF EASTERN KINGS				PROJECTED	
INCOME STATEMENT				EXPENDITURES	
UP TO THE MONTH ENDED NOVEMBER 30, 2019				APR 1 19 - MAR 31 20	
Financial Plan YR 19 20				- 1-5- (APR1 19 - NOV 30 19)	
REVENUES					
Residential Municipal Taxes	114,167	# #	79,144.60	118,742.40	
Farm Municipal Taxes	16,372	# #	11,333.80	16,963.20	
Other Non-Commercial Municipal Taxes	48,933	# #	35,141.80	52,675.20	
Commercial Municipal Taxes	8,037	# #	5,760.24	8,704.80	
Turbine Municipal Taxes	23,991	# #	17,418.60	26,114.40	
Reserve Fund Certificate Cashed -EK Fire Dept.	0	# #	0.00	40,000.00	
Building & Subdivision Permit Fees	4,500	# #	22,400.80	22,400.80	
Refund of Previous Year's HST (HST Receivable)	0	# #	0.00	800.00	
Student Program Grant	1,000	# #	0.00	0.00	
TOTAL REVENUE		\$217,000.00	# #	\$171,199.84	\$286,400.80
OPERATION EXPENSES					
ADMINISTRATIVE EXPENSE					
Bank Service Charges	100	# #	73.57	100.00	
Office Space Lease	4,200	# #	2,800.00	4,200.00	
Other Space Rental (NO CHARGE)	900	# #	0.00	0.00	
Insurance	3,500	# #	3,525.00	3,525.00	
Office Expenses	1,500	# #	1,522.07	2,556.19	
Legal Fees	8,000	# #	5230.66	10,000.00	
Accounting Audit Fees/AER	3,500	# #	1,150.00	5,000.00	
Telephone Utility	1,440	# #	962.60	1,452.00	
Bylaw Enforcement/Security	1,500	# #	0.00	500.00	
Advertising/Promotion	2,000	# #	2,566.15	2,659.00	
Training for Council/Staff	2,000	# #	345.00	350.00	
Memberships	2,000	# #	412.86	450.00	
Election	0	# #	0.00	0.00	
TOTAL ADMINISTRATIVE EXPENSE		\$30,640.00	# #	\$18,587.91	\$30,792.19
SALARY EXPENSE					
Chief Administrative Officer	20,000	# #	12,218.47	20,331.32	
Land Development Officer	5,000	# #	1989.33	4,641.77	
Honourarium for Council Members/Mayor	4,750	# #	0.00	4,750.00	
TOTAL SALARY EXPENSE		\$29,750.00	# #	\$14,207.80	\$29,723.09
GRANTS and SUBSIDIES					
Eastern Kings Community Centre	7,800	# #	5,200.00	7,800.00	
Small Grants Program	16,000	# #	16,000.00	16,000.00	
Eastern Kings Fire Department	76,000	# #	57,000.00	76,000.00	
EK Fire Department -- Reserve Fund Cert.		# #	0.00	40,000.00	
Emergency Measures Plan		# #	0.00	0.00	
TOTAL GRANTS and SUBSIDIES		\$99,800.00	# #	\$78,200.00	\$139,800.00
FLY PROGRAM EXPENSE					
Employee Wages	40,000	# #	34,042.61	34,042.61	
Vehicle (Gas and Registration)	4,000	# #	2,635.58	2,635.58	
Vehicle (Repairs)	2,500	# #	475.45	475.45	
Bacterial Products	15,000	# #	13,295.93	13,295.93	
Misc. Storage Fees - Buggy	800	# #	1,560.00	1,560.00	
TOTAL FLY PROGRAM EXPENSE		\$62,300.00	# #	\$52,009.57	\$52,009.57
CONTINGENCY EXPENDITURES - (Potentially, EM Plan Costs)					
TOTAL CONTINGENCY EXPENSE		\$11,250.00	# #	0.00	\$0.00
TOTAL OPERATING EXPENSES		\$233,740.00	# #	\$163,005.28	\$252,324.85
NET INCOME /LOSS		-\$16,740.00	# #	\$8,194.56	\$34,075.95