

Rural Municipality of Eastern Kings

Council Meeting Minutes

Tuesday, July 13, 2021 – 6:15 p.m.

In attendance:

Mayor Grace Cameron, Deputy Mayor Danelle Elliott, Councillor Anne McPhee, Councillor Arthur Baker, Councillor Bernadette McInnis, Councillor David Stewart, Councillor Bradley MacDonald, and Chief Administrative Officer (CAO) Sonya Martin.

1. Call to Order

The meeting was called to order at 6:20 p.m.

2. Agenda Approval

An item was added after Old Business for an in camera session to discuss human resource matters, as per Section 119(1)(d) of the *Municipal Government Act*.

It was moved by Deputy Mayor Danelle Elliott and seconded by Councillor Bernadette McInnis that the agenda be adopted as amended. All were in favour and the motion was carried.

3. Conflicts of Interest Declaration – Individual Councillors

Councillors were asked if there were any conflicts of interest with any item on the agenda. Councillor Bernadette McInnis and Deputy Mayor Danelle Elliott noted that they would not be voting on the EKCC Solar Panel Project as they are both affiliated with the Eastern Kings Community Centre to which the Project applies.

4. Minutes Approval

Council reviewed the July 13, 2021 Council Meeting minutes for any errors or omissions. The review noted multiple changes to the document and decided to approve at the September 14th Council Meeting.

5. Audit Presentation of RMEK Financial Statements March 31, 2021 – MRSB – Michelle Burge, CPA, CA, Partner

The Audit draft for discussion purposes was handed out to Council and presented by Michelle Burge with a “question and answer” period afterwards. There were minimal questions put forward. The CAO provided Ms. Burge with a Statement of Operations from a previous audit in order for her to duplicate the format and combination of items so it would be consistent for the constituents and Council’s understanding. Ms. Burge will make the changes to the Audit and send the final to the CAO for approval at the August 10th Council Meeting.

6. Chief Administrative Officer Report

See Appendix A – CAO Report– See Appendix B – Fly Program Report.

7. Old Business

a) RMEK Grant Bylaw – Second Reading – Approval, Adoption - Resolutions

Be it resolved that the Bylaw #2021-01 “A Bylaw to Establish Grant Programs” was read a second time at the Council Meeting July 13, 2021. The resolution was moved by Councillor Bradley MacDonald and seconded by Councillor David Stewart. All were in favour and the resolution was carried.

Rural Municipality of Eastern Kings

Be it resolved that the Bylaw #2021-01 "A Bylaw to Establish Grant Programs" be hereby approved. The resolution was moved by Councillor Anne McPhee and seconded by Deputy Mayor Danelle Elliott. All were in favour and the resolution was carried.

Be it resolved that the Bylaw #2021-01 "A Bylaw to Establish Grant Programs" be hereby formally adopted. The resolution was moved by Councillor Bernadette McInnis and seconded by Councillor David Stewart. All were in favour and the resolution was carried.

b) Covid Warrior Nominations

Council selected 3 nominees for the Covid Warrior Coin. The CAO will transfer the information to the final forms and email to the office of the Lt. Governor of PEI as the deadline is July 18/21.

c) Letter from Minister Thompson -- Land Matters PEI – Grace follow up as per the agenda.

Mayor Grace Cameron provided a statement on the call with Minister Bloyce Thompson:

"I spoke with Minister Thompson on June 30th regarding the letter received from his department. He feels that there is an appetite for subtle changes in legislation; he expects to receive the full report from the Project Team in a week or so and Government does want to address some of the problems noted over the last several years/decades. He feels there is an appetite for forward thinking now and that we can have faith that, even if the problems haven't changed, the solutions will change. The Minister expects to have the report from the Land Matters project public in a few weeks. At this point, we should move ahead with our Official Plan and Development Bylaw work and the conclusion of our project and changes to any legislation should probably sync up early in 2022."

"I was satisfied with our discussion. We discussed some of the challenges facing small municipalities and I think it is now a matter of both parties continuing the work before them, seeing it to fruition."

d) EKCC Solar Panel Project – Review the updates – Approval - Resolution

The CAO reviewed with Council an updated EKCC Solar Panel Project application, noting that the full proposed allocation from the Municipal Gas Taxes would be the one-time payment of 20,337.00 + 12,663.00, a total of 33,000.00. The EK Community Centre has another provincial source to match funds. Deputy Mayor Danelle Elliott, in her role as Manager of the EK Community Centre, also reviewed her most recent meeting with the contractor and the final numbers remain the same, with a noted rebate for the project.

A resolution was read by the CAO after a "question and answer" period. Be it resolved that the Council of the Rural Municipality of Eastern Kings wishes to support the EKCC Solar Panel Project as outlined in the CIP application and does hereby submit this resolution to the Direct Allocation/Notional Allocation Capital Investment Fund, which has been approved at this Council meeting dated July 13, 2021; an investment of gas tax funding for the EKCC Solar Panel Project totalling \$33,000.00 (20,337.00 + 12,663.00).

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

Rural Municipality of Eastern Kings

8. In Camera Session

It was moved by Council Anne McPhee and seconded by Deputy Mayor Danelle Elliott that the meeting move to an in camera session as per Section 119(1)(d) of the *Municipal Government Act* to discuss human resources matters. All were in favour and the motion was carried.

The Chief Administrative Officer left the meeting and, after discussion, it was moved by Councillor Arthur Baker and seconded by Councillor David Stewart that the meeting return to open session.

9. Adjournment

At 9:25 p.m., it was moved by Councillor Arthur Baker and seconded by Councillor David Stewart that the meeting be adjourned. All were in favour and the motion was carried.

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


Danelle Elliott – Acting Mayor


Date


Sonya Martin – Chief Administrative Officer


Date

Rural Municipality of Eastern Kings

APPENDIX A

Chief Administrative Officer (CAO) Report – June 08, 2021

Bank Statement Reports:

CIBC – Souris

1.) CIBC – Cash Account:

Closing Bank Balance on June 30, 2021: **\$76,574.67**

Souris Credit Union

1.) Shares

Business Shares at June 30, 2021: **\$5.02**
Patronage account at June 30, 2021 **\$252.67**

2.) Gas Tax (Restricted Funds)

Balance on June 30, 2021 **\$102,708.40**
Official Cheque – Upland Chq #1 – for May (\$920.00)
Interest **\$67.01**
Closing Balance June 30, 2021 **\$101,855.41**

3.) *New Business Strategic Savings Acct 21-3

GIC (2 year) Transfer to Savings Closing Value : **\$16,729.13**
Interest **\$9.63**
Closing Balance June 30, 2021 **\$16,738.76**

4. Term Certificates

GIC 3 YEAR TERM: Current Principal Balance 2nd year: **\$15,428.67**
Accrued Interest **497.95** | Closing Value: **\$15,926.62**
Maturity Date: '05/14/2022 | Interest rate 2.850%

Total Overall Value at June 30, 2021

Principal \$15,428.67 | Accrued Interest 497.95 | Closing Value: \$15,926.62

CAO NOTES

For Audit – Fill out detailed spreadsheet, final follow-up for Michelle | Developed a summary package and then filled out multiple applications HST - Public Service Bodies rebates; including rebates from 2018-2019 & 2020 & spring 2021 – a total of \$5,207.00.

Income Statement highlights: E&O insurance - \$4159 / Small Grants - \$8,000 / EK Fire Dept. – Q1 19K

Covid Warrior Nominations - Does Council have any Nominations for the Covid Warrior Coin? Deadline is July 18, 2021.

Letter to Minister Myers – Reimbursement of Legal Fees Incurred by Rural Municipality of Eastern Kings – 10 Invoices totalling \$59,846.22 dated 06 July 2021.

Rural Municipality of Eastern Kings

Bell Aliant Tower on Munns Road, can now supply the Municipality with 25 bmps or 50 bmps (90.00 to 150.00 per month). Does council want me to check into the actual costs and a “bundle” with our telephone? The CAO was asked to look into the potential for improved internet in the Council Office as Bell Aliant has a new package to offer; she will report back to Council.

Policy (ies) - for August Council Meeting - Gas Tax Policy for lending to Not-for-Profits, Work Alone Policy for Summer workers (Occupational Health & Safety, WCB)

Bylaw(s) – For August Council Meeting - First Reading of the “Record Retentions Bylaw”

Upland Planning and Design Update – Progress Report for June 2021

1.2 Information Collection and Review – 100% completed / 1.3 Project Brand – 50% completed / 1.4 Engagement Strategy Workshop – 100 % / 1.6 Planning Analysis - 25% totalling \$3120. + 468. Hst = \$3588.00 on CHQ #2 (One cheque per month from Gas Tax Funds – Official Cheques tracked through the Souris Credit Union).

Council approved the Launch Website Logo as proposed by Upland, that is, the most colourful option on page 8 of the Engagement Strategy Document.

Post Secondary Student Program (Skills PEI) – Hired Tammy White, July 5/21 – Fully Funded 15.00/hr +4% vacpay for 35hrs weekly for 10 wks.

Agreement with Skills PEI is from: July 4 to September 11/21.

Provided Orientation, a work alone “guide” and a work plan. Currently working on Records Retention Bylaw – Setting up files, based on retention periods, archiving and disposal method, based on “Schedule A” categories - Restructuring “Schedule A” to suit the needs of the municipality. We should be able to fit most of the records in the existing filing cabinets. We should have a draft of the Bylaw finished for first reading at the August council meeting. We’ve had to purchase some hanging files/folders/frame for the drawers and also a shredder. We’ve rented the resource centre room at \$20/day x 10 days for our student employee.

EDA – Special Projects Program

Hiring Criteria: 12 Weeks only, as this is the current EI requirement. Candidate must have exhausted their EI – Job must be completed by March 31/22 – Min Wage 13.00/hr + 4% vac pay = 13.52 /hr + 8% merces. (Can be topped up). Applicants must be registered on the “Seasonal Jobs Registry”.

The Resource centre office is completely booked with the Centre’s student and our student on Wednesdays only. (Danielle – Aug 29th and Tammy Sept 10th)

I recommend that we post the job to gather as many resumes as possible, with a closing date for Sept.; as applicants have been hard to find. (Both Skills & EDA offices have mentioned this to me.) We have been given the go ahead to find a candidate *and then* confirm approval through the program prior to awarding the position.

Rural Municipality of Eastern Kings

Appendix B – Fly Program Report June 2021 June Fly Report

As every month and season does, June had its similarities and differences. There were many below average temperatures throughout the beginning of June, however, that was coupled with extreme above average temperature during the middle of the month that actually broke records for heat. Compared to last year we recorded an extra 200 mls of precipitation during June. This of course is good for our wells and the water table, but not ideal for blackfly larva and especially mosquito habitats. We have been extremely busy keeping up with the rain falls; assessing and treating to the best of our ability. We have noticed that some mosquito habitats are still drying up before the mosquito larva can grow big enough to be of any concern. Unfortunately, because of the increased rainfall, we are aware that many puddles deeper in the woods that we cannot reach, that do not have the direct sunlight to dry them out, may be causing a bit of a mosquito outbreak.

Because of the increased precipitation, we have been diligent in ensuring we complete a total sweep of Eastern Kings for each pest every two weeks. For two weeks we focus on treating all of the streams for blackfly larva. We then shift to mosquito habitat. Treating this way allows the larvae to develop into its many stages, which allows for the most efficient use of the product and our time. Of course, the hotspots may need to be treated more frequently to ensure none take flight. We would like to mention that after the major rainfall of June 17th, Diligent's Pond has finally begun to empty out. The pond dropped about 12 feet! We have checked the entire perimeter twice since then to ensure there are no trapped ponds creating new mosquito habitat. Thankfully, there are not. Another anomaly we have noticed this year is the early arrival of the nasty horsefly. They seem to have appeared almost a month ahead of any other year. Usually, horseflies don't arrive until the intense heat of late July /early August. This year unfortunately they arrived around mid-June in droves. They are huge and aggressive. We are looking into why this may be. Our first thought is possibly those few intensely hot days that broke records may have allowed them to hatch early.

Another development we are noticing this year is the lack of mosquito larva in areas where tadpoles have recently turned into frogs. Frogs eating larva is well documented but we were still quite shocked by the lack of larva compared to other years, when many new frogs are present. This may be more noticeable this year as the continual rain allowed many ponds to remain full enough to allow many more tadpoles to actually reach the frog stage. Sadly, in many of the previous years, the lack of rain during June meant that many frog habitats were dry before the tadpoles could develop into frogs.

We would also like to mention we have deployed four of the mosquito magnets at the three most useful areas from last year. One has been set up at the East Point Lighthouse, two are set up at the Elmira Train Station, and one has been set up at Mrs. McInnis's. We check them twice a week to ensure they are running and emptied properly. So far, no maintenance has been necessary. Over all we are in a very good position at this point in the season. We are well aware of the trouble areas and the hotspots causing the most concern. We will continue to monitor carefully and treat accordingly, especially if the rain continues as it has.

Thank you,

Vaughan Robertson & Lyndsie Prosser