

Rural Municipality of Eastern Kings

Council Meeting Minutes Tuesday, March 09, 2021

In attendance:

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

Guests: Isobel Fitzpatrick – Municipal Emergency Management Coordinator, Paul Cheverie – Friends of Elmira, Lyndsie Prosser – EK Fly Program and Constituents Susan Sherwood and Donna Campbell-Dixon

1. Call to Order

The meeting was called to order by Mayor Grace Cameron at 7:00 p.m. A quorum was present so the meeting could proceed.

2. Conflicts of Interest Declaration – Individual Councillors

Mayor Cameron asked if there were any conflicts of interest in regards to the agenda. Hearing none the meeting continued.

3. Agenda Approval

Mayor Cameron noted an addition to the agenda as 4(b) Municipal Emergency Management Update by Isobel Fitzpatrick, Municipal Emergency Coordinator. It was moved by Councillor Anne McPhee and seconded by Councillor Arthur Baker to adopt the agenda as amended. All were in favour and the motion was carried.

4. Business

- a) Financial Plan for Fiscal year 2021 – 2022 Presentation (see attached Plan and Powerpoint Presentation Appendix A)

Mayor Cameron provided an overview of the financial situation for the current fiscal year, noting that any surplus showing at present would be taken up by legal fees. She reviewed, line by line, the Financial Plan for the Fiscal Year 2021-2022 which will leave the Municipality with a balanced but very tight budget. There will be no rise in property taxes for the upcoming year.

- b) Municipal Emergency Management Update by Isobel Fitzpatrick

Isobel highlighted the process, noting that the finalization of the EM Plan is imminent. In addition,

- The Emergency Management Bylaw was put in place by the Council.
- The Emergency Management Organization (EMO) template for the RMEK Emergency Management Plan (in common language and common terms) was submitted and first approval, with revisions, given by Provincial EMO.
- Isobel and Patti are currently finalizing the Plan, making the requested changes to send to EMO for final approval.
- More volunteers will be sought for various roles, including in the area of language communications (French, Chinese-Mandarin, Spanish).

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- There will be community training and presentations in the near future.
- The Memorandum of Understanding with the two Reception Centre locations have been signed; first location is the Eastern Kings Community Centre and the second is the Eastern Kings Fire Department.
- All supplies and documents needed to establish a mobile office are in place, including identification lanyards for the Eastern Kings Emergency Management Team.
- Isobel identified the types of emergencies that the area may encounter including storms (ice, wind, snow) and accidents (boat, buses, car pools, hydro workers, ferry, cruise ships and aircraft); this will be further examined in a hazard/risk assessment.
- She summed up by encouraging all residents to have sufficient food and water for each family member and pets for at least 72 hours; all residents should have the “Your Emergency Preparedness Guide” booklet with their plan outlined in it. This booklet is available at the Council Office.

At 7:35 p.m. Mayor Cameron paused her presentation to allow Lyndsie Prosser to present her Annual Report & Findings on the Fly Program 2020.

d) Lyndsie pulled highlights from the 2020 season from April to September. The eight mosquito magnets worked well through the season and will be used again in 2021. She indicated that she and Vaughan were getting calls in regards to sharing information on the Fly Program from other Groups including First Nations – Lennox Island and the Belfast municipality for Point Prim area.

c) Request for Proposal on the Official Plan and Development Bylaw/Gas Tax Funding

Mayor Cameron outlined the steps that Council has taken to move forward with a review and update of the 2013 Official Plan and the Development Bylaw, including the development of the Request for Proposal (RFP), its review and approval by Council, posting of the RFP on the Province’s website for tenders and advertisement in local newspapers. Closing date for responses is March 30, 2021. All documents also available at www.easternkings.ca.

e) Reports from Small Grant Recipients FY 2020-2021

Eastern Kings Senior Neighbours Club – On behalf of the Club, Sonya reported how the funds were expended for the approved project which included: community garden maintenance (grass cutting & tilling, garden supplies and seeds & plants), room rental for the group, and supplies for painting and putting up preserves. The Club will also provide a Seniors Luncheon in March 2021 and a Lobster Dinner in May 2021 as Chief Public Health Office restrictions allow.

Eastern Kings Community Centre – Danelle highlighted that funds helped to cover the cost of the part time Manager position. Events and activities initiated by the Manager annually include: newsletters, Facebook and website updates for events planning, seasonal parties for children, trivia and wings, indoor walking, classes on cooking and preserving, enhancing community gardens and Christmas tree lighting. COVID, of course, had a large impact on activities in 2020. The EKCC has also been identified as a reception centre under the Emergency Plan.

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Appendix A – Financial Plan for Fiscal Year 2021-2022

Line Item	Approved April 1/2020- Mar 31/2021 Financial Plan	April 1/2020- Mar 31/2021 Actuals (Estimate)	DRAFT Financial Plan for FY 2021/2022 Scenario 1 @ .19
Revenues:			
Residential Municipal Taxes	118,893	119,958	122,344
Farm Municipal Taxes	16,133	16,367	15,386
Other NonCommercial Municipal Taxes	49,471	50,566	51,510
Commercial Municipal Taxes	8,567	8,745	8,725
Turbine Municipal Taxes	22,993	24,548	23,995
Municipal Tax Credit	10,681	10,898	10,956
Building Permits/Subdivision/Consolidation Fees	7,500	8,000	8,000
Refund of Previous Year's HST	0	3,074	3,000
Miscellaneous	1,000	0	0
Skills PEI COVID 19 Wage TopUp	0	2,200	0
Safe Restart Funding/Canada Summer Jobs	0	15,738	4,095
Total Revenues	235,238	260,094	248,011
Salary Expenses:			
Chief Administrative Officer	23,146	22,477	31,103
Development Officer/Consultant	12,152	12,508	13,888
Fly Program	34,185	36,272	34,185
Honourarium for Council Members	4,750	4,750	9,500
Canada Summer Jobs			6,930
Operations and Maintenance Expenses:			
Bank Service Charges	95	101	0
Office Space Lease	4,200	4,200	4,680
Other Space Rental (Include Student)	200	0	1,200
Insurance	3,800	3,951	4,000
Office Expenses	1,500	1,500	1,600
Legal Fees	9,950	30,817	10,000
Accounting Audit Fees	4,500	3,450	4,650
Telephone Utility	1,500	1,530	1,560
Bylaw Enforcement/Security	1,500	0	1,500
Advertising/Promotion	2,500	600	1,000
Training for Council/Staff	2,000	305	1,000
Memberships	2,000	1,350	2,000

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Election	0	0	2,500
Workers Compensation Board	0	68	520
Computer Maintenance	0	391	250
CRA Arrears	0	200	0
Covid Expenditures Safe Restart		15,738	0
Fly Program Expenses (Not Incl. Salaries)			
Vehicle (Gas and Registration)	3,000	2,470	2,500
Vehicle (Repairs)	750	0	700
Mosquito Magnets Repair/Maintenance	1,000	1,444	500
Bacterial Products	14,000	13,924	15,000
Storage/Truck Wear and Tear	1,600	1,440	1,600
Grants and Subsidies:			
Eastern Kings Community Centre	7,800	7,800	7,800
Small Grants Program	16,000	13,925	8,000
Eastern Kings Fire Department	76,000	76,000	76,000
Donations	750	696	750
Contingent Expenditures (Potentially, EM Plan Costs)	6,360	1,100	3,095
Total Expenditures	235,238	259,006	248,011
Net Gain/Loss	0	1,087	0

See Separate Document for PowerPoint Presentation

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Eastern Kings Internet & Resource Centre – Bernadette reported details on funds used for the resource centre which included lease cost for photo copier and supplies, summer student wages and telephone expense.

Friends of Elmira – Paul Cheverie expressed how grateful the Friends of Elmira are for the grant approved by the municipality in 2020. It allowed them to upgrade the third floor of the East Point Lighthouse by removing old plaster and nails from the walls and ceilings in preparation for painting. The grant covered labour, paint and garbage disposal fees.

f) Vision East

Mayor Grace Cameron and Mayor Pat O'Connor of Souris West met with staff from Municipal Affairs on February 24, 2021 to discuss Vision East and the Government position, post-COVID. Attending from Municipal Affairs were Tracey Allen, Danny Jenkins and Kevin McCarville. The Municipality of Annandale-Little Pond-Howe Bay was represented by Councillors Michael MacDonald and Bruce Henderson and Souris West Councillor Jim Graham and CAO Sonya Martin were also in attendance.

The position of the Province has not changed; although funds may be tighter, they will still be available to pursue a Municipal Growth Study. Initiative for the Study remains with the Councils and individuals in the area. A further meeting of the three Municipalities will be called to establish a way ahead.

5. Adjournment

At 8:25 p.m., it was moved by Councillor Arthur Baker and seconded by Councillor Bernadette McInnis that the meeting be adjourned. All were in favour and the motion was carried.

Signed in accordance

Municipal Government Act S.116(4)



Grace Cameron – Mayor

March 26, 2021

Date



Sonya Martin – Chief Administrative Officer

March 26, 2021

Date