



Rural Municipality of Eastern Kings

COUNCIL MEETING MINUTES

Tuesday, March 21, 2023 6:15 p.m.

In Attendance: Mayor Larry Fitzpatrick, Deputy Mayor Danelle Elliott, Councillor's Bernadette McInnis, Nathan Paton, Arthur Baker, Don Humphrey, and Chief Administrative Officer (CAO) Sonya Martin. Development Officer, Michelle Paquet Monette. Regrets: Councillor Donna Campbell Dixon

1. Call to Order

The meeting was called to order at 6:11 p.m. A quorum was present so the meeting continued.

2. Conflicts of Interest Declaration – Individual Councillors – MGA 96.(1-8)

Mayor Fitzpatrick noted the conflicts of interest item, which included the budget and any windmill discussion. The CAO then read "Conflict of Interest" 96.1(b) Decision affected by private interest, 96.(2) Decision affected by private interest., 96.3(d) Obligation of Member.

Conflicts of Interest for Item 6.(a) were stated in regards to the budget review. Mayor Larry Fitzpatrick for the Fire Dept portion, Councillor Bernadette McInnis and Deputy Mayor Danelle Elliott in regards to items pertaining to EK Community Centre.

3. Agenda Approval

It was moved by Councillor Arthur Baker and seconded by Councillor Bernadette McInnis to approve the agenda with the addition of 6.(a)(i) budget item review. All were in favour and the motion was carried. [Votes for: 5, Votes against: 0, Result: motion carried]

4. Minutes Approval

February 14, 2023 Minutes

The EK Fire Department letter was added to the Minutes as part of the Budget review. It was moved by Deputy Mayor Danelle Elliott and seconded by Councillor Bernadette McInnis to approve the minutes as amended. All were in favour and the motion was carried. [Votes for: 5, Votes against: 0, Result: motion carried]

March 06, 2023 Minutes

It was moved by Councillor Nathan Paton and seconded by Councillor Arthur Baker to approve the minutes as presented. All were in favour and the motion was carried. [Votes for: 5, Votes against: 0, Result: motion carried]



Rural Municipality of Eastern Kings

March 06, 2023 Minutes

It was moved by Councillor Nathan Paton and seconded by Councillor Arthur Baker to approve the minutes as presented. All were in favour and the motion was carried.
[Votes for: 5, Votes against: 0, Result: motion carried]

5. Chief Administrative Officer (CAO) Reports – Appendix “A”

The Income Statement as at February 28, 2023 was reviewed by the CAO. A list of CAO duties was reviewed for the upcoming audit and financial reporting deadlines and the 25-hour work week.

6. New Business – Resolutions of Council from 2023-2024 Financial Plan

a) 2023-24 Financial Plan Adoption.

The Resolution to adopt the Financial Plan and open further discussions on the budget was read by the CAO. Discussion included instructions from municipal affairs on the surplus and projection of the revenue and, (i) a prior consensus matter was brought up and reference to MGA 119.(1).(c.). was made.

Whereas section 150 of the MGA requires that a Council, on or before March 31st in each year, adopt by resolution a Financial Plan for the upcoming fiscal year and that a public meeting be held in respect of this plan; and whereas the required public meeting was held on March 6th 2023; Be it resolved that the attached 2023-24 Financial Plan (**Appendix “B”**) for the upcoming fiscal year is formally approved and adopted effective April 01, 2023 by the RMEK Council. It was moved by Councillor Bernadette McInnis and seconded by Deputy Mayor Danelle Elliott, all were in favour and the resolution was approved. [Votes for: 4 + 1 abstain, Votes against: 0, Result: motion approved]

b) 2023-24 Eastern Kings Fire Department Remuneration.

Whereas section 14 of the MGA requires that municipalities continued under the Act shall provide fire protection services for all areas of the municipality; and whereas the approved and adopted Financial Plan for fiscal 2023-24 allows for a total of \$90,805.00 remuneration for the fire and first responder services; Be it resolved that for the fiscal year 2023-24, the Eastern Kings Fire Department be paid eleven monthly installments of \$7,567.08 and one monthly installment of \$7567.12, for a total of \$90,805.00 It was moved by Deputy Mayor Danelle Elliott and seconded by Councillor Bernadette McInnis, all were in favour and the resolution was approved. [Votes for: 5, Votes against: 0, Result: motion approved] (**Appendix “C” EKDP Letter**)

c) 2023-24 Eastern Kings Community Centre Grant.

Whereas the RMEK has assisted in funding the EKCC via grants since 2017, and whereas the approved 2023-24 Financial Plan allows for a total of \$7,800.00 for a grant to the EKCC; Be it resolved that for the fiscal year 23-24, the Eastern Kings Community Centre be paid in twelve monthly installments of \$650.00, for a total of \$7,800.00.



Rural Municipality of Eastern Kings

It was moved by Councillor Arthur Baker and seconded by Councillor Nathan Paton, all were in favour and the resolution was approved. [Votes for: 5, Votes against: 0, Result: motion approved]

d) 2023-24 Appointment of Auditor.

Whereas section 172 of the MGA requires that the Council appoint an auditor to conduct annual audits of the finances of the municipality; and whereas the Council is satisfied that MRSB Group is licensed to practice Public Accounting and has the qualification and experience to carry out this municipal requirement; Be it resolved that MRSB Chartered Professional Accountants Inc. Be engaged to perform the mandated audits of the finances of the RMEK for the 2022-2023 fiscal year. It was moved by Deputy Mayor Danelle Elliott and seconded by Councillor Bernadette McInnis, all were in favour and the resolution was approved. [Votes for: 5, Votes against: 0, Result: motion approved]

7. Development Officer (DO) Reports – Michelle Paquet Monette

- a. February Permit Data Report – The DO noted that there were no permits approved in the month of January 2023 and reviewed the 3 permits approved for the month of February 2023 as attached. **(Appendix “D”)**
- b. Upland Phase 4 details – The CAO reviewed the Upland Phase 4 Final Plan & Bylaw details, with Council giving feedback on timelines where possible:
 - 4.1 Final Edits for Official Plan and Bylaw [Early April 2023]
 - 4.2 Upland Presentation to RMEK Council [Mid April 2023]
 - 4.3 Final Draft Public Meeting [To Be Determined - based on 4.2 & will be Advertised]
 - 4.4 RMEK Council Formal Adoption [TBD] & Ministerial Approval.
 - 4.5 Upland Project Wrap Up

The DO presented the feedback documents to Council. The areas that required Councils further input and/or decisions were reviewed and the following updates will be made:

- (i) Under 5.6.9 Wind Turbines – A motion to remove 5.6.9 in its entirety was made by Councillor Nathan Paton and seconded by Councillor Bernadette McInnis and replaced with: *“There is currently one wind farm in Eastern Kings. Council will consider future development of wind turbines through a clear and transparent process. This process carefully regulates development to minimize any potential negative impacts on the natural environment or quality of life, while considering development where benefits may exist for residents.”*

[Votes for: 4, Votes against: 1, Result: motion carried]



Rural Municipality of Eastern Kings

- (ii) A motion to remove "Policy 5-80" in its entirety was made by Councillor Bernadette McInnis and seconded by Councillor Nathan Paton. [Votes for: 5, Votes against: 0, Result: motion carried]
- (iii) Item review of "Objectives in the Official Plan" – There was a consensus of Council not to rework the "Objectives in the Official Plan."
- (iv) There was a consensus of Council to remove "6.11 Gasoline Storage" in its entirety.
- (v) 6.2.1 Solar Collectors. A motion was put forward by Councillor Nathan Paton and seconded by Councillor Bernadette McInnis to remove 6.2.1(a) in its entirety. [Votes for: 5, Votes against: 0, Result: motion carried]

8. Adjournment

The meeting was adjourned at 8:22 p.m. It was moved by Councillor Arthur Baker and seconded by Councillor Bernadette McInnis. All were in favour and the motion was carried. [Votes for: 5, Votes against: 0, Result: motion carried]

Signed in accordance

Municipal Government Act S.116(4)

Larry Fitzpatrick, Mayor

Date

Sonya Martin, Chief Administrative Officer

Date



Rural Municipality of Eastern Kings

APPENDIX "B"



Approved
Financial Plan
2023 - 2024
Tax Rate @ 0.19/100

RMEK FINANCIAL PLAN (Operational & Capital Asset) 2023 - 2024

REVENUE:

Municipal Tax Assessment Income

Residential Municipal Taxes	141,347
Farm Municipal Taxes	16,182
Non-Commercial Municipal Taxes	59,012
Commercial Municipal Taxes	32,917
Turbine Municipal Taxes	24,377
22-23 Dept. of Finance Tax Adjustment:	-2,663
Subtotal Tax Assessment Revenue	271,172

Other Revenue

Building Permits/Subdivision/Consolidation Fees	7,200
Refunds on HST Rebates	875
MCEG Grant rebates from gas tax projects	5,000
Miscellaneous	250
Subtotal Other Revenue	13,325

TOTAL REVENUE: \$284,497

EXPENDITURES:

Wage and Contract Expense

Chief Administrative Officer Wages	43,399
Development Officer Wages	18,054
Fly Program Technician Wages x 2 employees	36,233
Honourarium for Council Members	8,000
Honourarium for Emergency Management Team	1,200
Workers Compensation Board (premium & rebates)	610
Subtotal Wage Expense	107,496



Rural Municipality of Eastern Kings

Administration Expense

Bank Service Charges	10
Office Space Lease	4,680
Other Space Rental	400
Insurance (E&O/D&O + Tenant)	6,600
Office Supplies	2,000
Office Equipment	1,828
Legal Fees	9,000
Accounting - Audit Fees	4,500
Telephone - wifi	1,600
Bylaw Enforcement - Security	1,500
Advertising	650
Training for Council & Staff	650
Travel Allowance	200
Memberships - Annual FPEIM & GeoLinc	1,847
Computer Maintenance & Website fee	580
DataRite - HP parts and service/HP X476 Office Printer	500
Subtotal Administration Expense	36,545

Biting Black Fly Program Expense

Vehicle (Gas, Registration, Permit & Certification)	3,550
Vehicle (Repairs)	800
Bacterial Products	15,000
Storage/Truck Wear and Tear	1,760
Bug supplies	50
Training	250
Field Equipment - electric chainsaw	900
Subtotal Fly Program Expense	22,310

Community Grants & Maintenance

Eastern Kings Community Centre Grant	7,800
RMEK Small Grants Program	9,000
Eastern Kings Fire Dept. - Annual Remuneration	90,805
Donations 700 / Souris High Grad Award Donations 2x400	1,500



Rural Municipality of Eastern Kings

Municipal Community Events	350
Economic Development Projects	1,912
Emergency Management - training & plan expense	300
Contingent Expenditures	1,500
Municipal Sign Maintenance	800
Subtotal Grants & Contingent Expense	113,967
TOTAL EXPENDITURES:	
	\$280,318
Net Income Surplus/Deficit	
	\$4,179

1. RMEK CAPITAL EQUIPMENT PURCHASES 2023-2024

Projection of Equipment Purchases	
Eastern Kings Black Fly Program - Option Vehicles - 2023-2025	
1.) Daihatsu - Hijet Super Jumbo Mini-Truck - possible replacement for Buggy or	\$10,500
2.) Replace John-Deere with similar vehicle	\$28,000
Eastern Kings Office Equipment - 1-2 Years	
To replace current HP OfficejetProX476dw MFP (9 years old)	
Replacement that will provide similar features & number of prints:	
HP Color LaserJet Pro MFP M479fdw (replacement cost)	\$1,380
Development Officer - computer/laptop, software, desk	\$1,828



Rural Municipality of Eastern Kings

2. RMEK CAPITAL ASSET PROGRAM 2023-2024

CCBF (Canada Community Building Fund) "Gas Tax"

Program Fiscal Funding	Installments
2014/15	16800
2015/16	16800
2016/17	17640
2017/18	17640
2018/19	18480
2019/20	20337
2019/20 Top Up	20337
2020/21	20337
2020/21 Top Up	20337
2021/22	24644
2022/23	21261
2023/24	22186
Total CCBF Funds: \$236,799	

RMEK Community Projects:	Number	Funding	Status
Upgrade of the Main Facilities at our Community Centre	40.1.2	26,333	completed
Community Center Energy Upgrades	40.1.4	21,000	completed
Official Plan, Land Use and Planning Bylaw Review	40.2.2	42,470	in progress
RMEK Update on Community Signage	40.2.1	7,300	completed
EKCC Solar Panel Project	40.2.4	33,000	in progress
RMEK Development & Subdivision - Administrative Resources	40.2.5	20,350	in progress
RMEK Fire Dept. Energy Upgrades	40.2.	23,077	pending
Total Community Projects Funding to date:		\$173,530	
Balance of funds for Community Input:		\$63,269	



Rural Municipality of Eastern Kings

APPENDIX "C"

Eastern Kings Fire Department

February 8, 2023

c/o Tony MacDonald

249 Elmira Road, Souris, PE COA 2B0

Rural Municipality of Eastern Kings

c/o Sonya Martin

To Whom It May Concern,

I am writing this letter on behalf of the Eastern Kings Fire Department to first and foremost thank you for your past financial support. The department would not be able to deliver the services we do to the community without the support of the municipality.

As we are all aware, costs of running our households has risen dramatically in the past five years and this is the same for us at EKFD. Heating oil has basically doubled in the past five years, our insurance is up 45-50% in this same time frame, and all the other everyday expenses like utilities, repair and maintenance, and truck fuel have all risen dramatically as well.

When we compare to other smaller departments like Belfast, Murray River, and so on, we are getting by with a lower budget to try to offer the same services. It has been a very tight budget the past few years with our grant from RMEK being solely used to keep the department operational, with very little money left for capital investment in the department.

We did receive an additional \$14,000 from RMEK last spring in the form of a one year grant, and it was a huge help to us. We are requesting that this be made permanent on our yearly payment from Eastern Kings Municipality, so we can set future budgets knowing we have these additional funds to work with.

Honestly, we could use more if it was available but we are also aware and respect the fact that RMEK has other organizations and interests to fund as well, so we do not want those to be impacted by our request.

We would immensely appreciate your consideration on this request.

If there are any questions, please do not hesitate to call me at 902-969-7735.

Thanking you in advance,

Tony MacDonald, Secretary/Treasurer EKFD



Rural Municipality of Eastern Kings

APPENDIX “D”

RMEK DEVELOPMENT PERMITS | SUBDIVISION APPROVALS REZONING AND BYLAW AMENDMENTS FEBRUARY 2023

For more information, please contact Development Officer - Michelle Paquet Monette
T: (902) 357-2894 | W: www.easternkings.ca | E: Developmentofficer.rmek@gmail.com

DEVELOPMENT PERMITS [EKDP]

Permit No.	Date - D/M/Y	Name & Civic Address	PID #	Details
EKDP 01-2023	03/02/2023	Jamie Bruce 708 Baltic Rd., East Baltic	896613	Install Power Service Pole for Electricity to Boat Pad
EKDP 02-2023	03/02/2023	Polaron/Worden/Woodworth 7092 Northside Rd., Lakeville	1084532	Install Rooftop Solar Panels
EKDP 03-2023	10/02/2023	Jason Tompkins 2641 East Pt. Rd., Kingsboro	808483	Construct 2-Story Detached Garage

SUBDIVISION APPROVALS

Permit No.	Date D/M/Y	Name & Civic Address	PID #	Details
S01-2023				
S02-2023				