

**Council Meeting Minutes**

**Monday, October 17, 2022 – 6:30 p.m.**

**Attendance:** Acting Mayor Karri Ferguson, Deputy Mayor Greg Munn, Councillor's Walter Munn and Donna Penny and Interim Chief Administrative Officer, Sonya Martin.

Guest Presentations: Michelle Burge FCPA, CA, MRSB and ATV Club Executive Director – Peter Mellish

**1. Call to Order**

The meeting was called to order at 6:32 p.m.

**2. Conflicts of Interest Declaration – Individual Councillors**

Deputy Mayor Greg Munn indicated a conflict with item 7. (d) of the agenda. No other conflicts were heard.

**3. Agenda Approval**

It was moved by Deputy Mayor Greg Munn and seconded by Councillor Walter Munn to approve the agenda as presented. All were in favour and the motion was carried.

**4. Minutes Approval**

The August 15, 2022 minutes were reviewed by Council. It was moved by Deputy Mayor Greg Munn and seconded by Acting Mayor Karri Ferguson to approve the Minutes as presented. All were in favour and the motion was carried.

**5. MRSB Audit Presentation – Michelle Burge FCPA, CA**

Michelle Burge presented a comprehensive review of the Consolidated Financial Statements for fiscal 2021-2022. This included the Murray River Fire Department. The Statements presented in a positive manner. The *Municipal Government Act* (MGA) 171.(1) states that a council shall in each fiscal year prepare, in accordance with the regulations and the Canadian accounting standards for the public sector .. annual financial statements of the municipality for the immediately preceding fiscal year ending March 31.

- a. The CAO read the resolution to approve the 2021-22 Financial Statements as presented by Michelle Burge. Therefore, be it resolved that the Council of the Rural Municipality of Murray River adopt the financial statements as presented. It was moved by Deputy Mayor Greg Munn and seconded by Councillor Walter Munn to approve the 2021-22 Financial Statements. All were in favour and the resolution was approved.

**6. ATV Club Presentation – Peter Mellish, Executive Director**

Mr. Mellish made a presentation to Council looking for support for the “Share the Road” Pilot Project. He pointed out specific activities, goals and accomplishments of the group to date. A “Q & A” period followed with Council. Council indicated strong interest in the

pilot project moving forward. Mr. Mellish will be in touch with the Municipality in the near future with the requirements for the province.

### 7. Governance - Business

- a. MCEG (Municipal Capital Expenditures Grant). The new PEI Infrastructure Secretariat contract extending this grant were signed by council.
- b. Appointment of Municipal Electoral Officer. The *Municipal Government Act* (MGA) 40.(1) requires that Council shall by resolution, .. in each election year, appoint a municipal electoral officer (MEO) and a deputy municipal electoral officer (DMEO) to be responsible for the administration of the election. It was moved by Deputy Mayor Greg Munn and seconded by Councillor Donna Penny to appoint Sonya Martin (CAO) as the MEO. All were in favour and the resolution was approved.
- c. Transfer of Gas Tax Funds. The *Municipal Government Act* (MGA) 93. (3)(j) states, one or more accounts in the name of the municipality are opened in a chartered bank or other financial institution approved by a resolution of Council. Be it resolved that the Council the Rural Municipality of Murray River approve the Gas Tax funds currently in the Montague CIBC, be transferred to the Provincial Credit Union in Montague to ensure that the CAO has access to account information and that interest is included, which will be applied to any monthly fees. It was moved by Deputy Mayor Greg Munn and seconded by Councillor Walter Munn to instruct the CAO to complete this transaction to the satisfaction of the RMMR Council and the PEI Infrastructure Secretariat. All were in favour and the resolution was approved.
- d. ICIP Hall Project Tender. The CAO read the resolution requested by the PEI Infrastructure Secretariat. It was moved by Councillor Walter Munn and seconded by Councillor Donna Penny that the Council of the Rural Municipality of Murray River award the tender for the Architectural Construction Designs to Nine Yards Inc. All were in favour and the resolution was approved.
- e. Co-Signatory process for Murray River Fire Department. For Council's information a guideline process by Municipal Affairs was given as a handout. This process will help the MR fire department and other groups making requests for short term loans or other funds. Most requests are usually brought forward annually and may be included in the budget.
- f. Review Budget for Sponsorship of Rink Skates and Arena Funding Program Grant. The CAO has been in touch with the PEI Recreation administrator and the Arena Funding Program is not required to go through the municipality. The new Arena Manager Katelyn Johnston was contacted and given all the necessary information to move forward with the grant annually. Council discussed how many skates they would like to support this fiscal year and it was decided that 5 skates would be sponsored. Council deferred any 2022 donation for the Minor Hockey league.

- g. CAO position update. It was noted that there will be two CAO candidates to interview.

**8. Other Business**

- a. Elections 2022 – The CAO reviewed aspects of the election taking place. Nominations from Oct 12 – 21<sup>st</sup>, Extended Nominations from the 21<sup>st</sup> to 28<sup>th</sup> if required.
- b. RMMR Website – Quotes will be requested from Pinwheel Design & Darren Clark to be compared to the current administrator Paul Trainor.
- c. Hut Mast – The hut mast is broken from the hurricane and will require an electrician.
- d. ICIP Hall Project - Public Meeting – Council deferred the public meeting until January after the new council is sworn in and the current contractor in place.

**9. Adjournment**

At 8:21 p.m. the meeting was adjourned. Motion by Deputy Mayor Greg Munn and seconded by Councillor Donna Penny. All were in favour and the motion was carried.

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

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Karri Ferguson - Acting Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sonya Martin – Interim Chief Administrative Officer Date

Appendix “A”

Chief Administrative Officer (CAO) Report

Bank Statement Report(s)

CIBC – Montague

1.) CIBC – General Chequing Account Balances:

Closing Bank Balance on <b>April 30, 2022:</b>	<b>\$36,647.85</b>
Closing Bank Balance on <b>May 31, 2022:</b>	<b>\$45,184.85</b>
Closing Bank Balance on <b>June 30, 2022:</b>	<b>\$52,092.64</b>
Closing Bank Balance on <b>July 31, 2022:</b>	<b>\$60,269.85</b>
Closing Bank Balance on <b>August 31, 2022</b>	<b>\$70,629.13</b>
Closing Bank Balance on <b>September 30, 2022</b>	<b>\$61,027.82</b>
Closing Bank Balance on <b>October 31, 2022</b>	<b>\$68,173.02</b>

2.) CIBC – Savings Account:

Savings Account Balance at <b>October 21, 2022</b>	<b>\$44,760.95</b>
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3.) CIBC – Flexible GIC:

**FLGIC - 00027 – 1 year | \$6,065.31 | Interest 84.91 | Maturity July 6/2023**

**FLGIC – 00043 – 1 year & 2 days | \$4,849.04 | Interest 117.02 | Maturity September 18/23**

4.) CIBC - Gas Tax Account\*

(\*This account does not make any interest, it is affected by fees on a monthly basis.)

Closing Balance on <b>July 31, 2022:</b>	<b>\$111,306.50</b>
Closing Balance on <b>August 31, 2022:</b>	<b>\$111,297.00</b>
Closing Balance on <b>September 30, 2022:</b>	<b>\$111,287.50</b>
Transfer of *CCBF Funds (\$4558.00) from Savings <b>October 21, 2022</b>	<b>\$115,845.50</b>

\*Canada Community Building Funds (Gas Tax)