

Rural Municipality of St. Peter's Bay

August 14, 2025

Dr. Roddie Community Center

Call to Order:

Mayor Ron MacInnis called the meeting to order at 7:30 pm

Attendees:

Mayor: Ron MacInnis

Councilors: Brenda Curran, Jason Sheppard, Bill Milligan, Philip Milligan and Jerry MacKinnon

Guests:

Parth Patel (St. Peter's Bay General Store)

Amber Jenkins (STEP Program)

Approval of Agenda:

It was moved by Councilor P. Milligan and seconded by Councilor B. Milligan that the agenda be approved as presented. **YES: 5 NAY: 0 Motion Carried (535-08-14)**

Adoption of Minutes:

The approval of the May 22/25 minutes was moved by Councilor J. Sheppard and seconded by Councilor P. Milligan. **YES: 5 NAY: 0 Motion Carried (536-08-14)**

Disclosure of Conflict of Interest:

No councilors declared any conflict in the agenda.

Business Arising from Minutes:

None to report.

Financial Report:

A review of all accounts was provided by the CAO and shared with the mayor and council. It was moved by Councilor J. MacKinnon and seconded by Councilor P. Milligan to approve the financial report. **YES: 5 NAY: 0 Motion Carried (537-08-14)**

New Business

Parth Patel of the St. Peter's Bay General Store joined the meeting to share their proposal to the Prince Edward Island Liquor Commission to obtain a Retail Liquor Outlet License at their store and ask for the support of the mayor and council. The mayor and council are in favor of this endeavor, and the CAO will provide a letter of support.

Amber Dennis, STEP Manager Representative, joined the meeting to share an update with the mayor and council regarding a few applications she's been working on for the community and to receive any input or feedback before submission.

She'll be submitting an application for the Beach Infrastructure Program with an amount of \$5000.00 eligible for the community to help with clean-up of the beach area, a potential safe walkway down to the beach, public bathrooms and/or garbage cans. The Development Corporation are also eligible to apply and if they do the community could receive a total of \$10 000.00 toward beach infrastructure.

She has also actively been working with ACOA and Parks Canada to put St. Peter's Bay on the map as a Dark Sky Preserve as well as to bridge the gap between Morell and St. Peter's by lighting the Trail while ensuring it doesn't affect the dark sky preserve and can endure the winter season with snow mobiles and groomers on our trails. She will keep the mayor and council posted on progress of this project application.

The first item of review on the agenda after our guests' departure was the RGI application which was submitted in June and is still in review. However, the CAO wanted to share some revisions made on the application as well as to share that she was moving some projects on the RGI application over to CCBF funding to allow the Fire Department the opportunity to receive RGI funding on the current application.

The community will apply for \$44, 136.08 and the fire department will be eligible to apply for around \$42, 489.74 with a total application of \$86, 625.82. An amendment will need to be made to the current application, and the eligibility amount may change based upon the review and approval process.

It was moved by Councilor P. Milligan and seconded by Councilor B. Curran to approve the RGI application and potential amendments to help secure funding for the Fire Department as well. **YES: 5 NAY: 0 Motion Carried (538-08-14)**

The mayor addressed the members of council regarding the empty seat on council and that ideally a member would come forward to act as the Development Corp liaison. It was decided that Councilor P. Milligan and Councilor B. Curran would share this duty together until another member of council is elected.

The duties of maintenance were discussed while we have summer staff to help complete annual duties that require more than one person. It was decided that the sewer lines should be flushed during the summer season when we have 2 to 4 extra maintenance staff employed. The CAO will direct the maintenance staff to complete this job before staffing projects are completed for the summer.

The CAO has been actively working on closing unnecessary bank accounts over the last year and the account that was set up for the Fiona Insurance money has been emptied to pay off all final Fiona related projects. The CAO asked for the mayor and council's approval to close Bank Account # 4817109862 which has a current balance of 55.82. The CAO will transfer the remaining funds to the General Operating Account and proceed with the account closure.

It was moved by Councilor J. MacKinnon and seconded by Councilor J. Sheppard to close Bank Account #4817109862. **YES: 5 NAY: 0 Motion Carried (539-08-14)**

The CAO shared the approved projects for CCBF funding with the mayor and council and asked if they are still in agreement with each of these and which they feel are priority. The CAO will work on getting tenders out to complete a number of these projects.

The CAO shared with the mayor and council a review of utility bills to date for the Campground canteen and explained that we charge \$1000.00 for rent for the entire season but are putting out significantly more in bills than what we bring in for rent. At season end the CAO will provide our expense total to operate the canteen and work with the mayor and council to find an arrangement that works for future canteen operators but also doesn't put the community in a deficit. Perhaps in future we could forego a rental charge, but operators can pay for the utilities themselves.

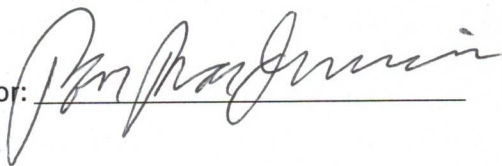
There was a conversation regarding the Day Camp and that it has been running relatively smoothly but that the managerial duties have been lacking, which was a worry from the beginning with a post-secondary student being responsible for staff, multiple children and managerial duties. However, Joelyne Taylor has come forward to act as a liaison between the Camp and the community office and that has been extremely helpful, and things seem to be on track. The CAO will provide revenue vs. expenses at season end and council will review the Day Camp and whether it is something we will continue to operate in the future.

The CAO shared that the maintenance supervisor would like to have their wage re-evaluated. It was discussed and decided upon mayor and council to add \$1.00 to each the maintenance supervisor and CAO's hourly wage.

It was moved by Councilor J. MacKinnon and seconded by Councilor B. Curran to increase the maintenance supervisor and CAO's wage by \$1.00/hr. **YES: 5 NAY: 0 Motion Carried (540-08-14)**

Adjournment It was moved by Councilor P. Milligan and seconded by Councilor J. MacKinnon to adjourn the meeting at 9:05 pm. **YES: 5 NAY: 0 Motion Carried (541-08-14)**

Mayor:



CAO:

