

Council Meeting Minutes

September 2nd 2026 – 6:30pm Community Complex



The regular meeting of the Rural Municipality of Mount Stewart was held on September 2nd 2026 at 6:34pm with the following Council members present:

Mayor: Amanda Myers

Councillors: Chad, Julie, Kevin, Jason, Spencer, Bev

Regrets:

Absent:

Staff: Katharine MacDonald, CAO

Delegations:

1. Call to Order: Meeting was called to order at 6:34pm
2. Declaration of Conflict of Interest of Council Members, Chair, & CAO:
3. **BE IT RESOLVED THAT** the agenda for the Sept 2nd 2026 Council meeting be approved.
Approval of Agenda was moved by Chad and seconded by Jason
4. **BE IT RESOLVED THAT** the minutes of the July 8 2026 meeting of Council be approved.
Adoption of Minutes: moved by Julie, seconded by Jason
5. Delegations:
6. Monthly Report of the Mayor:
 - a. Amanda delivered a verbal report.
 - i. Snow removal – sidewalks
 1. Spencer mentioned losing the Irving will make it more difficult with getting gas for the tractor.
 2. Edit the notice to allow for any other proposals.
 - ii. Ike tournament – define roles about clearing and cleanup
 - iii. Donations for rink
 - iv. Broken door at Eco-Centre
 - v. Corner lot assessment (Egan and Main)
 - vi. Interview for Compass re: Irving; some updates
 - vii. Lines at rink
 - viii. Paint donated
 1. Paint outside around the pickleball court?
 2. Crosswalks?

- b. **BE IT RESOLVED THAT** the Report of the Mayor dated September 2nd 2026 be received. Report of the mayor approved by Bev and seconded by Chad.

7. Staff Reports:

- a. Report of CAO: Katharine delivered a verbal report
 - i. Out of office August 13th to 26th
 - 1. Trained Avery on select tasks (accepting e-transfers and writing receipts)
 - 2. Created document with various procedures for Avery to follow
 - 3. Checked in with Ava regularly about emails, issues, payments
 - ii. Dalmac installed signage, gave minor feedback (one arrow pointing wrong way)
 - iii. Met with Brandon Hood re: rink signage concepts for review
 - iv. Staff
 - 1. Ordered more and completed ROEs for Ava and Avery
 - 2. Completed paperwork submissions for Ava and Avery
 - 3. Reviewed and edited Resolution Index created by Avery
 - 4. Avery continued to improve state of office
 - v. Complex
 - 1. Walkway constructed at Complex to Junkerneckers unit
 - 2. Steve Crane finished up several electrical projects
 - 3. EV chargers finally installed and registered
 - vi. Community garden finished ☑
 - 1. Plants purchased (peppers, ground cherries, tomatillos, several varieties of tomatoes, nasturtiums, strawberries)
 - 2. Boxes all planted and maintained (volunteer/donated plants include yellow beans, green beans, onions, tomatoes, cucumbers, runner beans)
 - 3. Mud kitchen enjoyed by children
 - 4. Staff stained outdoor items to match each other
 - 5. Greenhouse constructed
 - 6. Produce already being picked up and enjoyed
 - vii. Greenhouse raffle
 - viii. Visit from EMO, certification for reception centre at Eco-Centre revoked
 - 1. Need to have Fire Marshal's office complete a new permanent capacity
 - ix. Audit completed in-person with ongoing correspondence
 - x. Worked on CRA issue with payroll discrepancies from early 2025
 - xi. Received Community Meals grant
 - xii. Received one Seniors Secretariat grant
 - xiii. Worked on MCEG 2025/2026 claim – with so many purchases it's been a long process making sure our claim matches up with Infrastructure Secretariat's!
 - xiv. Cracked, leaking toilets at Eco-Centre repaired first, and then after much more leaking reported, two toilets replaced by Chris Lund
 - xv. Received concerns regarding Community Theatre poster
 - xvi. Ongoing visits from Greenfoot at museum heat pump
 - xvii. Communications with tenants
 - 1. Re: funerals, bookings
 - 2. Multiple complaints from Tenant Unit 1

1. Walkway issues
2. Slope of gravel driveway
3. Downspout creating hole in yard
4. Dripping water from heat pump
5. Complaint about “mess” (dust) from installation of door
3. Advance notice of my time out of office to all tenants
4. Request from Legion to clear out closet in tenant unit, and to make payment arrangements for rent
- xviii. Submitted application to be part of PEI Rural Beautification Society Community Spirit Award
- xix. Requested possible replacement options for Kubota for completing sidewalks from Good Equipment
- xx. Drafted snow removal tender for review
- xxi. Received invoice for season-beginning grass cutting from Maxine for \$375 for community properties
- xxii. Processed donations to William Coffin, Desi/Brennan Doyle, Mount Stewart People’s Cemetery, ALS foundation
- b. Financial update for July, Aug 2026

BE IT RESOLVED THAT the report of the CAO and the Financial Update to August 31st 2026 be approved. Moved by Julie, seconded by Chad.

- i. General and Sewer Accounts for approval

BE IT RESOLVED THAT the General and Sewer Accounts for the period ending August 31st 2026 be approved. Moved by Chad seconded by Kevin.

- ii. General and Sewer Journal Entries for approval,

BE IT RESOLVED THAT the General and Sewer Journal Entries for the period ending August 31st 2026 be approved. Moved by Bev, seconded by Julie.

- c. Report of Sewer Operator – July, Aug 2026. Moved by Julie, Seconded by Chad.
 - i. Talk to Matt about the pumps (repairs, replacing)
 - ii. Talk to Matt about rings for sewer pothole thing – Matt Fortier

8. Unfinished Business:

- a. Eco-Centre
 - i. Motion to create an energy upgrades BCSF project at the Eco-Centre, including windows, doors, siding, solar, and replacing gazebo for solar installation. Moved by Spencer, seconded by Chad.
 1. Summary of gas tax project amounts requested.
 - ii. Rink signage – Joe MacLeod Park – Community Rink & Parking (add others as needed) – spending approval moved by Spencer, seconded by Kevin
 - iii. “Welcome” sign by itself – spending approval moved by Spencer, seconded by Kevin
 - iv. Smaller signs as needed – approval dependent on a quote

9. New Business:

- a. Sidewalk Replacement project
 - i. Could we request that the Department of Transportation fill in old indented sidewalk area along Main Street?
 - ii. Make a “shovel ready” project for other streams?
- b. CBDC – leave it for this year
- c. Free hall booking for auction item – approved.
- d. Bryce – approval of plumbing into the unit.
- e. All three updated leases approved.
- f. Spencer brought forward several items:
 - i. Rink Liner needs to be purchased again this winter.
 - ii. We will need to transfer gas tax funds for Jordan’s works at the Rink property.
 - iii. Soffits at Eco-Centre need to be sorted out.
 - iv. Heat pump in Lion’s Club space – not decided.
 - v. Could we buy a sprayer from resident? Katharine asked to check with Olivia.
 - vi. Would we consider raffling off a generator for Fire Fit at ERFD?
 - 1. Moved by Kevin, seconded by Chad

10. BE IT RESOLVED THAT the September 2nd 2026 Council meeting be adjourned at 8:18pm.
Moved by Chad and seconded by Bev

Next regular Council Meeting:

October 7th 2026 at the Community Complex at 6:30pm or as called by Council.