



**Town of Borden-Carleton**

**Special Council Meeting**

**OCT 27, 2020 - 20 Dickie Road, Borden-Carleton, PE**

**7:00pm**

**PRESENT:** Deputy Mayor Randy Ahearn, Councillor Barb Wood, Councillor Nicole Arsenault, Councillor Larry Allen

**ALSO, PRESENT:** Interim Chief Administrative Officer Jim Wentzell

**1. CALL TO ORDER:**

Deputy Mayor Randy Ahearn called the meeting to order at 7:00pm who stated that the purpose of the meeting was to discuss an offer from the Province of PEI for Restart funding as a result of COVID-19.

**2. DISCLOSURE OF CONFLICT OF INTEREST**

Part VI, Section 23 of the Municipalities Act, which maintains that *No member of Council shall derive any profit or financial advantage from his/her position as a member of Council and, where a member of Council has any pecuniary interest in or is affected by any matter before the Council, shall declare his/her interest therein and abstain from voting and discussion thereon.*

No one declared a Conflict of Interest at this meeting.

**3. TOWN'S PARTICIPATION in PROV RESTART PROGRAM**

**3.1 Basic COVIC-19 Funding**

A letter was received from the Minister of Fisheries and Communities dated October 16, 2020 making available to municipalities core funding towards costs incurred as a result of COVID-19. The core funding is based on population and the Town of Borden-Carleton is eligible to receive \$16,029

**Confirmation of Municipal Services and Agreement to Participate Restart Program**

It was duly moved and seconded

WHEREAS the Safe Restart Agreement will provide financial assistance for reopening municipal services in PEI to support critical needs for transit, protection of public health and safety, prepare for potential future waves of the COVID-19 virus, and further support the safe reopening of economies across Canada.

AND WHEREAS a signed agreement to participate reflects the municipality's understanding on shared objectives and terms established by the Safe Restart Agreement between the Government of Canada and the Province of PEI.

AND WHEREAS the Safe Restart Agreement requires a formal resolution outlining participation in the program;

BE IT RESOLVED that the Council authorizes the Town of Borden-Carleton to execute the "Confirmation of Municipal Services and Agreement to Participate.

Moved by Councillor **Nicole Arsenault**. Seconded by Councillor **Barb Wood**,

CARRIED 4 - 0

### 3.2 Enhanced COVID-19 Funding Agreement

The CAO circulated a list of possible expenditures totaling \$45,000 that could be eligible for additional COVID -19 Funding.

Council agreed that the CAO could submit an application for additional COVID-19 funding to enable the Town to carry out the projects outlined by these additional expenditures.

### 4. ADJOURNMENT:

There being no further business Deputy Mayor Randy Ahearn adjourned the meeting at 7:30 pm.

\_\_\_\_\_  
Deputy Mayor Randy Ahearn

\_\_\_\_\_  
Interim CAO Jim Wentzell



Fisheries and  
Communities

Pêches et  
Communautés



Office of the Minister  
PO Box 2000, Charlottetown  
Prince Edward Island  
Canada C1A 7N8

Bureau du ministre  
C.P. 2000, Charlottetown  
Île-du-Prince-Édouard  
Canada C1A 7N8

October 16, 2020

Charles MacKenzie, Mayor  
Town of Borden-Carleton  
167 Industrial Drive PO Box 89  
Borden-Carleton, PE C0B 1X0

Dear Mayor MacKenzie:

**Re. Safe Restart Agreement**

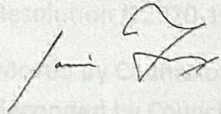
The Province of Prince Edward Island has worked to negotiate the **Safe Restart Agreement** with the Government of Canada. This agreement will provide financial assistance for reopening municipal services in PEI to support critical needs for transit, protection of public health and safety, prepare for potential future waves of the virus, and further support the safe reopening of economies across Canada. Municipalities that are eligible for funding under the Federal Gas Tax Fund in Prince Edward Island will be eligible for funding through the Safe Restart Agreement.

This letter and your agreement to participate reflects our understanding on shared objectives and terms established by the attached Safe Restart Agreement between the Government of Canada and the Province of Prince Edward Island. Municipalities are on the front lines of a safe restart of the economy and need to continue to put in place appropriate precautions to minimize the spread of COVID-19 and manage public spaces and critical services like public transit.

Municipalities and the Province of Prince Edward Island will use these funds for operating costs resulting from the COVID-19 pandemic and response, including those associated with the full range of local services, precautions for public access, personal protective equipment, technology enhancements, additional cleaning and sanitizing protocols, enhanced communication, community outreach and adjustments required for safe public transit. The Province of Prince Edward Island will use these funds to deliver core local services, such as waste management, policing, and planning services provided by the province within many municipalities.

In order to receive funding, complete and return the attached **Confirmation of Municipal Services and Agreement to Participate AND authorizing resolution** of Council not later than November 6, 2020.

Sincerely,

Resolution 2020-10-A Date Passed: Oct 27, 2020  


Jamie Fox  
Minister, Department of Fisheries and Communities

Attachments:

- Confirmation of Municipal Services and Agreement to Participate
- Template Authorizing Resolution from Council
- Safe Restart Agreement Response Letter: Premier of Prince Edward Island

AND WHEREAS a signed agreement to participate reflects the municipality's understanding on shared objectives and terms established by the Safe Restart Agreement between the Government of Canada and the Province of PEI.

AND WHEREAS the Safe Restart Agreement requires a formal resolution outlining participation in the program.

BE IT RESOLVED that the Council authorizes the Town of Borden-Carleton to execute the "Confirmation of Municipal Services and Agreement to Participate"

This resolution 2020-10-A carried by the Council of the Town of Borden-Carleton on October 27, 2020 is certified to be a true copy

Mayor Charles Markowski

CAO Tom Wenzel



**Town of Borden-Carleton**

P.O. Box 89

Borden-Carleton, PE C0B 1X0

Tel: 902-437-2225 Fax: 902-437-2610

Website: Borden-Carleton.ca

**Resolution # - Confirmation of Municipal Services and Agreement to Participate Restart Program**

Resolution # 2020-10-A

Date Passed: Oct 27, 2020

Moved by Councillor: \_\_\_\_\_

Seconded by Councillor: \_\_\_\_\_

\_\_\_\_ Votes for    \_\_\_\_ Votes Against

\_\_\_\_ Carried    \_\_\_\_ Did not carry

WHEREAS the Safe Restart Agreement will provide financial assistance for reopening municipal services in PEI to support critical needs for transit, protection of public health and safety, prepare for potential future waves of the COVID-19 virus, and further support the safe reopening of economies across Canada.

AND WHEREAS a signed agreement to participate reflects the municipality's understanding on shared objectives and terms established by the Safe Restart Agreement between the Government of Canada and the Province of PEI.

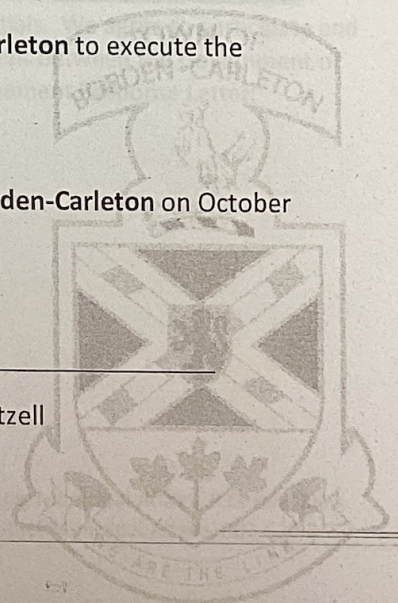
AND WHEREAS the Safe Restart Agreement requires a formal resolution outlining participation in the program;

BE IT RESOLVED that the Council authorizes the **Town of Borden-Carleton** to execute the "Confirmation of Municipal Services and Agreement to Participate.

This resolution 2020-10-A carried by the Council of the **Town of Borden-Carleton** on October 27, 2020 is certified to be a true copy.

\_\_\_\_\_  
Mayor Charles Mackenzie

\_\_\_\_\_  
CAO Jim Wentzell



**Confirmation of Municipal Services and Agreement to Participate**

**Town of Borden-Carleton**

- 1. Base Funding Support:** All municipalities will receive base funding of \$2,000 plus \$19.37 per capita (2016 census). Based on your municipality's population of **724** your municipality is eligible to receive base funding support of **\$16,029**. Base funding support will be disbursed following receipt of your completed **Confirmation of Municipal Services and Agreement to Participate** and authorizing resolution of Council.
- 2. Service Level Funding:** Municipalities that provide more than two of the services (listed below) will be eligible to receive additional service level funding. Municipalities providing higher service levels may incur costs that exceed base funding support in providing local services to their residents during the COVID-19 pandemic in the fiscal year 2020-2021. Service level funding will be based on your confirmation of estimated costs and services your municipality delivers to your residents (table below). Service level funding will be paid to qualifying municipalities in January 2021.

**Service Level Funding – Required Confirmation of Service Delivery Schedule**

Service Delivered to Residents of the Municipality	Service is Provided (X)	Estimated Costs as per Safe Restart Agreement	CAO's Initials	Mayor's Initials
Municipal Water	X			
Municipal Sewer	X			
Fire Protection	X			
Official Plan and Bylaws	X			
Development Inspection and Control	X			
Road Maintenance	X			
Policing	X			
Transit				
Recreation Programming	X			
Municipally Owned Public Facilities	X			
Other (specify) _____				
Total Estimated Costs				

We confirm the municipality provides each of the services indicated above by our initials. We agree to participate and understand the shared objectives and terms established by the Safe Restart Agreement between the Government of Canada and the Province of Prince Edward Island as outlined in the Safe Restart Agreement Response Letter:

\_\_\_\_\_  
Signature,  
Chief Administrative Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature  
Mayor

\_\_\_\_\_  
Date

Please complete this form and return by November 6, 2020 to; [municipalaffairs@gov.pe.ca](mailto:municipalaffairs@gov.pe.ca), Municipal Affairs, P.O. Box 2000, Charlottetown, PE, C1A 7N8, or by fax: 902-569-7545. For further information, please contact Municipal Affairs, 902-620-3558.

Town of Borden-Carleton - COVID-19 ENHANCED EXPENDITURES  
Possible COVID-19 Expenditures

	Water	Sewer	Fire	Planning	Inspection	Roads	Policing	Recreation	Facilities	Cost
<b>Safety Percussions</b>										
Strategic location sanitators stations	100		200					700	300	1,300
Protocol to enter/use facilities/supplies	50		100					100	50	500
Emergency Comfort Centre - Generator									10,000	10,000
Personal protective Equipment				200				200	200	0
Masks/Shields /Hand out to public?	100	100	200	200				200	200	1,000
technology enhancements				3,500						0
Tablets for Council & Staff								400		3,500
Remote access to town databases	400	400						300		1,200
Data Terminal for Electronic Payments - Eliminate handing Cash	300	300								900
Additional Cleaning and sanitizing protocols			200					800		200
Arena public Areas									500	800
Town Hall access									3,000	500
Library improvements										3,000
Enhanced communications										0
Newletters/Flyers /Posters/Signs/Mailings	500	500		500				500	500	2,000
Use of Facebook/Website/ update information	500	500						500		2,000
Data collection, proper mailing addresses, email,phone numbers	500	500						500		1,500
Community outreach										0
Education to organizations/Businesses				300						300
Database of protocols being used throughout the community				400						400
Awards for COVID-19 champion of the month (6)				600						400
Links to Fed/Prov information				0						600
Encourage use of COVID-19 App				0						0
COVID coordinator (10 weeks) (\$15/hr)				6,500						6,500
Public Information signage								9,000		9,000
<b>TOTAL COST</b>	<b>2,450</b>	<b>2,300</b>	<b>700</b>	<b>12,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,000</b>	<b>14,550</b>	<b>45,000</b>

- 1 Sanitizers - Strategic points along the Trail/ in Parks & Playgrounds
- 2 Generator for Emergency Power for EMO Center
- 3 Are there occasions we want to hand out masks? Events? Public meetings?
- 4 Tablets to use at meetings and to view email (ipads would be double cost) (Previously talked about)
- 5 Access to Sage by Holly and part time staff vis Remote access (Sage fees)
- 6 Debit Machine at Town Hall and Arena Canteen - eliminates cash payments (needed anyway)
- 7 Additional Cleaning by staff & Cleaner
- 8 We can recover existing newsletter costs by piggy backing on what we send out now
- 9 Facebook/Website needs regular updating (catch up needed would incur this cost anyway)
- 10 Data collection, needed anyway, can be done by COVID coordinator will be done faster this way.
- 11 Part of EMO planning, know what protocols businesses have in place for COVID
- 12 Get the public and school interested in COVID - Encourage nominations for COVID Hero of the month
- 13 Costs towards an outdoor Electronic Information Sign for the Town (coshare cost with business)

# Safe Restart Agreement Response Letter, Premier of Prince Edward Island

The right of the people of Prince Edward Island to life, liberty and security of the person is protected by the Charter of Rights and Freedoms. The Government of Prince Edward Island is committed to ensuring that the Charter of Rights and Freedoms is respected and that the rights of all people are protected.

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## Testing, contact tracing, and data management

The goal of this investment is to help provinces and territories build a collective capacity to test, contact tracing, and data management. The Government of Canada will provide \$4.25 billion to help provinces and territories build a collective capacity to test, contact tracing, and data management.

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- supporting to enhance the national and provincial contact tracing, contact tracing, and data management capacity.
- supporting the work taken to develop a national contact tracing, contact tracing, and data management capacity.
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## Health care system capacity

The Government of Canada will provide \$4.25 billion to help provinces and territories build a collective capacity to test, contact tracing, and data management. The Government of Canada will provide \$4.25 billion to help provinces and territories build a collective capacity to test, contact tracing, and data management.

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# Safe Restart Agreement Response Letter: Premier of Prince Edward Island

The Right Honourable Justin Trudeau, P.C., M.P.  
Prime Minister of Canada  
Office of the Prime Minister  
Ottawa, ON K1A 0A2

Dear Prime Minister:

To protect the health of Canadians, all governments continue to work together effectively to manage the impacts of the global COVID-19 pandemic.

As part of these ongoing collaborative efforts, I am pleased to accept additional federal resources to support critical needs over the next six to eight months through the Safe Restart Agreement. These investments will help to protect public health and safety, prepare for potential future waves of the virus, and further support the safe reopening of economies across Canada.

First Ministers recognize that the Territories face distinct challenges and circumstances, which will need to be addressed separately. First Ministers also recognize that smaller jurisdictions like Prince Edward Island may require funding adjustments beyond *per capita* allocations.

This letter outlines Prince Edward Island's funding priorities under the Safe Restart Agreement reached between Canada and Prince Edward Island to reflect our understandings on shared objectives and the funding commitments made in the seven priority areas. This letter, and its Appendix, represents the entire Safe Restart Agreement and terms reached between our two governments.

Prince Edward Island's specific allocation and other distribution details for each priority area are also set out and confirmed in the Appendix forming part of this correspondence.

## Testing, contact tracing, and data management

The goal of this investment is to help provinces and territories reach a collective capacity to test up to 200,000 people per day across Canada, as well as to improve their contact tracing capacities.

The Government of Canada will provide \$4.28 billion to support provinces and territories with the costs of establishing and increasing their capacity to conduct testing, perform contact tracing, and share appropriate public health data that will help fight the pandemic. Funding and support will also be provided to provinces and territories to improve and modernize data management across Canada, to help all orders of government coordinate their efforts to contain the virus. Provinces and territories will share relevant information and data, including disaggregated data (e.g. race-based and other demographic data), to the extent possible.

Recognizing the investments made since the start of the pandemic, Prince Edward Island will continue to invest in testing, contact tracing, and data management efforts including, but not be limited to:

- continuing to enhance the targeted and strategic testing protocols, contact tracing, epidemiological surveillance, and data management undertaken by the province;
- supporting the work taken to develop in-province testing capacity, reach the current capacity of 3,000 tests per week and expand to a projected surge capacity of 5,845 tests per week;
- maintaining our aggressive approach to detection and isolation of new cases, follow-up with close contacts to break chains of transmission, prevention of outbreaks, managing the risk of importation, and facilitating isolation;
- supporting health care and other essential services workforces; and
- investing in physical infrastructure, technology, supply chain (testing equipment and consumables), and human resources to support this approach.

Testing supply and procurement data, including preliminary estimates, have been shared with Health Canada and will continue to be updated and shared by Prince Edward Island.

Prince Edward Island may also collaborate with the federal government on exposure notification and contact tracing efforts.

## Health care system capacity

COVID-19 has increased the demands on health care systems across Canada and placed additional strain on mental health. This investment is intended to support the health care services and mental health supports that Canadians rely on, as each jurisdiction addresses the impacts of COVID-19.

The Government of Canada will provide \$700 million to support health care systems capacity to respond to a potential future wave of COVID-19. A further \$500 million will address immediate needs and gaps in the support and protection of people experiencing challenges related to mental health, substance use, or homelessness. This investment will help to keep Canadians safe and healthy with the health care supports they need.

Prince Edward Island will continue its efforts to support the needed capacity in the health care systems, including mental health and problematic substance use supports, in priority areas including, but not limited to:

- supporting a continuum of care for those experiencing challenges related to mental health, substance use, or homelessness;
- enhancing capacity for preventative care and to respond to any future outbreaks;
- enhancing delivery of virtual care and other alternative delivery of health services;
- addressing backlogs, including delayed procedures and deferred services;
- enhancing protocols for infection prevention and control;
- providing access to human resource supports, including short-term training needs;
- supporting health care innovation and rapid deployment to health care sectors;
- operating psychiatric urgent care clinics to reduce strain on the emergency departments and limit potential exposure to infection;
- making additional counseling and support services available, including building capacity for virtual delivery of risk assessments, stabilization, counseling, programming, safety planning, and connection to services;
- providing safe facilities and accommodations, including renovation or retrofitting of spaces as well as additional cleaning and sanitizing protocols;
- supporting transportation and delivery services to meet essential needs; and
- enhancing communications and community outreach.

## Vulnerable populations

Canadians receiving long-term care, home care, and palliative care are at an increased risk of more severe cases of COVID-19. As the economy restarts, it is important to have continued protections and supports in place for seniors, and provide health and social supports to other vulnerable populations.

The Government of Canada will provide \$740 million to support costs over the next six to eight months for measures aimed at controlling and preventing infections. This could include addressing staffing issues, in long-term care, home care, and palliative care facilities and services and other vulnerable populations.

Prince Edward Island will continue to support its vulnerable populations, including in areas such as, but not limited to:

- supporting nursing homes and community care facilities (public and private), palliative care, the provision of home care, residential services, inmates in correctional facilities, persons with disabilities, individuals experiencing homelessness and individuals with underlying medical conditions or compromised immune systems, including services delivered by community partners;
- investing in capital and technology;
- investing in human resource priorities and non-wage workplace supports, including profession development;
- enhancing one-on-one services and respite support;
- supporting transportation and delivery services to meet essential needs;
- providing safe facilities, accommodations, and access to self-isolation, including renovation or retrofitting of spaces as well as additional cleaning and sanitizing protocols; and
- enhancing communications and community outreach.

## Municipalities and transit

Municipalities are on the front lines of a safe restart of the economy, and need to continue to put in place appropriate precautions to minimize the spread of COVID-19 and manage public spaces and critical services, like public transit.

The Government of Canada will contribute up to \$2 billion to support municipalities with COVID-19 operating costs for the next six to eight months. Provincial and territorial governments will continue to support municipalities, and will cost-match federal supports with investments flowed this fiscal year for operating costs.

In addition, the Government of Canada will also contribute more than \$2.3 billion to support any additional contributions by participating provinces or territories for public transit operating costs.

Funds for municipal and transit investments will be cost-shared 50/50. Contributions for municipal supports will recognize provincial and territorial operational investments flowed from April 1, 2020. This will include the roughly \$28 million in funding budgeted by Prince Edward Island to support municipal operations during the fiscal year 2020-2021. Funding to municipalities will not result in the claw back of other forms of planned municipal assistance.

Prince Edward Island will use these funds to:

- support municipalities for operating costs resulting from the COVID-19 pandemic and response including those associated with the full range of local services, precautions for public access, personal protective equipment, technology enhancements, additional cleaning and sanitizing protocols, enhanced communication and community outreach;
- safely deliver core local services provided by the province within municipalities as part of the response to COVID-19; and
- support adjustments required for safe public transit by working through the public-private partnership arrangement on public transit.

Eligible recipients will include those as defined under the Federal Gas Tax Fund in Prince Edward Island.

## Personal protective equipment (PPE) for health and non-health workers

COVID-19 has added significant pressure to the procurement and supply of PPE for essential health workers and others. Both orders of government have made significant investments in this area and worked collaboratively to ensure availability of the required equipment at all stage of the pandemic.

To support the restart of the economy, the Government of Canada will commit \$4.05 billion to purchase PPE for national distribution to provinces and territories, \$500 million to support the purchase of PPE for the non-health sector, and commit \$3 billion directly to provinces and territories for previous and planned PPE investments. To facilitate future procurement, provinces and territories will regularly share relevant PPE-related data with the Government of Canada.

## Child care for returning workers

The Government of Canada is working with provinces and territories to ensure sufficient child care is available so parents can gradually return to the workplace.

The Government of Canada will provide \$625 million to help the sector adapt to the COVID-19 environment and address the reduced availability of child care spaces and the unique needs stemming from the pandemic.

Prince Edward Island will continue to take measures to support up to 152 child care centres expand their capacity to ensure a sufficient supply of spaces for approximately 6,000 children including, but not limited to:

- hiring additional staff to meet requirements for higher staff to child ratios;
- providing staff supports including training;
- enhancing cleaning and sanitizing protocols;
- implementing adaptation measures including retrofitting and expansion as required;
- supporting the purchase of additional equipment and material required as a result of smaller group sizes and separation; and
- supporting the implementation of safety measures for staff, including personal protective equipment.

## Pan-Canadian sick leave

To safely restart the economy, Canada must ensure that workers do not return to work if they have COVID-19 or are showing symptoms.

To encourage workers to remain at home and seek public health advice if they are showing symptoms, the Government of Canada will fund and deliver a new temporary income support program. The estimated \$1.1 billion program will support workers who do not already have access to other paid sick leave. The federal government is responsible for all current and future costs of this program.

Prince Edward Island has taken measures to provide job protected leave for employees through an amendment to the *Employment Standards Act*, which came into force effective March 16, 2020. The amendment created an emergency leave of absence for employees who are prevented from performing their work duties because of an emergency. Emergencies are defined to include public health emergencies as well as orders of the Chief Public Health Officer in Prince Edward Island, which currently include COVID-19 related measures that may prevent employees from attending work. The leave is open-ended and lasts as long as the employee is prevented from returning to work as a result of the emergency.

First Ministers believe this funding must quickly be put to use to protect the health and safety of our citizens and to truly help restart the economy. In order to do so, the funding for all priorities will be transferred to Prince Edward Island through a direct single transfer. This single transfer is in addition to a September transfer for the second tranche of testing funding and is apart from the federal Pan-Canadian Sick Leave program and federal in-kind spending for testing, contact tracing, and data management and PPE.

Prince Edward Island will continue to publically report on its actions, to maintain transparency and accountability to the citizens it serves.

Canadians have been well served by the strong, collaborative efforts demonstrated by First Ministers throughout the COVID-19 pandemic. All First Ministers reaffirm their commitment to this approach, while they continue to address their top shared priority, the well-being and safety of all Canadians.

I look forward to the implementation of the Safe Restart Agreement and our continued collaboration.

Sincerely,

Honourable Dennis King  
Premier of Prince Edward Island

# Appendix - Canada - Prince Edward Island Safe Restart Agreement Investment Details

1. **Testing, Contact Tracing, and Data Management**
  - a. Federal Investment (\$M) - \$4,282
  - b. Allocation Details
    - *Per capita* allocation;
    - \$3,000 cash transfer in two installments;
    - \$1,282 in transfers and federal support
  - c. Prince Edward Island Allocation (\$M) - \$12.540
2. **Health Care System Capacity**
  - a. Federal Investment (\$M) - \$1,200
  - b. Allocation Details - *Per capita* cash transfer
  - c. Prince Edward Island Allocation (\$M) - \$ 5.016
3. **Vulnerable Populations**
  - a. Federal Investment (\$M) - \$740
  - b. Allocation Details - *Per capita* cash transfer
  - c. Prince Edward Island Allocation (\$M) - \$3.093
4. **Municipalities and Transit**
  - a. Federal Investment (\$M) - \$2,000 (municipalities) + \$2,300 (transit)
  - b. Allocation Details
    - Municipalities - *per capita* cash transfer, cost shared at 50/50;
    - Transit - cash transfer as applicable, cost shared at 50/50;
    - Provincial and territorial operational investments flowed from April 1, 2020 are recognized
  - c. Prince Edward Island Allocation (\$M) - \$ 8.360
5. **PPE**
  - a. Federal Investment (\$M) - \$7,550
  - b. Allocation Details
    - \$3,000 *per capita* cash transfer;
    - \$4,550 in federally-delivered support
  - c. Prince Edward Island Allocation (\$M) - \$ 12.540
6. **Child Care for Returning Workers**
  - a. Federal Investment (\$M) - \$625
  - b. Allocation Details - Base (\$2M/jurisdiction) plus *per capita* cash transfer
  - c. Prince Edward Island Allocation (\$M) - \$4.504
7. **Pan-Canadian Sick Leave**
  - a. Federal Investment (\$M) - \$1,100
  - b. Allocation Details - Federal Delivery