

**Rural Municipality of Kinkora
Regular Meeting of Council
April 27, 2020**

Present: Deputy Mayor Colin Montgomery, Councilors Roy Cook, Lesley Cousins, and Andrew McCarville

Absent: Mayor Robert Duffy

Meeting Chair: Deputy Mayor Colin Montgomery

Meeting Recorder: CAO Tina Harvey

1. **Call to Order:** 7:01 pm
2. **Reminder that the meeting is recorded and reminder of Code of Conduct and Conflict of Interest bylaws and that the meeting is being streamed via Facebook Live**
3. **Review/Additions to the Agenda**
4. **Approval of Agenda**

MOTION: Moved by Andrew McCarville and seconded by Lesley Cousins *"to approve the agenda as presented"*. All in favour. Motion carried.

5. **Public Presentations** – none

6. **Review/Approval of Minutes**

Regular Meeting February 24, 2020

MOTION: Moved by Andrew McCarville and seconded by Lesley Cousins *"to approve the minutes for the February 24th meeting"*. All in favour. Motion carried.

Financial Plan Public Meeting March 9, 2020

MOTION: Moved by Lesley Cousins and seconded by Andrew McCarville *"to approve the minutes from March 9th."* All in favour. Motion carried.

Special Meeting March 31, 2020

MOTION: Moved by Andrew McCarville and seconded by Lesley Cousins *"to accept the minutes from the March 31st special meeting."* All in favour. Motion carried.

7. Business Arising from the Minutes

Nurses' Room Phone – Eastlink has installed the new line

Leaking Roof – no further evidence of a leak, will keep an eye on it

Black Fly Program – the cost of the program is not added onto village residents' taxes

8. Correspondence

a) **FPEIM Invoice** – Received an invoice to renew membership in the Federation of PEI Municipalities at a cost of \$ 719.87

MOTION: Moved by Andrew McCarville and seconded by Lesley Cousins *“that we pay our dues in the amount of \$719.87.”* All in favour. Motion carried.

b) **Thank you from McKenna's** – Letter of thanks to council and all the volunteers who work tirelessly for the community. *“We want to thank you for making our community a fun filled place to raise a family.”* – Gordie, Andrea, Coy, Alexandra and Charlie McKenna. They also dropped off a gift basket.

9. Reports

a) **Fire Department** – no report

b) **Planning Board** – no report

c) **Administrator** – written report attached

1. **Sidewalk Tenders** – Council agreed to use the provincial procurement website to advertise the tenders. Bridge financing will be revisited if it becomes necessary.

2. **Gas Tax CIP for Heritage Park Stone**

MOTION: Moved by Andrew McCarville and seconded by Lesley Cousins *“to cancel the gas tax funding that's outstanding for community centre signage.”* All in favour. Motion carried.

3. **Sewer Invoicing** – Council decided to postpone invoicing for the April – September period until July 1 and will revisit at June's regular meeting of council.

4. **Outstanding Invoices** –

MOTION: Moved by Andrew McCarville and seconded by Lesley Cousins *“to write off outstanding debt from 13 Somerset Street and dismiss any debt resulting from billing errors.”* All in favour. Motion carried.

5. **Somerset Ice Cream Bar:** As there is no fee listed in the Development Bylaw for signage, the current application will not have a fee charged and the bylaw will be revisited.

d) **Finance** – Verbal report given by Colin Montgomery

The 2020-2021 Financial Plan was approved last month and sent into the provincial government. Documents for the 2019-2020 year are ready to be dropped off with the accountants.

e) **Bingo** – no report

f) **Facility** – no report

g) **Sewer and Utility** – no report

h) **Parks, Recreation and Youth** – Verbal report given by Andrew McCarville

The rink is closed. CAO is waiting to hear back from communities similar to Kinkora on how they manage ballfield costs.

i) **Events** – Verbal report by Lesley Cousins

Since the last full council meeting there was a Festival of Small Halls meeting, but the Festival was cancelled shortly afterwards due to COVID-19. Our National Volunteer Week Tea was cancelled...we're looking at a new date in the fall depending on how things go. We've had one cancellation for a wedding so far, and one may be moving to next year. Somerset Festival is moving ahead with planning and a decision will be made by the middle of June.

j) **Emergency Services** – Verbal report by Roy Cook

The COVID-19 pandemic is being managed by provincial and federal guidelines and we are adhering to all government recommendations.

10. New Business

11. Old Business/Carry Forward Items

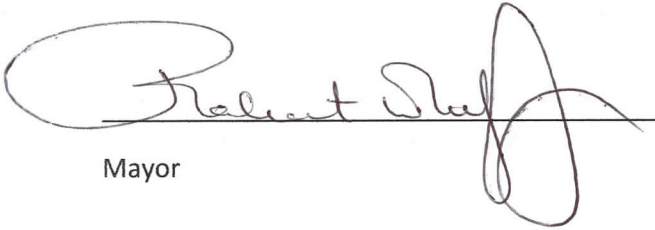
a) **Welcome to Kinkora Signs** – Expecting a quote from Duffy Construction

b) **Dumpster Rental for Spring Cleanup** – Put on the back burner until Spring 2021

12. **Date of Next Meeting** – Monday, May 25, 2020 at 7:00 pm.

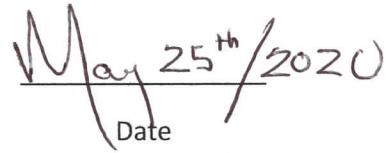
13. **Meeting Adjourned**

MOTION: Moved by Roy Cook and seconded by Andrew McCarville "to adjourn the meeting for this April 27th at 7:37 pm." All in favour. Motion carried.



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Mayor



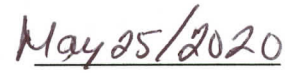
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Date



Handwritten signature of Tina Hawey in cursive, written over a horizontal line.

Chief Administrative Officer



Handwritten date "May 25 / 2020" written over a horizontal line.

Date

Administrator's Report – April 27, 2020

1. Black Fly Program Update – Spoke to Dale Wood and as of Saturday night they could apply for permits. Everything is ready to go for the first round. Dale came out to take a look around and made note that there are a lot of gloves showing up in the lagoon and this will cause a big problem for our system. What is seen floating on the top is about only 10% of what is in the lagoon. Several communities are having issues with this right now. This will be in the May community newsletter that's coming out this week as well as our Facebook page.
2. Fiscal Year End – All documents are boxed up and ready to drop off at BDO in the next day or two. Now that we've approved minutes from the February and March meetings, those can be included.
3. Generator Update – the generator was set to arrive at Chandler late last week. If the pad and electrical can be completed this week, Jordan Chandler would like to have it delivered and in place by week's end. Subcontractors are in contact with Jordan about this.
4. Sidewalk Tenders – WSP has tender packages ready for the Anderson Road Sidewalk Extension (to the west end of the village) that the municipality is using some gas tax money towards. Luc Van Hul would like to know if council wants to put an ad in the paper advertising the tender or use the government procurement website. In addition, bridge financing will likely be required. There is currently \$178,239 in the gas tax account with another \$50,000 to be deposited in July, totalling \$228,239. The Gas Tax CIP was put in for \$351,000 with another \$40,000 allocated when another project was cancelled. Gas Tax funds can be used to pay interest.
5. Heritage Park Stone – this was submitted as a Gas Tax project several years ago. From what I can gather, this was not completed using Gas Tax funds, so Jesse MacDougall requires a council resolution to cancel this project. The allocated money can then be put toward another project.
6. Sewer Invoices – Council had already agreed to delay the April to September round of sewer invoicing until the middle of May and revisit at that time. What would council like to do at this time? Also, there are some outstanding sewer invoices that should be a) written off and b) taken out of our system because residents have already paid them (this is from the period of August 2018). Some residents have been in over the last year with their receipts showing proof of payment while other residents no longer have those receipts. When the sewer and community databases were merged in Sage there were discrepancies that have come to light. The databases have now been cleared up and separated again. A council resolution will be required to do this and with the accountants working on cleaning up year end, this would be a good time.
7. Grass Cutting Tenders – this year's grass cutting tenders went out last week, closing on May 6 at 4 pm. All sidewalk trimming is included, as is garbage removal from both the ballfield and Heritage Park.
8. Development Permit rate for signage

Jena Hawley