

**Rural Municipality of Kinkora
Special Meeting of Council
November 16, 2020**

**The purpose of this special meeting is to discuss moving forward with
the proposed municipal daycare project**

Present: Mayor Robert Duffy, Councilors Roy Cook, Andrew McCarville, Marisa McNeill, Colin Montgomery, and Roger Shea

Absent: Lesley Cousins

Meeting Chair: Mayor Robert Duffy

Meeting Recorder: CAO Tina Harvey

1. **Call to Order:** 7:00 pm
2. **Reminder of Code of Conduct and Conflict of Interest bylaws and that the meeting is recorded**
3. **Review/Additions to the Agenda**
4. **Approval of Agenda**

MOTION: Moved by Colin Montgomery and seconded by Roy Cook *"to approve the agenda"*. All in favour. Motion carried.

5. **Discussion of proposed municipal daycare** – update by Planning Board Chair Colin Montgomery with written outline attached.

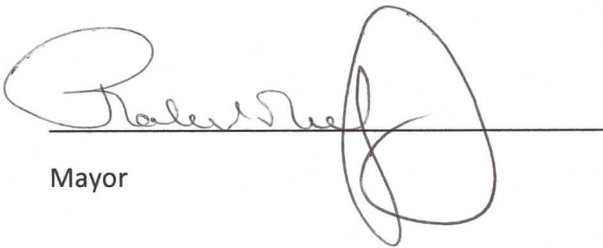
The proposed daycare would fall under a portfolio like other council committees and would require a council member to act as chair. Monique McClean from the Early Childhood Development division of the Department of Education and Lifelong Learning will come view the space during the daytime to verify whether there is enough natural light to meet requirements. With a free pre-K program being offered by the government in September, there may be infrastructure funding on the way. At October's special meeting, Minister of Communities Jamie Fox confirmed his department would approve Rural Jobs Initiative funding for one position to get the daycare service plan developed. An application would have to be submitted for this funding and the position posted. The proposed salary of \$17.00 an hour would need council approval as it is above the \$15.60 that the RJI provides for. This is time sensitive as the committee would like to have this position start on December 7, 2020.

MOTION: Moved by Colin Montgomery and seconded by Roy Cook *"to provide funding to top up the wage to \$17.00 an hour so the municipality will provide an extra \$1.40/hour for the 11 to 14 weeks."* All in favour. Motion carried.

MOTION: Moved by Colin Montgomery and seconded by Andrew McCarville "to nominate Marisa (McNeill) as chair for the Kinkora Early Learning Centre committee." All in favour. Motion carried. A new chair will be appointed for the sewer portfolio.

6. Adjournment

MOTION: Moved by Andrew McCarville and seconded by Colin Montgomery "to adjourn the meeting at 7:16 pm." All in favour. Motion carried.



Mayor

Nov 23 / 2020
Date



Chief Administrative Officer

Nov 23/2020
Date



RURAL MUNICIPALITY OF KINKORA

Mission Statement

The mission of the Kinkora Early Learning Centre is to provide a high-quality program that allows children to learn and develop to their fullest potential delivered by nurturing employees

Key Values

- Safety
- Respect
- Inclusion
- Community

Scope of Operations

Starting with 20 kids aged 22 months to school age with the intent to expand this scope to infants and before/after school programs.

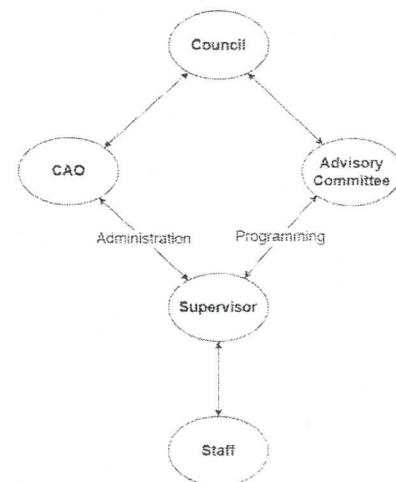
Management Structure

Rough management structure for the daycare will have the structure in this image.

Day to day management of the center will be handled by municipally hired staff

Administrative issues or questions will be directed to the CAO.

Programming issues or questions will be handled by the Advisory Committee. Members of the committee are still to be confirmed, but we have 3 members of the community committed. Representative(s) from council required.



Budget

Initial capital costs are estimated at \$10,000 and include desks, chairs, shelving, education/play materials, and minor modifications to the facility (if required to become licensed). Minister Jamie Fox has verbally committed to funding a percentage of these costs. Other community or government funding opportunities may be available as well.

Operating costs are still unknown. Budget will be provided in the coming weeks as we continue.

Timeline

The committee is planning on an opening date of March 22nd, 2021 (1st Monday after March break). A subject matter expert will need to be hired by Dec 7th with other employees to follow in February of 2021.

Needs

Approval from council to hire a subject matter expert at \$17/hr for 14 weeks. The Rural Jobs Initiative funding will cover \$14.60/hr. Municipality will need to cover \$1.40 per hour for the 14 weeks or approximately \$800