

**Rural Municipality of Kinkora
Regular Meeting of Council
October 26, 2020**

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

Meeting Chair: Mayor Robert Duffy

Meeting Recorder: CAO Tina Harvey

1. **Call to Order:** 7:03 pm
2. **Reminder of the Code of Conduct and Conflict of Interest bylaws and reminder that the meeting is recorded**
3. **Review/Additions to the Agenda**
4. **Approval of Agenda**

MOTION: Moved by Lesley Cousins and seconded by Marisa McNeill *"to approve the agenda"*. All in favour. Motion carried.

5. **Public Presentations** – none

6. **Review/Approval of Minutes**

Regular Meeting September 28, 2020

MOTION: Moved by Andrew McCarville and seconded by Lesley Cousins *"to approve the minutes from September 28th"*. All in favour. Motion carried.

Special Meeting October 14, 2020

MOTION: Moved by Marisa McNeill and seconded by Andrew McCarville *"to approve the minutes from the October 14th meeting."* All in favour. Motion carried.

7. **Business Arising from the Minutes**

Snow Removal Tender – Tender was put out and closed last Friday

Sidewalks and KABC– will be addressed under carry forward items

Bridge Financing – resolution sent to National Bank, financing is in the works

8. Correspondence

- a) **Firefighter Appreciation** – letter of appreciation from a fire district resident about the service provided by the Kinkora and Area Fire Department when they responded to a call at her residence. A copy of the letter was passed along to Fire Chief Johnny Dugay so he could present it at the next department meeting.
- b) **KRHS Blazer Beef Supper** – request from KRHS to match last year's donation of \$100 toward the Blazer Beef Supper.

MOTION: Moved by Andrew McCarville and seconded by Colin Montgomery *"to match last year's donation of \$100 to the KRHS Beef Supper."* Lesley Cousins abstained from voting. All others in favour. Motion carried.

- c) **Bernadette Mulligan Letter** – copy attached
Letter from resident Bernadette Mulligan regarding several issues, including garbage from the high school blowing onto her property, ATV's and dirt bikes speeding behind her home, trespassing on her property from people using the ballfield, and a lack of supervision of high school students using the ballfield during school hours.
After council discussion, it was decided to have the garbage done weekly.
ACTION: CAO to contact Luke Duffenais to see if he would be willing to add this to the maintenance and cleanup jobs he does for the municipality.

The problem of the ATV's and dirt bikes speeding behind the property was noted to be an RCMP issue. Residents can call the RCMP and lodge a complaint. This was done in connection with the speeding that has been a consistent problem in the village and action was taken.

ACTION: CAO to officially put in a complaint with the RCMP

High school students are using the ballfield and dugout areas during school hours.

ACTION: CAO to send a letter to KRHS principal Ryan McAleer asking him to keep the students off that property unless for a school activity or event.

Council will monitor the situation going forward.

9. Reports

- a) **Fire Department** – no report
- b) **Planning Board/KABC** – verbal report given by Chair Colin Montgomery – The planning board has started looking into a daycare and started the process of investigating what that looks like. We put some things into motion at a council level at the last meeting and have a smaller committee looking into it further.
KABC – verbal report given by Roger Shea – Roger reached out to KABC chair Andrew McCardle to discuss the two nominees Roger put forward to council at the last meeting. He

would like to put those two nominees forward tonight as Andrew McCardle was okay with both candidates: Dale Lawless and Wayne Jay. There is some confusion regarding KABC's bylaws as they pertain to appointments to KABC and how many people are appointed by council and how many are appointed by KABC. This was brought to Andrew McCardle's attention and he was asked to look at this issue at the next KABC meeting, for clarification and to get the bylaw legalized. Colton Dawson has also indicated he would like to put his name forward. The first step would be to clarify the bylaw and/or amendments.

ACTION: CAO to put an item in the next newsletter inviting interested parties to put their names forward for consideration for appointment to the KABC board.

A letter was received from Andrew McCardle giving official notice that Richard Shea has resigned from the KABC board.

c) Administrator –

1. **Crosswalk** – Now that the Anderson Road Sidewalk Extension project is complete, the Department of Highways can begin installation of a crosswalk at the Somerset Street/Anderson Road corner. Dawn Moase from the department said she would order the flashing beacons, then put up the highway signs and hopes to have the crosswalk completed before winter sets in. CAO to also check with highways about replacing the flashing light across Anderson Road at St. Malachy's church. Lesley Cousins brought up that people are driving around the speed bumps on Shamrock Crescent. Council will look into possibly purchasing two more speed bumps next spring to stretch them further across the road.
2. **Safe Restart Agreement Funding** – resolution attached. This is a base amount of \$2000 plus an additional \$8510 based on population. There may be more money to come based on services provided. A resolution of council is required.
MOTION: Moved by Andrew McCarville and seconded by Colin Montgomery. All in favour. Motion carried.
3. **Voicemail Message** – Council was in agreement to remove CAO's cell phone number from the municipal answering machine message after repeated after hours non-emergency calls.

d) Finance – no report

e) Bingo – Lesley Cousins will discuss Bingo during her Events Committee report

f) Facility – no report

g) Sewer and Utility – verbal report given by Marisa McNeill –

We are looking to get started on a sewer flushing contract and council should decide if it will be a one-year tender or a multi-year with a percentage done each year. CAO will set up a meeting with Marisa and Robert Duffy to gear up for a spring tender.

Mayor Duffy noted that there is a lot of heavy fat being dumped into the sewer, causing a lot of buildup at the lagoon. CAO will put a reminder in the upcoming newsletter that liquid fats, oil and grease should be disposed of in the waste.

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

We had our first meeting on October 19, mostly about the rink. We're going to look at getting some light poles for the west end of the rink. Roger Shea is looking into that for us and also a blade and scraper. Letters are ready to go out for board ad renewals and for new ads. Hopefully we can do another run of board signage in the next few weeks. We are also going to look at sealing the bottom of the boards to prevent water from running out during thaws. A barn has been ordered so we will have benches, lights and a spot to change skates and store our equipment. We are also looking at putting a covering over the water pump out by the rink so we can hang a hose to flood the corners more easily. We will likely meet every couple of weeks until we get things going. If there are a couple of nice days coming up Roger Shea will take care of the foam spray for board sealing. Andrew and Roger will discuss purchase of the scraper. CAO noted the baby barn would fall under the Gas Tax project and a change of scope would just have to be submitted. The remaining multiplex funding could also be used for light poles.

i) Events – Verbal report by Lesley Cousins

The Events Committee met on October 14th. Fall Fest is this Friday and Saturday and pamphlets were sent home with the Somerset students. The Christmas Craft Fair plan has been given verbal approval from CPHO, so this will be on November 14th from 9 am to 4 pm. We have been getting a lot of interest from vendors. The Remembrance Day service will look a little different this year with the pandemic. We are still having the ceremony with Borden Legion participating, but wreaths are to be laid prior to the ceremony. This information will be communicated to residents via the newsletter and our Facebook page. Crib will not be happening at the hall as CPHO is not approving tournament style card games. Zumba is happening here at the hall every Wednesday and seems to be growing each week. With Bingo, at the October 14th special meeting, Robert asked for options for bingo. Bingo has been a topic for some time and we have to decide where we want to go. Last Tuesday we put Bingo on pause and the intent is not to cancel bingo. The question is whether Bingo is on pause until we can get more people in the hall or until we can get three people hired to take over the bingo functions. These would be a bingo caller, an online monitor/finance position and a bingo card attendant.

MOTION: Moved by Colin Montgomery and seconded by Marisa McNeill *"to put positions out for the job descriptions listed."* All in favour. Motion carried.

ACTION: CAO to post the positions and close in a week

Lesley also presented a new idea for a fundraising platform. This involves getting a lottery licence. The idea is to raffle off spots on certain items each week. Participants would claim a spot and when all spots are claimed, they would pay for their spot. No money would change hands until all spots are full. There would be no outlay of money on the community's part until the item is won. Gift cards can be purchased once won and other items ordered online for delivery direct to the winner. Draws for the items would be once a week to start. We could partner with local groups and support local businesses. The only expense would be postage and licence fees.

MOTION: Moved by Lesley Cousins and seconded by Andrew McCarville *"for council to support going forward with the fundraising platform presented by the Events Committee."* All in favour. Motion carried.

j) Emergency Services – verbal report by Roy Cook

The Emergency Services committee met and we now have an Emergency Services bylaw written up to be sent out to the committee for review. This will be brought forward at the next regular meeting.

10. New Business

11. Old Business/Carry Forward Items

- a) **Sidewalk Repair** – An informal report came back today from WSP. They came out for a second site visit on September 28 to review if there are any specific issues causing heaving in the section of sidewalk from Kinkora Place to the Maple Plains Road. Expansion joints are on average 48m, but there are two locations where the expansion joints are 75 m. Several joints have expanded to their maximum. The sidewalk drops at driveways where heaving has occurred does not appear to be greater than the 1:12 slope specified. WSP's recommendation to help prevent continued heaving at the driveways would be to sawcut a 10mm gap on one side of the driveways and fill that gap with epoxy to allow for additional sidewalk expansion. In future, expansion joints should be placed at closer intervals. They said there are no major issues that could be found on site that could be considered the cause of the heaving. It is too late in the season to do repairs now and this should be budgeted for next year. There should be a maintenance budget for sidewalks. There has not been any portion of sidewalk replaced in 14 years. To replace blocks would be \$600-\$700 per repair and we are looking at 12-13 spots. Sawcutting to stop the heaving would be approximately \$50 per block and should be done first thing in the spring. There was also a letter received from a resident on Somerset Street (Sarah Montgomery) regarding the section of sidewalk stretching from Somerset Consolidated School down to

Anderson Road. The sidewalk is quite rough, creating a speed bump effect and cannot be used with strollers. Those portions can be ground down and that grinding can be done this time of year.

ACTION: CAO to reach out to a couple of companies to get quotes for grinding along this section.

- b) **Snow Removal Tender** – We only received one response to this year’s snow removal tender and that was from Steven Johnston at the same \$89/hour as last year. This year the area around the rink doors needs to be kept clear to make it easier to open the doors wider for flooding.

MOTION: Moved by Colin Montgomery and seconded by Lesley Cousins “to award the snow removal to Steven Johnston.” All in favour. Motion carried.

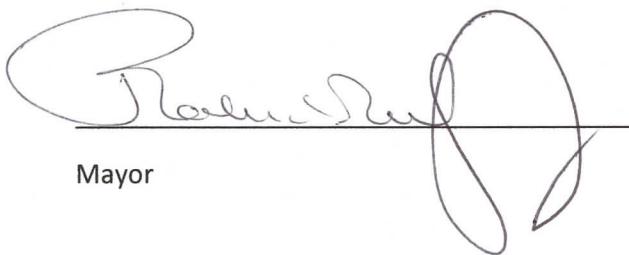
- c) **Ballfield Fencing** – Council had previously discussed putting a fence up at the ballfield. If the municipality buys the lumber, BAMBA has agreed to provide the labour. Discussion around the fence being six feet high with vertical boards. This would also address the problem of people trespassing on private property. Next spring council will purchase the necessary wood.

CARRY FORWARD

12. **Date of Next Meeting** – Monday, November 23rd at 7 pm

13. **Adjournment**

MOTION: Moved by Lesley Cousins and seconded by Marisa McNeill “to adjourn the meeting at 9:09 pm.” All in favour. Motion carried.



Mayor

Nov 23/2020
Date



Chief Administrative Officer

Nov 23/2020
Date