

**Rural Municipality of Kinkora
Regular Meeting of Council
September 28, 2020**

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

Absent: Marisa McNeill

Meeting Chair: Mayor Robert Duffy

Meeting Recorder: CAO Tina Harvey

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

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

5. **Public Presentations – Patrick McSweeney, BDO**
Presentation of the 2019-2020 Financial Statements. The audit was completed and there is a clean audit report. Financial Statements are attached. McSweeney said there was nothing of note to mention and BDO didn't come across anything out of the ordinary. The sewer did carry a deficit for another year. He suggested that if the sewer carries a deficit again next year something would have to be done (ie. raising sewer rates). There was a question as to whether loans could be consolidated but the Fire Department, General and Sewer loans must be kept separate.

MOTION: Moved by Roger Shea and seconded by Colin Montgomery *"to approve the financial statements as presented."* All in favour. Motion carried.

6. **Review/Approval of Minutes**

Regular Meeting August 24, 2020

MOTION: Moved by Lesley Cousins and seconded by Roy Cook *"to approve the minutes from the August 24th council meeting."* All in favour. Motion carried.

Sidewalk Repair – There were two visits from WSP: two engineers came out the day after the last council meeting and they walked most of the sidewalks, concentrating on the portion from

the hall up to the Maple Plains. They were out again today with another engineer and a written report will be forthcoming. **CARRY FORWARD**

WSP Engineering Tender – CAO was to check and see how long the WSP contract was for. Luc Van Hul from WSP confirmed that there is no long-term contract in place. WSP provides services on a project by project basis.

Website – will be addressed under Old Business/Carry Forward items

Special Meeting September 3, 2020

MOTION: Moved by Andrew McCarville and seconded by Lesley Cousins *“to approve the minutes for September 3rd.”* All in favour. Motion carried.

Special Meeting September 21, 2020

MOTION: Moved by Roy Cook and seconded by Andrew McCarville *“to approve the minutes for the September 21st special meeting.”* All in favour. Motion carried.

7. Business Arising from the Minutes

8. Correspondence

Callie Thomson – Letter received from student Callie Thomson requesting use of the hall for study space for those students having to do their courses online this fall/winter as some locations do not have reliable internet for what is required. CAO suggested this space be made available at certain times with the students receiving wifi access through the Kinkora Library as opposed to using the community's wireless service. Council agreed.

Pat Duffy – Community Garden – An email was received from Pat Duffy with regard to a funding partnership between the Community Foundation of PEI and the Joan and Regis Duffy Foundation to enhance gardening activities across the province while creating more community engagement. Pat indicated he would be happy to help out with a community garden. The organization must match the funding. The high school already has such a garden so the CAO will steer Pat toward Jessica Reeves at KRHS.

10 Somerset Street – CAO received a message from this property owner regarding a large bump at the end of her driveway. This would likely be a Department of Transportation issue as it would be on their right-of-way. CAO will contact DOT.

9. Reports

a) **Fire Department** – verbal report from Chief Johnny Dugay

Covid has changed the way the Fire Department does things. At first, we shut down anything non-essential, but responded to calls and had Zoom meetings. We are back at training now. The health of members and their families was our main focus. The medical first responder protocol has changed and we have screening tools in place. CPR protocols have also changed to compressions only. EMS are doing a lot more medical calls so the department's medical calls are down. Covid has cancelled many activities so there was no pancake breakfast or tractor pulls and this has impacted Association fundraising. There have been three resignations, none on bad terms: Anthony Livingston moved out of the community and both D'Arcy Mulligan and Gordie McKenna cited family and farm commitments. We really appreciate the years they gave us. We have been doing some renovations upstairs as nothing has been done to the firemen's room since it was built. The majority of work has been done by the firefighters. The department is participating in the provincial Rafflebox 50/50 draw. The department has partnered with the Rural Municipality of Bedeque to have a baby barn put in at the hydrant in Bedeque and we can keep the medical bag in there too. Our share of about \$2500 will be coming out of our budget.

- b) **Planning Board/KABC** – verbal report given by Chair Colin Montgomery – Colin turned the floor over to Anne Marie Shea to provide an update from the planning committee

Provincial Simulation Program – Ryan O'Meara, President of the Paramedics Association of PEI, has identified a gap in training for first responders in PEI. This is a big project and we are not sure if it even belongs here in the municipality. There will be a meeting with government officials on Friday morning to look for direction on next steps for this program. If they determine that this does come under the umbrella of a municipality, we will be there with our hand up. It may be too big for a municipality to run with. They could create a disaster that could potentially happen in a farm. They would train all individuals involved how to respond to a situation like this.

Daycare Proposal (unofficial)– see attached

It has been confirmed by a Department of Education survey that a daycare is required in both the Summerside and Kinkora areas. The proposal for Phase One is to create a daycare facility in Kinkora Place. One of the largest expenses for a daycare would be staff wages and the other would be a facility. The facility is already in place. Without the expense of the facility we can offer some very competitive wages. The approval date for the next round of approval is October 28th. The expense for the application is \$75.

Laura McCardle resume – Laura's resume has been handed over to the HR chair Andrew McCarville to take the lead on. Andrew was also given a draft position description put together by the planning committee. This came up as a result of Laura volunteering on the planning committee. She is more than qualified to do the municipality's planning. An inquiry has been made to Kellie Mulligan for Rural Jobs Initiative funding. This position would report to the CAO and this justifies a review of the CAO position.

Colin noted that these items have not come from the Planning Board yet.

KABC Update – Verbal report given by Roger Shea

Roger reported that he was tasked with looking for potential candidates to join KABC and he found two candidates that are willing to put their names forward for nomination to join the KABC board of directors: Dale Lawless from Shamrock and Wayne Jay from Newton.

Tonight, we only have one spot open but with an expected resignation we will have two. Council would have to approve those nominations. In the official KABC bylaws, it is stated that the community council appoints not less than 3 and not more than 7 members to the board of directors. Roger would like KABC chair Andrew McCardle to clarify how many members council appoints as there is a sticky note at the bottom of the bylaw that says 4 appointed by council and 3 appointed by KABC. There is no signature attached. **CARRY FORWARD**

c) Administrator – written report attached

1. **FPEIM Virtual Annual Meeting** – This online meeting could be set up at the hall and Roy Cook indicated that he would like to attend
2. **Library and Bingo** – CAO can send a letter to request changing the library's evening hours from Tuesday 3-7 to Wednesday 3-7 to accommodate building capacity limits due to public health requirements.
3. **Municipal Electoral Officer's Report** – The municipality's election officials were in attendance at the meeting and agreed that there were no issues.

d) Finance – Verbal report given by Colin Montgomery

There is a budget summary as we move through the year in front of everybody. Summary is attached.

- e) Bingo** – We have had 10 bingos to this point in time and total revenue from those is \$14,269.05 and the bingo account is currently sitting at \$30,998.82. This would be the time that a transfer is usually made between bingo and the general operating account. Discussion on Kinkora Volunteer Bingo Committee Proposal (attached) – at the last meeting council decided to move ahead in principle with Option #1 of the original proposal pending further information on committee mission statement and structure. One change to the proposal is that bingo revenue will be reconciled weekly, but the municipality will be paid once per month. Based on the last 10 bingos, the community would receive approximately \$1,000 weekly. There is some concern from volunteers present at the meeting about their role in the new structure. There will be no changes in how bingo is done in terms of format and at the six-month mark there would be a review, if not before. Anne Marie Shea indicated that there are candidates for the committee positions of President and Secretary/Treasurer. The proposed date was originally October 6 but now candidates are not available for both the Caller and Finance positions at that time.

MOTION: Moved by Roy Cook *“to defer it all until everything is in place with a date to be decided.”* Motion had no second and did not move ahead.

MOTION: Moved by Lesley Cousins and seconded by Roger Shea "to approve option A from the bingo committee, effective date October 31st for the first Tuesday in November." All in favour. Motion carried.

f) Facility – Verbal report given by Roger Shea

1. Generator Training – received training on startup so multiple people can start the generator in case of emergency.
2. Bingo Board – this week a 'drape guy' will be coming to take a look and see if we can get a motorized mechanism to move the drapes on the bingo boards. There will be a quote for the next council meeting.
3. Hedge Row – Cleanup of the hedge row behind the hall will be tackled in the next couple of weeks
4. Flags – new flags were ordered and put up
5. Generator – old generator is still in the back room. Robert will check with Austin Roberts on removing the old generator from the building.

g) Sewer and Utility – chair is absent

Ed Van Der Velden contacted Robert about cutting the grass and bullrushes cut and cleaning out the main inlet manhole. CAO will contact appropriate people.

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

1. Rink - We will have a committee meeting next week to try and get a plan together to get the boards sealed up and a plan in place for this winter. Lesley suggested getting some help from students who are looking for bursary hours. It's important to get volunteers from the start of the season this year to keep people engaged. Roger Shea got a price of \$750 for a six-foot scraper.
2. Ballfield Fence – Roger Shea received a call from a taxpayer asking if council could be consulted about putting a fence behind the bullpens up at the ballfield. It would be 30' at one end and 15' at the other. The ball committee said they would supply labour if we bought the materials **CARRY FORWARD**

i) Events – Verbal report by Lesley Cousins

The Events committee met last Monday and we decided to cancel the Touch Bistro subscription. We can resume that service if things pick up again with events. We are also looking for another cash register option. We are going ahead with Fall Fest and a flyer will be sent out later in the week. We are planning for Halloween weekend: virtual chocolate bar bingo on Friday, and a pancake breakfast on Saturday morning. The events committee wondered if councilors would like to work that pancake breakfast; they can let Lesley know in the next week or so. A family photo scavenger hunt is planned for Saturday afternoon and trick or treating at the hall will follow that. A Halloween decorating contest will also take place. Emily Allen has been doing Zumba at the hall on Wednesday evenings and it's going great. The numbers are growing each week. Seniors exercise classes are resuming in

October. The hall is booked for October 24 for the KRHS Blazer Beef supper as a takeout. The Winter Carnival committee has decided to cancel winter carnival for 2021 due to the current public health guidelines. We are looking at what Christmas might look like in terms of events. We are tentatively planning to go ahead with our Christmas Craft Fair and CAO will be submitting an operational plan to public health. All craft fairs have been cancelled but we feel we may be able to effectively host our craft fair. Crib is scheduled to start back up on October 17th, pending restrictions.

j) Emergency Services – Verbal report from Roy Cook

We had a meeting of the Emergency Services Committee scheduled for last week, but it got postponed due to Hurricane Teddy and people being on call. We will be meeting this Thursday at 7 pm instead.

10. New Business

- a) Snow Removal Contract –** Last year council discussed putting out the snow removal tender for multi-year instead of one year. Stephen Johnston has already submitted his quote for snow removal services for this year. It is the same rate as last year. Tender will be advertised as per guidelines. After discussion, council decided to go with an annual contract.

ACTION: CAO will put out tender to close before next meeting

CAO spoke to Stephen about sidewalk clearing through the winter. He has modified his equipment and it's not really geared to sidewalk clearing any more. Sidewalk snow is not like driveway snow in that it's all plowed snow...heavy, frozen and really dense. He would have to buy another unit and hire an operator and right now it's hard to find enough manpower just to keep driveways open. To quote Stephen "it's ungodly expensive." When clearing only in the morning and afternoon was mentioned, he suggested liability would be an issue in that you either keep them open or you don't. He also brought up the possibility of complaints from other residents who pay the same taxes and don't get their portion of sidewalk cleared, if we were to only do the sections around the schools. Hunter River has been doing their sidewalks and last year the cost ran around \$18,000 and they expect this to increase to \$20,000 this year. They have a contractor who lives in the village and they have roughly 1.5 km of sidewalk.

CAO also spoke to Sawyer Murphy in Transportation at the Public Schools Branch. He said that generally in a community that has sidewalks the expectation is that students walk within certain zones: Intermediate/High School, 1.6 km and Elementary 1 km PSB hasn't revoked any stops so if the driver was already stopping, he/she would still be. Any routes showing online is only as up to date as the information the driver is giving. The driver could be stopping at spots that are not on the list. In Kinkora they are stopping within the designated zones. On Shamrock Crescent there are some students who are required to walk out to the main road but there are no sidewalks on Shamrock to clear.

11. Old Business/Carry Forward Items

a) Cleaning Service - Dexbee Maintenance (Hayden Chiasson) has been doing our cleaning since our former cleaners left at the end of August. Hayden has had his own cleaning company for about 30 years. He came and went through the hall/firehall with the CAO and gave a list of prices for full-service cleaning. His price is an increase of \$25 per clean. They have been doing a great job.

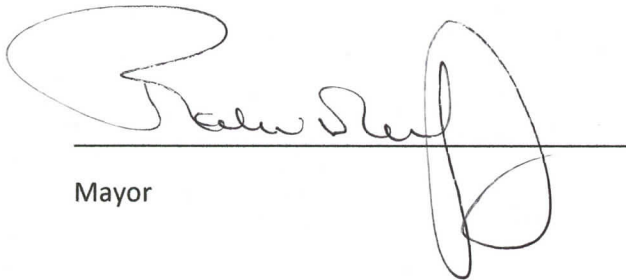
MOTION: Moved by Colin Montgomery and seconded by Lesley Cousins "to move forward with Dexbee Maintenance as our cleaning provider." All in favour. Motion carried.

b) Website – Colin has sent out an email to all councilors recommending we go with Google Domain. There have been calls from the public and an email from Municipal Affairs regarding our lack of website. CAO let them know our situation. Colin will try to get into the office this week and get the new website set up. Council agreed to go with Colin's recommendation.

12. Date of Next Meeting – Monday, October 26 at 7 pm

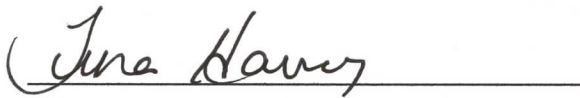
13. Adjournment

MOTION: Moved by Roy Cook and seconded by Lesley Cousins "to adjourn the meeting at 9:08 pm." All in favour. Motion carried.



Mayor

Oct 26/2020
Date



Chief Administrative Officer

Oct 26/2020
Date

Kinkora Daycare Proposal:

Concept:

Phase One:

Open a Daycare January 1, 2021 using existing hall.

Received confirmation from the Department of Education as a result of a data collection initiative by the Department surveying existing licensed daycare facilities completed the week ending September 21, 2020 that a daycare facility is required in both Summerside and Kinkora areas.

Propose we submit a license for:

Twenty children

Application review process takes place October 26th. The next review date is Dec 5, 2020.

Staff:

As at Sunday, October 4, 2020 we have a Confirmed Candidate for Early Childhood Educator Level 3

Early Childhood Educator Uncertified, Enrolled at George Brown College ,

We can apply for exemptions while Staff obtains certifications.

Projection for 1st QTR 2021:

75% capacity = 15 children

\$27.00 day per child

63 working days

6:30 am to 6:00pm

Revenue: \$25,515

Using Salary at the "Designated Center" Level = \$140.48/day for Supervisor and

Salary at the "Designated Center" Level = \$126.24/day for Educator

16 paid hours daily

Salary: \$16,803

A subsidy for non-designated facilities for same period, etc.: \$1, 300.

Potential revenue for this quarter: \$10,212

October 5, 2020

Non-designated vs designated Centers

Once we are "designated" the Government totally subsidizes the Staff wages and the Centre receives all Parental Subsidy directly from the Government.

I used the numbers from the Wage Grid for the QTR 1 projection above.

SWOT

Strength: We already have an available facility which puts us in a position to offer top wages out of the gate.

Weakness: The same weakness is shared by every daycare facility on the Island and that is Staffing but I feel our identified strength gives us an advantage.

Opportunity: We have total support of the Department of Education – Brad Trivers, Department of Economic Growth, Tourism and Culture – Matt McKay and the Department of Fisheries and communities – Jamie Fox, all who represent the three districts in and around Kinkora and all who have repeatedly confirmed the need for another daycare.

Threats: The only impediment is our lack of action. Licensed Facilities have opened in less than three months.

Misc points:

We could apply to the Rural Job Initiative for funding to hire before we open to lead in the project setup.

This initiative is extended to March 31, 2021.

Phase Two:

Once we receive "Designated Status", we build on to the existing hall.

Maximum number of children permitted is 80.

Recommendation: Apply for a license for Twenty Children – Cost \$75.00 and application for a certificate for the applicant who completed their training in Canada.

Recommendation to apply to the Rural Jobs Initiative Program for the Two Candidates 14 weeks at 15.60 an hour subsidy.

October 5, 2020

Federation of PEI Municipalities – semi annual meeting was cancelled in April due to Covid, the annual meeting is upcoming, it will be held virtually on October 19th (Monday). An agenda will be sent along once it is finalized and I will forward to members of council.

Library and Bingo – Abiding by public health guidelines there can only be 50 people in the building at one time. This is taken care of with Tuesday night bingo but in addition, the library is open and we can't control how many people are in there. A few years ago, the library was open two nights a week and Saturdays. One night was busy, Saturday and the other night weren't busy at all. The hours weren't conducive to the schools being able to make use of the facility. I approached the director about changing the hours and they were changed to what they are now. The thought behind keeping Tuesday night was to perhaps entice some of the bingo players into using the library's services, attending programs etc. That didn't happen and is currently not likely to due to the covid regulations. It was actually a detriment to the library having the bingo players hanging around outside the library doors on Tuesday from 4:30 onward. While that is no longer an issue, numbers in the building could be. I would like to get council's permission to send a letter to the director requesting consideration of changing the evening hours from Tuesday to Wednesday.

MEO Report – As per the election guidebook the Municipal Electoral Officer (in this case the CAO) must prepare a report and provide it to Council within 90 days of the election. This report must provide detail of:

1. Any matter regarding the administration of the election that the MEO thinks should be brought to the attention of the Council.
2. Any procedural changes that the MEO thinks would improve the administration of the election process.

As everything ran smoothly, there is nothing to report with regard to either of these sections.



RURAL MUNICIPALITY OF KINKORA

SUMMARY OF OPERATING REVENUE AND EXPENSES

Values up to September 25, 2020

Projected

MUNICIPALITY OPERATING REVENUE	20-21 Budget	1st Quarter	July	August	September	2nd Quarter	%
Assessable municipal property taxes	\$ 106,000.00	\$ 27,172.00	\$ 9,257.00	\$ 9,257.00	\$ 9,257.00	\$ 54,943.00	51.8
Equalization grant	\$ 51,362.00	\$ 12,840.51	\$ 4,280.17	\$ 4,280.17	\$ 4,280.17	\$ 25,681.02	50.0
Municipal Capital Expenditure Grant (MCEG)	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
Events - Regular and Special	\$ 83,000.00	\$ -	\$ 4,113.95	\$ 12,939.10	\$ 5,405.85	\$ 17,053.05	20.5
Other Income (Donations, permits, etc.)	\$ 5,000.00	\$ 700.00	\$ 535.00	\$ 2,734.00	\$ -	\$ 3,269.00	65.4
Multiplex Board Signage	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
Fundraised Recreation Funds	\$ 3,504.00	Reserve	\$ -	\$ -	\$ -	\$ -	0.0
Day Camp Registrations	\$ -	\$ -	\$ 1,040.00	\$ 670.00	\$ -	\$ 1,710.00	
Total Operating Revenue	\$ 284,866.00	\$ 40,712.51	\$ 19,226.12	\$ 29,880.27	\$ 18,943.02	\$ 108,761.92	38.2

MUNICIPALITY OPERATING EXPENSES

Administration	\$ 150,050.00	\$ 35,672.11	\$ 10,676.95	\$ 8,961.43	\$ 8,565.38	\$ 63,875.87	42.6
Events	\$ 48,750.00	\$ 445.60	\$ 942.94	\$ 2,416.47	\$ 1,329.76	\$ 5,134.77	10.5
Facility and Public Property	\$ 67,200.00	\$ 8,877.45	\$ 3,753.56	\$ 2,359.59	\$ 3,660.46	\$ 18,651.06	27.8
Parks and Recreation	\$ 10,004.00	\$ -	\$ 185.05	\$ 48.81	\$ 95.18	\$ 233.86	2.3
Emergency Measures	\$ 1,000.00	\$ -	\$ 330.27	\$ -	\$ -	\$ 425.45	42.5
Reserve Funds	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
Total Operating Expenses	\$ 280,504.00	\$ 44,995.16	\$ 15,888.77	\$ 13,786.30	\$ 13,650.78	\$ 88,321.01	31.5
NET OPERATING SURPLUS	\$ 4,362.00	-\$ 4,282.65	\$ 3,337.35	\$ 16,093.97	\$ 5,292.24	\$ 20,440.91	

UTILITY OPERATING REVENUE

Flat rate sewer fees	\$ 80,000.00	\$ 533.33	\$ 16,216.99	\$ 21,811.31	\$ 3,086.67	\$ 41,648.30	52.1
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UTILITY OPERATING EXPENSES

Sewer	\$ 80,000.00	\$ 17,514.14	\$ 1,881.08	\$ 1,671.64	\$ 1,308.70	\$ 22,375.56	28.0
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NET OPERATING SURPLUS - UTILITY

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MUNICIPALITY OPERATING EXPENSES	20-21 Budget	1st Quarter	July	August	September	2nd Quarter	%
Administration							
Advertising	\$ 5,000.00	\$ 200.03	\$ 66.87	\$ 66.87	\$ 66.87	\$ 400.64	8.0
Donations	\$ 1,000.00	\$ 400.00	-	-	-	\$ 400.00	40.0
Dues/Grants	\$ 2,000.00	\$ 685.59	-	-	-	\$ 685.59	34.3
Accounting Fees	\$ 12,000.00	-	-	-	-	-	0.0
Insurance	\$ 10,800.00	\$ 8,378.30	\$ 810.05	-	-	\$ 9,188.35	85.1
Interest on Loans	\$ 23,000.00	\$ 5,120.66	\$ 1,634.89	\$ 1,682.85	\$ 1,676.48	\$ 10,114.88	44.0
Office Supplies	\$ 2,100.00	\$ 800.97	\$ 264.21	\$ 351.27	\$ 192.48	\$ 1,608.93	76.6
Debit Machine	\$ 800.00	\$ 90.00	\$ 42.06	\$ 30.00	\$ 30.00	\$ 192.06	24.0
Professional Fees	\$ 5,000.00	-	-	-	-	-	0.0
Library	\$ 300.00	-	-	-	-	-	0.0
Travel	\$ 1,440.00	-	-	\$ 317.36	-	\$ 317.36	0.0
Wages	\$ 31,660.00	\$ 7,676.83	\$ 3,726.79	\$ 2,431.38	\$ 2,511.10	\$ 16,346.10	51.6
Community Programs (Black Fly)	\$ 7,150.00	-	-	-	-	-	0.0
Bank Charges	\$ 700.00	\$ 199.50	\$ 66.50	\$ 66.50	\$ 66.50	\$ 399.00	57.0
Honorariums	\$ 3,300.00	-	-	-	-	-	0.0
Training	\$ 500.00	-	-	-	-	-	0.0
Internet and Phone	\$ 1,800.00	\$ 790.78	\$ 240.15	\$ 237.73	\$ 238.11	\$ 1,506.77	83.7
Website	\$ 200.00	-	-	-	-	-	0.0
Fire Dues	\$ 21,300.00	\$ 5,325.00	\$ 1,775.00	\$ 1,775.00	\$ 1,775.00	\$ 10,650.00	50.0
Accounting Software	\$ 1,000.00	-	-	-	-	-	0.0
Loan Repayment	\$ 19,000.00	\$ 6,004.45	\$ 2,050.43	\$ 2,002.47	\$ 2,008.84	\$ 12,066.19	63.5
Total	\$ 150,050.00	\$ 35,672.11	\$ 10,676.95	\$ 8,961.43	\$ 8,565.38	\$ 63,875.87	42.6

Facility and Public Property	20-21 Budget	1st Quarter	July	August	September	2nd Quarter	%
Property Tax	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
Snow Removal	\$ 4,100.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
Repairs and Maintenance	\$ 13,000.00	\$ 1,678.17	\$ 757.38	\$ 111.83	\$ -	\$ 2,547.38	19.6
Utilities	\$ 33,000.00	\$ 5,659.44	\$ 1,711.48	\$ 1,721.84	\$ 1,574.52	\$ 10,667.28	32.3
Landscaping	\$ 5,600.00	\$ -	\$ 892.13	\$ -	\$ 1,125.00	\$ 2,017.13	36.0
Cleaning and Supplies	\$ 8,500.00	\$ 1,539.84	\$ 392.57	\$ 525.92	\$ 960.94	\$ 3,419.27	40.2
Total	\$ 67,200.00	\$ 8,877.45	\$ 3,753.56	\$ 2,359.59	\$ 3,660.46	\$ 18,651.06	27.8

MUNICIPALITY OPERATING EXPENSES									
	20-21 Budget	1st Quarter	July	August	September	2nd Quarter	%		
Events									
Bar	\$ 10,000.00	\$ 35.00	\$ -	\$ -	\$ -	\$ 35.00	0.4		
Inventory Tracking (Touch Bistro)	\$ 750.00	\$ 165.60	\$ 55.20	\$ 55.20	\$ 55.20	\$ 331.20	44.2		
Bingo	\$ 14,000.00	\$ -	\$ 472.04	\$ 1,392.08	\$ 732.76	\$ 2,596.88	18.5		
Kitchen/Canteen	\$ 7,000.00	\$ 190.00	\$ 245.80	\$ 194.29	\$ 239.16	\$ 869.25	4.7		
Canteen - separated	\$ -	\$ -	\$ 136.90	\$ 194.29	\$ 239.16	\$ 570.35	8.4		
Special Events	\$ 8,000.00	\$ 55.00	\$ 33.00	\$ 580.61	\$ -	\$ 668.61	0.0		
Bartenders	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 63.48	\$ 63.48	0.0		
Security	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Winter Carnival Expenses	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Total	\$ 48,750.00	\$ 445.60	\$ 942.94	\$ 2,416.47	\$ 1,329.76	\$ 5,134.77	10.5		

Parks and Recreation									
Ballfield (Day Camp Supplies)	\$ 500.00	\$ -	\$ 185.05	\$ 22.55	\$ -	\$ 207.60	41.5		
Rink	\$ 6,000.00	\$ -	\$ -	\$ 26.26	\$ -	\$ -	0.0		
Recreation Reserve Fund	\$ 3,504.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Day Camp Staff - Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total	\$ 10,004.00	\$ -	\$ 185.05	\$ 48.81	\$ -	\$ 233.86	2.3		

Reserve Funds (already accounted for in Open Budget)									
	2020-21 Budget								
Election Reserve Fund	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -			
Emergency Measures Reserve Fund	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ -			
Capital Purchases Reserve Fund	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -			
IRAC and Legal Proceedings	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -			
Recreation Reserve Fund	\$ 3,504.00	\$ -	\$ -	\$ -	\$ -	\$ -			
Contingency Reserve Fund	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ -			
Total	\$ 7,004.00	\$ -	\$ -	\$ -	\$ -	\$ -			

MUNICIPALITY OPERATING EXPENSES		20-21 Budget	1st Quarter	July	August	September	2nd Quarter	%
Sewer								
Administration	\$ 11,200.00	\$ 2,207.38	\$ 1,219.32	\$ 694.68	\$ 749.68	\$ 4,871.06	43.5	
Bank Fees	\$ 300.00	\$ 57.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 114.00	38.0	
Accounting Fees	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	
Contribution to Reserve Fund	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	
Interest on Debt	\$ 5,000.00	\$ 1,939.52	\$ -	\$ -	\$ -	\$ 1,939.52	38.8	
Debit Machine	\$ 700.00	\$ 145.59	\$ 68.04	\$ 46.57	\$ 30.50	\$ 290.70	41.5	
Repairs and Maintenance	\$ 10,000.00	\$ 1,283.00	\$ 400.00	\$ 800.00	\$ 450.00	\$ 2,933.00	29.3	
Supplies	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	
Internet and Phone	\$ 800.00	\$ 197.71	\$ 60.03	\$ 59.43	\$ 59.52	\$ 376.69	47.1	
Electricity	\$ 4,000.00	\$ 648.82	\$ 114.69	\$ 51.96	\$ -	\$ 815.47	20.4	
Loan Repayment	\$ 42,000.00	\$ 11,035.12	\$ -	\$ -	\$ -	\$ 11,035.12	26.3	
Total	\$ 80,000.00	\$ 17,514.14	\$ 1,881.08	\$ 1,671.64	\$ 1,308.70	\$ 22,375.56	28.0	