

**Rural Municipality of Kinkora
Regular Meeting of Council
August 23, 2021**

Present: Mayor Robert Duffy, Councilors Lesley Cousins, Harrison Duffy, Amanda Dwyer, Andrew McCarville, Marisa McNeill, and Roger Shea

Meeting Chair: Mayor Robert Duffy

Meeting Recorder: CAO Tina Harvey

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1. **Call to Order:** 7:00 pm
 2. **Reminder of the 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 Andrew McCarville and seconded by Lesley Cousins *“to approve the agenda for the meeting”*. All in favour. Motion carried.

5. **Public Presentations** – Patrick McSweeney, BDO to present Financial Statements
Patrick presented the financial statements and noted it was clean audit report with nothing out of the ordinary to bring to council’s attention.
6. **Review/Approval of Minutes**

Regular Meeting – June 28, 2021

Roger Shea requested that item 10 of the minutes pertaining to the sidewalk repairs be redacted/removed. Based upon new information received he does not agree with what is in that section and would like to strike it from the minutes.

MOTION: Moved by Marisa McNeill and seconded by Harrison Duffy *“to approve the minutes with the redaction.”* All in favour. Motion carried.

7. **Business Arising from the Minutes**
8. **Correspondence**

Atlantic Bug Busters – Letter from Atlantic Bug Busters informing council that the Scales Pond Black Fly program has been cancelled due to lack of funding, which affects the numbers of black

flies in the Kinkora area. They proposed expanding the program next year from Scales Pond up to the Greenan Road in Newton. Council will look at options next spring.

9. Reports

a) **Fire Department** – no report

b) **KABC** – verbal report by Roger Shea

KABC has not met for about three months. Two more lots have been sold, with four lots left on the market. We are planning a meeting before the next council meeting. No decision has been made on the large lot yet. One item for KABC to address will be what's allowed and not allowed as to the covenants. We require a definition of seniors housing and may have to request a change to the agreement between council and KABC.

c) **Administrator** – verbal report by CAO Tina Harvey

1. **Gas Tax Top-up** – The one-time top-up payment of \$100,000 was deposited into the Gas Tax account, along with both the July and December 2021 payments. CAO will contact National Bank and ask them to put \$100,000 toward the demand loan.
2. **MEO Election Report** – The Municipal Electoral Officer (in this case the CAO) must prepare an election report and provide it to council within 90 days of the election. The election was May 3, but the regular meeting of council for July was cancelled so it is being presented tonight. The report must provide details of:
 - Any matter regarding the administration of the election that the MEO thinks should be brought to the attention of council,
 - Any procedural changes that the MEO thinks would improve the administration of the election process.

Everything ran very smoothly with the second Covid-era byelection so there is nothing to report with regard to either of these sections. Just a note with regard to a Municipal Affairs survey on shared services: CAO indicated that a municipal electoral officer would be one service that would be very useful to be shared among municipalities.

3. **Procedural Bylaw Amendment** – Notice must be given of intent to amend the Procedural Bylaw. The bylaw currently requires a minimum of 5 members per committee; CAO suggests this be lowered to 3 members per committee. This amendment will receive first reading at the next regular meeting.

ACTION: Roger Shea to set up committees for his portfolios of Finance and Facility.

d) **Finance** – verbal report from Roger Shea

Updated financial documents attached. Roger will sit down with the CAO at the end of September to do an actual versus estimate of expenditures and re-direct unused money to another portfolio.

e) Facility – no report

f) Sewer and Utility – verbal report from Andrew McCarville

Funding for the UV chamber upgrade at the lagoon was approved and the municipality's share comes to just under \$16,000. We had talked about different engineering firms but are going to stick with WSP for now. This project should be done fairly soon with the concerns about safety issues. The bullrushes have been cut at the lagoon.

ACTION: CAO to inform utility operator Ed Van der Velden that he must have another person with him when he enters the UV chamber.

MOTION: Moved by Andrew McCarville and seconded by Harrison Duffy *"to move ahead with WSP to engineer and tender the UV Chamber project at the lagoon."* All in favour.

Motion carried.

g) Parks, Recreation and Youth – written report from Harrison Duffy attached

Andrew McCarville wanted to add what a great job Somerset Gardens has done with the facility and the flowerbed. The was seconded again by Roger Shea.

h) Events – written report from Lesley Cousins attached

i) Daycare – verbal report by Marisa McNeill

A representative from the Department of Education was out a couple of weeks ago to do a site visit for our designation application, and she was very impressed. We are still waiting to hear about the status of our application. The fence should be up around the playground soon.

j) Community Development/Planning Board– verbal report by Amanda Dwyer

The inaugural meeting of the Community Development committee was on August 18th and current members are Amanda Dwyer, Andrew McCarville, Harrison Duffy, Colton Dawson and Anne Marie Shea. With expected changes coming to the Planning Act, Amanda recommends dissolving this committee and appointing the members of the committee to be the Planning Board. Anne Marie Shea is the only member left from the previous Planning Board.

MOTION: Moved by Harrison Duffy and seconded by Lesley Cousins *"to dissolve the Community Development committee and appoint the committee members as listed to the Planning Board."* All in favour. Motion carried.

The committee received a rezoning request from Janice Keefe for the purpose of building a detached garage with living space above. The committee recommends to council to move

forward with the request. CAO will set up the required public meeting for Thursday, September 9th at 7 pm.

10. New Business

(a) Sewer Utility Bylaw – First reading of the bylaw

MOTION: Moved by Lesley Cousins and seconded by Marisa McNeill *“to approve first reading of the Sewer Utility Bylaw.”* All in favour. Motion carried.

(b) Shared Services Bylaw – First reading of the bylaw to enable the municipality to share an Emergency Management Plan with the Rural Municipality of Bedeque.

MOTION: Moved by Marisa McNeill and seconded by Andrew McCarville *“to approved first reading of the Shared Services Bylaw.”* All in favour. Motion carried.

(c) Weekly Card Game – Mayor Duffy was approached by Frank McCardle to see if council would entertain the idea of having a weekly Thursday night card game at Kinkora Place. Saturday crib usually pays between \$90-\$100 for use of the hall. Lesley Cousins noted that if this new group was given use of the hall at no charge, they would be responsible for set up and tear down each week. Mayor Duffy will let Frank know to reach out to the CAO to make arrangements.

11. Old Business/Carry Forward Items

(a) Bylaw Enforcement – Some issues have come up recently such as animals and unsightly premises. Roger Shea commented that he is a very strong supporter of the need for a bylaw officer to establish a base for how we conduct ourselves as a community. CAO reached out to bylaw officer Donna Johnson in June 2020 and her rate was \$30/hour for 3-4 hours each week.


ACTION: CAO to firm up this cost and see if there is a commitment for a set period of time.

The municipality’s current Animal Control Bylaw is out of date and does not allow for having dogs in the community and should be amended or repealed.

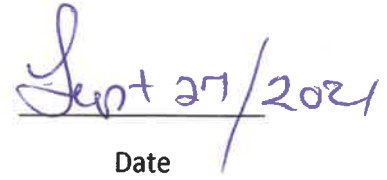
MOTION: Moved by Amanda Dwyer and seconded by Lesley Cousins *“to approve first reading of the Bylaw to Repeal the Animal Control Bylaw.”* All in favour. Motion carried.

12. Date of Next Meeting – Monday, September 27, 2021 at 7 pm

13. Adjournment – meeting adjourned at 8:20 pm



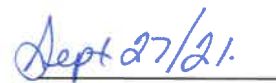
Mayor



Date



Chief Administrative Officer



Date

RURAL MUNICIPALITY OF KINKORA

SUMMARY OF OPERATING REVENUE AND EXPENSES

Figures to August 20, 2021

Projected

MUNICIPALITY OPERATING REVENUE	21-22 Budget	1st Quarter	July	August	September	To Date	%
Assessable municipal property taxes	\$ 113,927.00	\$ 29,583.00	\$ 9,861.00	\$ 9,861.00	\$ -	\$ 49,305.00	43.3
Equalization grant	\$ 53,802.00	\$ 13,450.50	\$ 4,483.50	\$ 4,483.50	\$ -	\$ 22,417.50	41.7
Municipal Capital Expenditure Grant	\$ 16,000.00		\$ -	\$ -	\$ -	\$ -	0.0
Events - Regular and Special	\$ 235,100.00	\$ 51,065.16	\$ 9,472.08	\$ 5,949.25	\$ -	\$ 66,486.49	28.3
Other Income (Donations, permits, etc.)	\$ 5,000.00	\$ 2,460.00	\$ -	\$ 500.00	\$ -	\$ 2,960.00	59.2
Multiplex Board Signage	\$ 10,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
Total Operating Revenue	\$ 434,229.00	\$ 96,558.66	\$ 23,816.58	\$ 20,793.75	\$ -	\$ 141,168.99	32.5

MUNICIPALITY OPERATING EXPENSES

Administration	\$ 160,000.00	\$ 39,333.86	\$ 8,737.04	\$ 7,882.94	\$ -	\$ 55,953.84	35.0
Events	\$ 170,776.00	\$ 33,311.70	\$ 7,255.68	\$ 4,781.64	\$ -	\$ 45,349.02	26.6
Facility and Public Property	\$ 87,100.00	\$ 16,585.24	\$ 3,258.35	\$ 860.32	\$ -	\$ 20,703.91	23.8
Parks and Recreation	\$ 9,000.00	\$ 275.00	\$ -	\$ -	\$ -	\$ 275.00	3.1
Emergency Measures	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
Reserve Funds	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
Total Operating Expenses	\$ 431,376.00	\$ 89,505.80	\$ 19,251.07	\$ 13,524.90	\$ -	\$ 122,281.77	28.3
NET OPERATING SURPLUS	\$ 2,853.00	\$ 7,052.86	\$ 4,565.51	\$ 7,268.85	\$ -	\$ 18,887.22	

UTILITY OPERATING REVENUE

Flat rate sewer fees	\$ 82,000.00	\$ 41,177.57	\$ -	\$ -	\$ -	\$ 41,177.57	50.2
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UTILITY OPERATING EXPENSES

Sewer	\$ 82,000.00	\$ 26,274.08	\$ 3,565.71	\$ 1,368.83	\$ -	\$ 31,208.62	38.1
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NET OPERATING SURPLUS - UTILITY

	\$ -	\$ 14,903.49	-\$ 3,565.71	-\$ 1,368.83	\$ -	\$ 9,968.95	
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MUNICIPALITY OPERATING EXPENSES							21-22 Budget	1st Quarter	July	August	September	To Date	%
Administration													
Advertising	\$	5,000.00	\$	218.22	\$	551.24	\$	-	\$	-	\$	769.46	15.4
Donations	\$	1,500.00	\$	850.00	\$	-	\$	-	\$	-	\$	850.00	56.7
Dues/Grants	\$	1,000.00	\$	748.57	\$	-	\$	-	\$	-	\$	748.57	74.9
Accounting Fees	\$	10,000.00	\$	-	\$	-	\$	-	\$	-	\$	-	0.0
Insurance	\$	7,000.00	\$	6,613.43	\$	-	\$	-	\$	-	\$	6,613.43	94.5
Interest on Loans	\$	18,000.00	\$	4,819.06	\$	1,558.61	\$	1,603.78	\$	-	\$	7,981.45	44.3
Office Supplies	\$	2,500.00	\$	592.63	\$	301.95	\$	-	\$	-	\$	894.58	35.8
Debit Machine	\$	800.00	\$	90.00	\$	30.00	\$	30.00	\$	-	\$	150.00	18.8
Professional Fees	\$	4,000.00	\$	-	\$	-	\$	-	\$	-	\$	-	0.0
Library	\$	300.00	\$	-	\$	-	\$	-	\$	-	\$	-	0.0
Travel	\$	1,400.00	\$	-	\$	-	\$	-	\$	-	\$	-	0.0
Wages	\$	42,000.00	\$	6,696.51	\$	1,933.28	\$	1,933.28	\$	-	\$	10,563.07	25.2
Community Programs (Black Fly)	\$	7,200.00	\$	5,722.23	\$	-	\$	-	\$	-	\$	5,722.23	79.5
Bank Charges	\$	900.00	\$	142.50	\$	47.50	\$	47.50	\$	-	\$	237.50	26.4
Honorariums	\$	3,300.00	\$	-	\$	-	\$	-	\$	-	\$	-	0.0
Training	\$	500.00	\$	-	\$	-	\$	-	\$	-	\$	-	0.0
Internet and Phone	\$	2,500.00	\$	565.31	\$	187.75	\$	186.84	\$	-	\$	939.90	37.6
Website	\$	1,000.00	\$	38.50	\$	-	\$	-	\$	-	\$	38.50	3.9
Fire Dues	\$	24,000.00	\$	6,000.00	\$	2,000.00	\$	2,000.00	\$	-	\$	10,000.00	41.7
Accounting Software	\$	1,100.00	\$	-	\$	-	\$	-	\$	-	\$	-	0.0
Loan Repayment	\$	26,000.00	\$	6,236.90	\$	2,126.71	\$	2,081.54	\$	-	\$	10,445.15	40.2
Total	\$	160,000.00	\$	39,333.86	\$	8,737.04	\$	7,882.94	\$	-	\$	55,953.84	35.0

Facility and Public Property													
Property Tax	\$	2,000.00	\$	1,016.20	\$	-	\$	-	\$	-	\$	1,016.20	50.8
Snow Removal	\$	28,500.00	\$	-	\$	-	\$	-	\$	-	\$	-	0.0
Repairs and Maintenance	\$	15,000.00	\$	9,697.62	\$	89.32	\$	89.32	\$	-	\$	9,876.26	65.8
Utilities	\$	26,000.00	\$	4,177.99	\$	1,394.62	\$	-	\$	-	\$	5,572.61	21.4
Landscaping	\$	5,600.00	\$	220.00	\$	1,112.00	\$	-	\$	-	\$	1,332.00	23.8
Cleaning and Supplies	\$	10,000.00	\$	1,473.43	\$	662.41	\$	771.00	\$	-	\$	2,906.84	29.1
Total	\$	87,100.00	\$	16,585.24	\$	3,258.35	\$	860.32	\$	-	\$	20,703.91	23.8

MUNICIPALITY OPERATING EXPENSES									
	21-22 Budget	1st Quarter	July	August	September	To Date	%		
Events									
Bar	\$ 4,000.00	\$ 250.00	\$ -	\$ -	\$ -	\$ 250.00	6.3		
Bingo	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Kitchen/Canteen	\$ 4,000.00	\$ 120.58	\$ 108.90	\$ -	\$ -	\$ 229.48	5.7		
Special Events	\$ 4,000.00	\$ 2,083.24	\$ 380.24	\$ -	\$ -	\$ 2,463.48	61.6		
Bartenders	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Security	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Raffle Fundraiser	\$ 151,776.00	\$ 30,857.88	\$ 6,766.54	\$ 4,781.64	\$ -	\$ 42,406.06	27.9		
Total	\$ 170,776.00	\$ 33,311.70	\$ 7,255.68	\$ 4,781.64	\$ -	\$ 45,349.02	26.6		

Parks and Recreation									
Supplies	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Rink	\$ 7,000.00	\$ 275.00	\$ -	\$ -	\$ -	\$ 275.00	3.9		
Total	\$ 9,000.00	\$ 275.00	\$ -	\$ -	\$ -	\$ 275.00	3.1		

Reserve Funds	2021-22 Budget								
Election Reserve Fund	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Emergency Measures Reserve Fund	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Capital Purchases Reserve Fund	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
IRAC and Legal Proceedings	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Contingency Reserve Fund	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Total	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		

MUNICIPALITY OPERATING EXPENSES									
	21-22 Budget	1st Quarter	July	August	September	To Date	%		
Sewer									
Administration	\$ 14,000.00	\$ 3,179.82	\$ 894.08	\$ 773.30	\$ -	\$ 4,847.20	34.6		
Bank Fees	\$ 300.00	\$ 57.00	\$ 19.00	\$ 19.00	\$ -	\$ 95.00	31.7		
Accounting Fees	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Contribution to Reserve Fund	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Interest on Debt	\$ 5,000.00	\$ 1,512.24	\$ -	\$ -	\$ -	\$ 1,512.24	30.2		
Debit Machine	\$ 800.00	\$ 201.35	\$ 63.86	\$ 64.25	\$ -	\$ 329.46	41.2		
Repairs and Maintenance	\$ 18,100.00	\$ 8,832.83	\$ 2,336.01	\$ 450.00	\$ -	\$ 11,618.84	64.2		
Supplies	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
Internet and Phone	\$ 800.00	\$ 188.45	\$ 62.59	\$ 62.28	\$ -	\$ 313.32	39.2		
Electricity	\$ 4,000.00	\$ 839.99	\$ 190.17	\$ -	\$ -	\$ 1,030.16	25.8		
Loan Repayment	\$ 26,000.00	\$ 11,462.40	\$ -	\$ -	\$ -	\$ 11,462.40	44.1		
Total	\$ 82,000.00	\$ 26,274.08	\$ 3,565.71	\$ 1,368.83	\$ -	\$ 31,208.62	38.1		

Community/Fire/Sewer Loan Payments April 2021 to August 2021

Date	Loan Number	Purpose	Auth Amount	Principal	Interest	Total	Balance
07-Apr-21	13041-020345046770	Sewer/Lagoon Financing	\$ 92,089.68	\$ 9,285.37	\$ 915.76	\$ 10,201.13	\$ 38,918.01
30-Apr-21	13041-020507609570	Replenish-Upgrade Sewer	\$ 46,464.28	\$ 2,177.03	\$ 596.48	\$ 2,773.51	\$ 32,001.19
		Sewer - April		\$ 11,462.40	\$ 1,512.24	\$ 12,974.64	\$ 70,919.20
These payments are only twice a year, next will be in October 2021							

Date	Loan Number	Purpose	Auth Amount	Principal	Interest	Total	Balance
07-Apr-21	13041-020376984470	Firehall Renov	\$ 34,585.05	\$ 656.17	\$ 93.10	\$ 749.27	\$ 33,928.88
05-Apr-21	13041-020570341171	Complex Improvement	\$ 92,000.00	\$ 321.00	\$ 177.79	\$ 498.79	\$ 75,799.41
06-Apr-21	13041-020547370071	Firetruck Loan	\$ 165,932.44	\$ 2,641.94	\$ 295.61	\$ 2,937.55	\$ 142,381.77
12-Apr-21	13041-020505215078	Upgrade to Kinkora Place	\$ 166,224.79	\$ 766.21	\$ 450.88	\$ 1,217.09	\$ 137,124.76
15-Apr-21	13041-020597318677	Sidewalk/Sewer	\$ 325,000.00	\$ 967.69	\$ 1,001.75	\$ 1,969.44	\$ 293,902.32
		Community -April		\$ 2,054.90	\$ 1,630.42	\$ 3,685.32	\$ 506,826.49
		Fire Department - April		\$ 3,298.11	\$ 388.71	\$ 3,686.82	\$ 176,310.65

Date	Loan Number	Purpose	Auth Amount	Principal	Interest	Total	Balance
03-May-21	13041-020376984470	Firehall Renov	\$ 34,585.05	\$ 706.21	\$ 43.06	\$ 749.27	\$ 33,222.67
05-May-21	13041-020570341171	Complex Improvement	\$ 92,000.00	\$ 327.46	\$ 171.33	\$ 498.79	\$ 75,471.95
06-May-21	13041-020547370071	Firetruck Loan	\$ 165,932.44	\$ 2,656.69	\$ 280.86	\$ 2,937.55	\$ 139,725.08
10-May-21	13041-020505215078	Upgrade to Kinkora Place	\$ 166,224.79	\$ 783.17	\$ 433.92	\$ 1,217.09	\$ 136,341.59
17-May-21	13041-020597318677	Sidewalk/Sewer	\$ 325,000.00	\$ 1,003.19	\$ 966.25	\$ 1,969.44	\$ 292,899.13
		Community - May		\$ 2,113.82	\$ 1,571.50	\$ 3,685.32	\$ 504,712.67
		Fire Department - May		\$ 3,362.90	\$ 323.92	\$ 3,686.82	\$ 172,947.75

Date	Loan Number	Purpose	Auth Amount	Principal	Interest	Total	Balance
01-Jun-21	13041-020376984470	Firehall Renov	\$ 34,585.05	\$ 694.81	\$ 54.46	\$ 749.27	\$ 32,527.86
07-Jun-21	13041-020570341171	Complex Improvement	\$ 92,000.00	\$ 322.52	\$ 176.27	\$ 498.79	\$ 75,149.43
07-Jun-21	13041-020547370071	Firetruck Loan	\$ 165,932.44	\$ 2,652.74	\$ 284.81	\$ 2,937.55	\$ 137,072.34
10-Jun-21	13041-020505215078	Upgrade to Kinkora Place	\$ 166,224.79	\$ 771.27	\$ 445.82	\$ 1,217.09	\$ 135,570.32
15-Jun-21	13041-020597318677	Sidewalk/Sewer	\$ 325,000.00	\$ 974.39	\$ 995.05	\$ 1,969.44	\$ 291,924.74
		Community - June		\$ 2,068.18	\$ 1,617.14	\$ 3,685.32	\$ 502,644.49
		Fire Department - June		\$ 3,347.55	\$ 339.27	\$ 3,686.82	\$ 169,600.20

Date	Loan Number	Purpose	Auth Amount	Principal	Interest	Total	Balance
02-Jul-21	13041-020376984470	Firehall Renov	\$ 34,585.05	\$ 697.67	\$ 51.60	\$ 749.27	\$ 31,830.19
05-Jul-21	13041-020570341171	Complex Improvement	\$ 92,000.00	\$ 328.93	\$ 169.86	\$ 498.79	\$ 74,820.50
06-Jul-21	13041-020547370071	Firetruck Loan	\$ 165,932.44	\$ 2,667.16	\$ 270.39	\$ 2,937.55	\$ 134,405.18
12-Jul-21	13041-020505215078	Upgrade to Kinkora Place	\$ 166,224.79	\$ 788.09	\$ 429.00	\$ 1,217.09	\$ 134,782.23
15-Jul-21	13041-020597318677	Sidewalk/Sewer	\$ 325,000.00	\$ 1,009.69	\$ 959.75	\$ 1,969.44	\$ 290,915.05
		Community - July		\$ 2,126.71	\$ 1,558.61	\$ 3,685.32	\$ 500,517.78
		Fire Department - July		\$ 3,364.83	\$ 321.99	\$ 3,686.82	\$ 166,235.37

Date	Loan Number	Purpose	Auth Amount	Principal	Interest	Total	Balance
02-Aug-21	13041-020376984470	Firehall Renov	\$ 34,585.05	\$ 697.09	\$ 52.18	\$ 749.27	\$ 31,133.10
05-Aug-21	13041-020570341171	Complex Improvement	\$ 92,000.00	\$ 324.04	\$ 174.75	\$ 498.79	\$ 74,496.46
06-Aug-21	13041-020547370071	Firetruck Loan	\$ 165,932.44	\$ 2,663.58	\$ 273.97	\$ 2,937.55	\$ 131,741.60
10-Aug-21	13041-020505215078	Upgrade to Kinkora Place	\$ 166,224.79	\$ 776.37	\$ 440.72	\$ 1,217.09	\$ 134,005.86
16-Aug-21	13041-020597318677	Sidewalk/Sewer	\$ 325,000.00	\$ 981.13	\$ 988.31	\$ 1,969.44	\$ 289,933.92
		Community - August		\$ 2,081.54	\$ 1,603.78	\$ 3,685.32	\$ 498,436.24
		Fire Department - August		\$ 3,360.67	\$ 326.15	\$ 3,686.82	\$ 162,874.70

August 2021 Parks & Recreation Report

August 23, 2021

1. Gas tax funding has come through for both the Day care playground and Heritage park revitalization projects.
2. We have hired Trent Williams from the Parks & Recreation department of the City of Summerside as a project manager to assist in the development process of both Heritage Park and the Daycare Park. Trent was hired as the project manager of the outdoor rink project; Trent brings a wealth of knowledge and experience to us as he is familiar with regulations and requirements in regards to playgrounds.
3. Tina, Marissa, Megan and myself met with Trent on August 9th to stake out the fenced in area for the Daycare Playground, this area is on the east side of the rink on municipal property, including the tree line running back alongside the rink, this area will be fenced in and has treed, sloped, and flat landscapes to accommodate different activities for the children.

We have requested quotes from two companies, Somerset Landscaping and Atlantic Horticultural Services, to conduct work of cleaning out, and leveling the tree line. We haven't heard anything back from Atlantic Horticultural but Somerset Landscaping is interested in the project and we are just waiting on a quote from them.

Including the tree line in the play area is not vital but would enhance the look of the area and would also provide shelter and a different landscape for the children to play and learn in. Based on the fact that this is a time sensitive project I believe we should go ahead with Somerset Landscaping once the quote is received.

4. Trent is going to create a tender package for the construction in Heritage Park, this would include the moving of historical monuments, walkway repairs and reconstruction and front entrance repairs. Duffy Construction has donated the construction of a new parking lot on the south end of the park. This is valued at approx. \$6,000.00

5. Playground Equipment is approx. 6 months out so it is unlikely that we will have any new equipment in until spring of 2022, however I am planning to have a good start on the other changes in the next couple of weeks.

August 2021 Events Committee Report

August 23, 2021

- 1. Last Events Committee meeting was held on Monday, June 21st. Next meeting is scheduled for September 16th at 6:00pm at Kinkora Place.**
- 2. Zumba with Emily Allen every Wednesday evening.**
- 3. August Ceilidh will be held on August 29th .**
- 4. Kinkora Pot of Gold – Financial Information attached. We are currently posting in to our third lotto license. Donation of \$1000 was made to the South Shore Health and Wellness in July.**
- 5. Great turnout at Canada Day celebrations. Entertainment was by Kevin Arthur. Mandy MacLeod was awarded the 2021 Youth of the Year award and Jessica Niemi was awarded the 2021 Good Neighbor Award.**
- 6. Lesley and Tina met to discuss the return of bingo for late September. I will provide more details when we confirm date of restart.**
- 7. Plan is for crib to be returning in late September.**
- 8. Events Committee is starting to plan Fall Fest for late October. We are currently looking for volunteers to help with these events.**
- 9. Events committee is going to start to advertise hall rentals for Christmas parties for Saturdays starting mid-November. Plan to present proposed rate changes at September meeting.**
- 10. Events committee is currently looking at adjusting rates for hall rentals for weddings and other events.**
- 11. COVID Warrior Coin presentations – Lieutenant Governor wants to present the three coins. I will send out an email with specifics around presentations.**

Upcoming Events this Fall (tentative dates)

October

- **Fall Fest (October 29-31st)**

November

- **Remembrance Day Ceremony and Luncheon (November 11th)**
- **Christmas Craft Fair (November 13th)**

December

- **Santa's Drive By with Fire Department (Date to be determined)**
- **Kids Christmas Party & Christmas Tree Lighting (Date to be determined)**

Submitted by Lesley Cousins – August 23, 2021

Prize Draws - Lottery License #16159

January 27, 2021 to March 31, 2021

Total profit (License 16159): \$ **10,712.46**

Prize Draws - Lottery License #16189

March 10, 2021 to June 30, 2021

Total profit (License 16189) \$ **20,988.28**

Prize Draws - Lottery License #16242

July 7, 2021 to October 27, 2021

Total profit to date (License 16242) **7452.88**

Total Pot of Gold Raffle profit to date (all licenses) \$ **39,153.62**