

**Rural Municipality of Kinkora
Regular Meeting of Council
April 25, 2022
Minutes**

Present: Mayor Robert Duffy, Councilors Lesley Cousins, Harrison Duffy, Andrew McCarville, and Marisa McNeill

Absent: Amanda Dwyer and Roger Shea

Meeting Chair: Mayor Robert Duffy

Meeting Recorder: CAO Tina Harvey

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 Lesley Cousins and seconded by Marisa McNeill *“to approve the agenda for tonight’s meeting.”* All in favour. Motion carried.

5. **Public Presentations – none**
6. **Review/Approval of Minutes**

Regular Meeting – March 28, 2022

MOTION: Moved by Marisa McNeill and seconded by Lesley Cousins *“to approve the minutes from March 28th.”* All in favour. Motion carried.

7. **Business Arising from the Minutes - none**
8. **Correspondence**

CWL Thank You Card – Thank you card received from the St. Malachy’s CWL for the \$1,000 donation from the Kinkora Pot of Gold

KRHS Relay for Life – Request from KRHS for a donation to this year’s Relay for Life event. This will be the first put on by the school and they hope to raise \$10,000. Councilor Lesley Cousins declared a conflict and abstained from voting.

MOTION: Moved by Andrew McCarville and seconded by Harrison Duffy “to sponsor the KRHS Relay for Life for \$250.” All in favour. Motion carried.

Queen Elizabeth Hospital Foundation – A thank you for the support over the past years and a request to consider a donation once again this year, or hosting of a fundraising event. The April ceilidh, held on April 24th, was once again a fundraising event for the QEH Foundation.

9. Reports

a) **Fire Department** – 2021 Fire Chief’s Report attached

b) **KABC** – no report

Mayor Duffy

- Negotiations continue to obtain land at end of Johnston Lane (7 acres from property owner)
- Highways representatives were out to view sightlines from Scales Pond Road to where the small Bell Aliant building is located. Sightlines to access a new subdivision from Scales Pond Road were given a thumbs up
- Access road to the R4 lot – project has begun

c) **CAO** – written report attached

Land Purchase

MOTION: Moved by Andrew McCarville and seconded by Lesley Cousins “to offer St. Malachy’s Parish \$10,000 for the one-acre parcel mentioned and the approximate 1/3-acre parcel adjacent to Kinkora Place, with the understanding that the municipality will upgrade and maintain the parking lot and the church will retain use.” All in favour. Motion carried.

Community Meeting

- A date of Monday, June 6th at 7:00 pm was set for this meeting.

November Election

MOTION: Moved by Andrew McCarville and seconded by Marisa McNeill “to appoint Tina Harvey as the Municipal Electoral Officer and Joan Mulligan as the Deputy Municipal Electoral Officer.” All in favour. Motion carried.

d) **Finance** – no report

e) **Facility** – no report

f) **Sewer and Utility** – Committee Chair Andrew McCarville

- Sewer invoices going out tomorrow

g) **Parks, Recreation and Youth** – Committee Chair Harrison Duffy

- Project at Heritage Park started today
- Hope to have the grand opening in July
- Fence in front of Kinkora Place needs to be fixed; CAO to call Doug Peters

h) **Events** – Committee Chair Lesley Cousins - written report attached

MOTION: Moved by Lesley Cousins and seconded by Andrew McCarville “to top up the Ceilidh QEH Fundraiser to \$2,500.” All in favour. Motion carried.

i) **Daycare** – no report

j) **Planning Board** – no report

10. New Business

a. **Election Bylaw – First Reading**

MOTION: Moved by Harrison Duffy and seconded by Lesley Cousins “to approve first reading of the Bylaw for Municipal Elections Proceedings, Bylaw #2022-01.” All in favour. Motion carried.

11. **Old Business/Carry Forward Items** - none

12. **Date of Next Meeting** – May 30th, 2022 at 7 pm

13. Adjournment

MOTION: Moved by Lesley Cousins and seconded by Marisa McNeill "to adjourn the meeting at 7:42 pm." All in favour. Motion carried.



Mayor

June 7/2022
Date



Chief Administrative Officer

May 30, 2022.
Date

Fire Chief's Report For 2021

Last year I started my report by saying that 2020 was a year like no other. Well, that may have been an understatement. 2021 marked my fifth year as Chief of the Kinkora and Area Fire Department. I have stated in the past that any role in the Fire Service does not mean that you stop learning and I still stand by that. The Chief Officer's role is just like any other position on a Fire Department. A good Chief should be continuously learning techniques to serve fellow firefighters and the community. I want to thank everyone for having confidence in me as Chief of the Kinkora and Area Fire Department. The support from our members, families, Council, District, and the general public in which we serve makes the Kinkora and Area Fire Department such a great place to volunteer.

2021 had a higher number of calls for service than 2020, up from 40 to 55 calls. The number of responses is unusual because we were back to overall pre-pandemic numbers without very many MFR calls. The calls that we did respond to included MVAs, fires, search and rescue, alarms and MFR calls. As with every year, the call volume we have always speaks to the importance of training and being prepared. We do not want our skills to become rusty and we try to be sharp and on point through education and practice.

Our overall membership numbers have not changed this year and we currently sit with 32 members, which is 3 lower than a full complement of 35 members. In 2021, 1 member resigned from the Kinkora and Area Fire Department due to moving to Tyne Valley. One member joined Kinkora Fire Department on a probationary status in December. As of now, the gap in our roster has not been filled. However, we are currently not actively recruiting but have been considering a recruitment drive.

2021 was once again a productive training year. We saw members attend various courses, including MFR, and Level 2 Firefighter training. At this time, 31 members of the Kinkora Fire Department are considered full status members with 1 member on probation. 5 members recently completed their Level 2 training. Once again this year, in-house training was limited in the past year due to COVID-19 at the Kinkora and Area Fire Department. The in-house training that was offered was successful in 2021 with veteran members not only honing their skills but also mentoring newer members.

In 2021 we purchased a vehicle stabilization kit, a set of irons, a windshield saw, and low-level suction for drafting water. A plan to purchase a Thermal Imaging Camera was initiated with a certain percentage of fundraising profits to be set aside until \$20,000 has been saved.

Many Fire Department extra-curricular activities were canceled in 2021. This

past summer saw us once again cancel our Annual Antique Tractor Pull and pancake breakfast weekend fundraiser due to COVID-19 restrictions. The Kinkora and Area Fire Department was able to host its annual summer barbeque and lobster dinner with members and 1 guest only to keep numbers within COVID-19 restriction guidelines. Covid restrictions did ease enough in September to send 8 members to participate in the PEI Firefighter's golf tournament in Fox Meadows. In December members gathered for an evening of food and drink to celebrate another great year and Christmas cheer and to present certificates, years of service awards, and the Firefighter of the year award. The evening was enjoyed by all and a great appreciation was shown to Kinkora Council for providing a spot to eat and dance, and also for donating the costs of the night.

We have a great diversity of members on our Fire Department: farmers, mechanics, teachers, carpenters, paramedics, the list goes on and on. Everyone brings something different to the table, but they all have a common goal. They are all willing to answer the call and put their life on the line for the sake of anyone.

I can tell you with pride that our members hold their heads high and provide the public with the best service, care, professionalism and compassion that they have. These men and women are real heroes, they volunteer to one of the most dangerous jobs in the world.

I am very pleased to report that 2021 has worked out to be a balanced budget, after getting through another year of annual expenses with numbers subject to change when the accounts audit our books. We hold more than \$98,000 in our truck reserve to be put towards our next truck. A plan is currently being developed to start the process of purchasing our next truck. The bunker suit reserve sits at almost \$25,000 to be put towards the future purchase of bunker suits. The expiration date of the newest bunker gear we own is coming due very soon. A plan is also being developed for the purchase of bunker gear as well. After the end of a promise for a 10 year freeze on fire dues, there will be a proposed increase to fire dues this year. We are asking for a \$0.01 increase per \$100 of assessed value to non-commercial, commercial, and farm properties. Along with this, we are asking for an increase to the cap of non-commercial properties to \$400 for properties assessed at over \$333,000. These increases, along with using the money set aside in the truck reserve will allow for the purchase of a new truck in the next 2 years and another new truck in the next 5 years.

Once again I would like to thank everyone for the past year and look forward to making 2022 a safe year.

Thank You
Chief Johnny Dugay

CAO's Report – April 25, 2022

- 1) **Canada Summer Jobs** – The municipality was approved for two positions: one for the Early Learning Center and one maintenance student position. This will be advertised shortly. We are still waiting to hear on the Jobs for Youth and Post-Secondary Student programs.
- 2) **Land Purchase** – The St. Malachy's Parish Council has indicated they are interested in selling the municipality the portion of their property that takes in the Kinkora Place parking lot back to the tree line at the back of the green space. This is just over one acre as determined by development officer Derek French.
- 3) **Bylaw Officer** – Bylaw Officer Donna Johnson started work in the municipality; it has been two weeks now. She will be here each Thursday morning.
- 4) **Community Meeting** – An initial concept drawing and floor plan for a new community center has been received; the architect who provided this is currently on vacation but will be out to do a site visit and make amendments. A date needs to be set for a community meeting so it can be well advertised.
- 5) **Audit Update** – MRSB has received all information necessary to do the Annual Expenditure Report for the municipality's Gas Tax funds; this is due on May 15th.
- 6) **November Election** – The Municipal Electoral Officer (MEO) and Deputy MEO must be appointed by council by May 9, 2022. In addition, it is recommended that council implement an election official fees policy for the upcoming election. In the past the municipality has used the PEI Election Act Tariff of Fees and Expenses and it has worked well.
- 7) **Vacation** – The office will be closed from May 24-27.



Tina Harvey

April 2022 Events Committee Report – April 25, 2022

- 1. Kinkora Pot of Gold (have held one draw since April 1)**
- 2. Crib is still on Saturday afternoons, ending in May**
- 3. Ceilidh was held yesterday. This was the QEH fundraiser, and raised \$2,171. The municipality generally tops this up to an even amount.**
- 4. Good Neighbour Award nomination information will be going out in the newsletter and on the community Facebook page. This will be presented on Canada Day.**
- 5. Festival of Small Halls – *Girls Night Out* is the theme and it will be at Kinkora Place on Saturday, June 18th.
<https://smallhalls.com/schedule/shows/girls-night-out/>**
- 6. Hall is booked for a number of weddings and occasions during the summer months.**
- 7. Rural Municipality of Kinkora Parade Float idea? Theme for the parade will be determined at Somerset Festival meeting this week.**

Submitted by Lesley Cousins – April 25, 2022