

**Rural Municipality of Kinkora
Regular Meeting of Council
March 27, 2023
Minutes**

Present: Mayor Robert Duffy, Councilors Harrison Duffy, Amanda Dwyer, Andrew Lawless, Andrew McCarville, Christine McKenna, and Amanda Noonan

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**
Councilor Andrew McCarville requested that HR be added under Reports
4. **Approval of Agenda**

MOTION: Moved by Harrison Duffy and seconded by Andrew Lawless *“to approve the agenda for the March 27, 2023 meeting with the addition.”* All in favour. Motion carried.

5. **Public Presentations – none**

6. **Review/Approval of Minutes**
Regular Meeting - February 27, 2023

MOTION: Moved by Andrew McCarville and seconded by Amanda Dwyer *“to approve the minutes for the February 27th meeting.”* All in favour. Motion carried.

Public Budget Presentation Meeting – March 6, 2023

MOTION: Moved by Andrew McCarville and seconded by Christine McKenna *“to approve the March 6th meeting minutes.”* All in favour. Motion carried.

7. **Business Arising from the Minutes**

- a) **Residents of Shamrock Crescent** – Letter received signed by numerous residents of Shamrock Crescent requesting council consider using Gas Tax funding for ditch infilling on both sides of the street. This request is due to ongoing drainage issues. CAO to send a reply to the residents with this information and strongly recommending they attend this public meeting to give their input.

A letter was sent to the residents in care of Leo Flood as per council’s direction.

- b) **Benevolent Irish Society** - Email from Pat Duffy, Coordinator of Sister Communities for the BIS 200 Year Anniversary Planning Committee, asking that Kinkora join the BIS in this celebration. Each community can choose how they wish to celebrate and the BIS is prepared to cover reasonable expenses in putting on the function. The time period is from August 1-18, 2025. CAO to inform the committee that Kinkora will take part by putting on a ceilidh, and confirm that this will be held in 2025.

CAO confirmed that the event is being planned for 2025 and expressed that Kinkora will participate as indicated.

- c) **Parkman Holdings** – Email from Parkman Holdings CEO Brett Poirier regarding the situation with garbage at 61 Anderson Road. Mr. Poirier is requesting council give him until April 21, 2023 to get a fence in place around the garbage receptacles. He has attempted several solutions to no avail. CAO to inform Mr. Poirier of council's agreement and the need for a permit and location approval, and remind him that this situation has been ongoing for several years.

Mr. Poirer is in the process of completing a permit application for the fence and has been informed of council's conditions.

8. Correspondence - none

9. Reports

- a) **Fire Department** – Fire Chief Johnny Dugay – written report and budget attached
- Added 2% to the new budget compared to what was brought in last year
 - Put money away for future new trucks and bunker gear
 - Had two fires since the last meeting
 - New thermal imaging device helped in a fire last weekend by finding some hot spots
- b) **KABC** – Councilor Harrison Duffy
- KABC met on March 21st
 - Len McCardle agreed to sell 8.4 acres at \$15,000/acre
 - KABC received a letter from National Bank regarding moving money into an interest-bearing account
 - Councilor Duffy will attend an information session on the new federal Housing Accelerator Fund that opens for applications this summer
- c) **CAO** – written report attached
- d) **Finance** – Councilor Amanda Noonan - Financials attached
- Met with CAO earlier today to go over the financial plan

- The Equalization Grant amount was increased to reflect the notification of the actual amount
- The MCEG amount was decreased to \$60,000 as no word has been received yet on an extension to the program
- Other Revenue was decreased to \$1,500 based upon the current year's actual revenue
- With additional events, activities and space, the Cleaning and Supplies amount was increased
- Under Capital Projects for 2023-24, a \$100,000 playground grant was reflected
- An additional amount was added under Complex Furniture for the purchase of new hall chairs
- A raise for the maintenance position held by Luke Duffenais has been accounted for in the operating budget

MOTION: Moved by Andrew McCarville and seconded by Andrew Lawless *"to increase Luke's hourly wage to \$18.00 per hour for the next fiscal year, with an annual increase of 3% following a performance development plan."* All in favour. Motion carried.

e) Facility - Councilor Harrison Duffy – no report

f) Sewer and Utility – Councilor Andrew McCarville – no report

- The building for the UV Chamber Upgrade project has been built and just needs to be wired. The project should be finished by mid-May.

g) Parks, Recreation and Youth – Councilor Andrew Lawless

- The outdoor rink has closed for this year and planning has begun for next year, with the purchase of a Zamboni and construction of a Zamboni room. A liner for the rink will be sourced as well.
- Funding to refurbish and upgrade the ballfield is in the budget so older children will be able to play at the field. A plan will be in place after a meeting with Kevin McKenna from BAMBA.
- The tennis courts are not used any more and they are getting to be an eyesore. The municipality does not own the tennis courts; they are owned by the Public Schools Branch. Councilor Lawless will discuss this with KRHS principal Ryan McAleer
- The Heritage Park project is nearing completion. Discussion around holding the grand opening in conjunction with Somerset Festival

h) Events – Councilor Christine McKenna

- The next planned event is an Easter egg hunt for children on April 1st
- A date for 'Meet Your Neighbour' night is still being discussed, possibly in June
- CAO gave an update on the Pot of Gold raffle. There have been two recent draws with a profit of \$3,175.

- A ceilidh in support of the QEH Foundation was held yesterday and raised \$783.40. CAO noted that council usually tops up the amount to \$1,000 and there is still money remaining in the Donations budget.

MOTION: Moved by Harrison Duffy and seconded by Amanda Noonan “to top up the Ceilidh donation to \$1,000.” All in favour. Motion carried.

i) Daycare – Councilor Amanda Dwyer

- The daycare was finally approved to move the school aged program to Somerset Consolidated School and they are planning to make this change as of May 1, 2023 to give parents plenty of notice.
- A grant for the \$100,000 accessible playground was received as well as an additional \$20,000 for new toys and equipment for the childcare center

j) HR – Councilor Andrew McCarville

- We are two years behind in performance reviews; the daycare staff and CAO have built in wage increases
- CAO and daycare Director of Programming have done reviews with the daycare staff already
- Councilors McCarville and Dwyer will meet with CAO and Director of Programming to do their reviews
- Sending out a pulse survey to daycare parents has been discussed for a few months now and there is a meeting tomorrow to move that along.

10. New Business

a. Tax Rate for 2023

- Tax Rates have been set at \$0.55/\$100 of assessed value for non-commercial properties and \$0.57/\$100 of assessed value for commercial properties for a number of years. The rate for this year’s budget remains the same.

MOTION: Moved by Andrew McCarville and seconded by Amanda Dwyer “to hold the tax rate at \$0.55/\$100 of assessed value for non-commercial and \$0.57/\$100 of assessed value for commercial.” All in favour. Motion carried.

b. Adoption of 2023-24 Financial Plan - attached

MOTION: Moved by Amanda Noonan and seconded by Andrew McCarville “to adopt the 2023-2024 Financial Plan as presented.” All in favour. Motion carried.

c. Hall Addition – Award Design Consulting Services

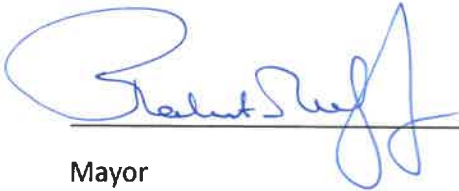
- The tender for Architectural and Engineering Design Services for the Hall Addition project closed on March 15, 2023 with two proposals received. Pre-Construction Project Manager Mitch Eamer reviewed both proposals, which were very close in terms of price, and recommended the tender be awarded to Coles Associates Ltd.

MOTION: Moved by Amanda Dwyer and seconded by Amanda Noonan "to award the tender to Coles Associates." All in favour. Motion carried.

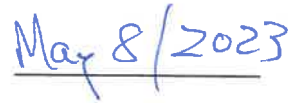
11. Date of Next Meeting – April 24, 2023 at 7 pm

12. Adjournment

MOTION: Moved by Harrison Duffy and seconded by Christine McKenna "to adjourn the meeting at 7:52 pm."



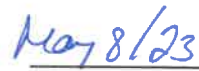
Mayor



Date



Chief Administrative Officer



Date

Fire Chief's Report For 2022

For the past 2 years, I started my reports by saying that each year was like no other. I feel that the worst of Covid is behind us now and our Fire Department can start getting back to normal. 2022 was my sixth 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 studying and I still stand by that. The Chief Officer's role is just like any other position in a Fire Department. A good Chief should be continuously learning techniques to serve fellow firefighters and the community. The Chief should lead by example and participate in everything as an equal. 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 public makes the Kinkora and Area Fire Department a wonderful place to volunteer.

2022 had a higher number of calls for service than 2021, up to 45 from 40 calls. The calls that we responded to included MVAs, fires, search and rescue, alarms and MFR calls. As with every year, the call volume we have always speaks of 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 have 32 members, which is 3 lower than a full complement of 35 members. In 2022, 1 member resigned from the Kinkora and Area Fire Department due to moving to out of Province and another did not return from a leave of absence. 2 members joined Kinkora Fire Department on a probationary status in February. As of now, the gap in our roster has not been filled.

2022 was once again a productive training year. We saw members attend various courses, including MFR, HazMat Awareness, and Level 1 Firefighter training. Currently, 28 members of the Kinkora Fire Department are considered full status members with 4 members on probation. The in-house training that was offered was successful in 2022 with veteran members not only honing their skills but also mentoring newer members.

In 2022 we purchased a thermal imaging camera, 4 personal sized thermal imaging devices, and 15 BA bottles. A committee was put together to give input for purchasing a new tanker truck. After many meetings, an RFP was sent out to companies and in the end, a 3500-gallon truck was ordered from Fort Garry Fire Trucks.

This past summer, we were finally able to host our Annual Antique Tractor Pull and pancake breakfast weekend fundraiser without COVID restrictions. The Kinkora and Area Fire Department was able to host its annual summer barbeque and lobster dinner with members and a guest. With Covid restrictions dropped, members

were able to participate in regional Firefit events with the over 40 mixed relay team bringing home a bronze medal this year. Members of the Kinkora and Area Fire Department entered a team in the PEI firefighter's softball tournament in August. In September, 4 members participated in the PEI Firefighter's golf tournament in Fox Meadows. In December members gathered at O'Shea's Pub and Eatery 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 great appreciation was shown to Richard Shea for providing a spot to eat and dance, and Robert Green for donating some of the costs of the night.

We have a great diversity of members in 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 2022 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 \$150,000 in our truck reserve to be put towards our new truck. The bunker suit reserve sits at over \$30,000 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. I am very pleased to announce that there will not be an increase in fire dues this year.

Once again, I would like to thank everyone for the past year and look forward to making 2023 a safe year.

Thank You
Chief Johnny Dugay

KINKORA AND AREA FIRE DEPARTMENT

SUMMARY OF OPERATING REVENUE AND EXPENSES

FIRE DEPARTMENT OPERATING REVENUE	2023-24 Budget
Fire Dues	\$ 221,070.00
Additional Revenue	\$ -
Interest	
Community Funds/Grants	
Loans	
Total	\$ 221,070.00

FIRE DEPARTMENT OPERATING EXPENSES	2023-24 Budget
Firefighter Insurance	\$ 1,750.00
Fire Truck Insurance	\$ 5,800.00
Radio Rentals/Cell Phones	\$ 4,000.00
Advertising	\$ 250.00
Medacom	\$ 3,100.00
Dues	\$ 1,500.00
Training and Travel	\$ 10,500.00
Firefighter of the Year Award	\$ 1,500.00
Fuel	\$ 3,500.00
Share of Complex	\$ 24,000.00
Administration	\$ 9,000.00
Truck Payment	\$ 35,840.00
Truck Maintenance	\$ 10,000.00
Equipment Maintenance	\$ 8,000.00
New Equipment	\$ 17,500.00
Office and Supplies	\$ 500.00
Honorarium	\$ 22,750.00
Donations	\$ 1,500.00
Snow Removal	\$ 1,000.00
PEI MFS Events	\$ 2,000.00
Property Maintenance	\$ 1,200.00
Building Payment	\$ 9,200.00
Internet/TV/Phone	\$ 3,500.00
Reserve Fund - Truck	\$ 37,530.00
Reserve Fund - Bunker Gear	\$ 5,650.00
Total	\$ 221,070.00

Operating Surplus	\$ -
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CAO's Report – March 27, 2023

- 1) **FPEIM Annual Meeting** – The Federation of PEI Municipalities Annual Meeting is scheduled to take place on Monday, April 24th from 9 am to 4 pm at the Eastern Kings Sportsplex, hosted by the Town of Souris. The deadline for registration is April 14th. That is a council meeting day so I will not be attending.
- 2) **Restructuring Proposal** – IRAC published the notice regarding the proposal to annex land northwest of the municipality in the Guardian on Saturday, March 25, 2023. This gives members of the public 21 days to respond with any remarks.
- 3) **Accessible Playground Grant** – I had applied for a federal grant in November to build an accessible playground for the daycare/sportsplex area. We received notice that we were approved for a \$100,000 grant, with the project to be completed by March 2025. Tenders will be drafted and posted shortly with the hope of having this project done at the same time as the addition. There is still CCBF money allocated for this project as well.
- 4) **Code of Conduct Regulations** – There are new Code of Conduct regulations coming into effect for municipalities on April 1, 2023. Kinkora's bylaw will need to be updated to meet some new requirements, including mandatory Code of Conduct training for all members of council. Municipalities will be given time to update their bylaws and meet the training requirement. We will be notified when Municipal Affairs has provided an updated bylaw template and the mandatory training.
- 5) **Employee Policies** – A Code of Conduct Policy for Employees is also required under the MGA, as well as Terms and Conditions of Employment. A draft Code of Conduct Policy will be ready for council's review next month. Currently the terms and conditions of employment are laid out in offer letters but this will gradually be changed to contracts containing the same terms and conditions.
- 6) **Financial Statements** – Once again this year, the deadline to submit Financial Statements to Municipal Affairs has been extended to October 15th from July 15th. This change happened during Covid and it seems this may be a permanent change.
- 7) **Office Closure** – I will be away from April 6-14 so the office will be closed. This period does include two statutory holidays for Good Friday and Easter Monday.



Tina Harvey

RURAL MUNICIPALITY OF KINKORA
SUMMARY OF OPERATING REVENUE AND EXPENSES

Figures up to March 24, 2023

MUNICIPALITY OPERATING REVENUE	2022-23 Budget	To Date	%
Assessable municipal property taxes	\$ 123,323.00	\$ 131,977.91	107
Equalization Grant	\$ 61,203.52	\$ 61,203.48	100
Municipal Capital Expenditure Grant (MCEG)	\$ 11,800.00	\$ 18,019.90	153
Events - Regular and Special	\$ 104,870.00	\$ 59,804.68	57
Multiplex Board Signage	\$ 9,600.00	\$ 10,800.00	113
Early Learning Center Revenue	\$ 539,000.00	\$ 499,502.20	93
Other Income (Donations, permits, etc.)	\$ 5,000.00	\$ 1,484.13	30
Total	\$ 854,796.52	\$ 782,792.30	92

MUNICIPALITY OPERATING EXPENSES	2022-23 Budget	To Date	%
Administration	\$ 149,566.00	\$ 119,839.07	80
Facility	\$ 75,900.00	\$ 43,540.77	57
Events	\$ 65,500.00	\$ 38,305.59	58
Parks and Recreation	\$ 11,000.00	\$ 111.52	1
Early Learning Center	\$ 498,300.00	\$ 498,598.88	100
Reserve Funds	\$ 3,500.00	\$ 3,500.00	100
Total	\$ 803,766.00	\$ 703,895.83	88

Operating Surplus	\$ 51,030.52	\$ 78,896.47	155
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SEWER UTILITY OPERATING REVENUE	2022-23 Budget	To Date	%
Flat Rate Sewer Fees	\$ 82,000.00	\$ 83,040.19	101
Total	\$ 82,000.00	\$ 83,040.19	101

SEWER UTILITY OPERATING EXPENSES	2022-23 Budget	To Date	%
Total Operating Expenses	\$ 82,000.00	\$ 76,743.30	94

Sewer Operating Surplus	\$ -	\$ 6,296.89	
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MUNICIPALITY OPERATING EXPENSES	2022-23 Budget	To Date	%
Administration			
Advertising	\$ 5,000.00	\$ 1,588.84	32
Donations	\$ 2,000.00	\$ 1,405.57	70
Dues/Grants	\$ 1,000.00	\$ 791.87	79
Accounting Fees	\$ 10,000.00	\$ 3,958.79	40
Insurance	\$ 7,000.00	\$ 4,588.29	66
Interest on Loans	\$ 18,900.00	\$ 12,905.32	68
Office Supplies	\$ 2,500.00	\$ 1,702.69	68
POS Fees	\$ 500.00	\$ 213.76	43
Professional Fees	\$ 4,000.00	\$ 8,350.53	209
Library	\$ 300.00	\$ 300.00	100
Travel	\$ 1,000.00	\$ -	0
Wages and Benefits	\$ 28,000.00	\$ 25,745.55	92
Community Programs (Black Fly)	\$ 6,000.00	\$ 5,722.23	95
Bank Charges	\$ 600.00	\$ 894.78	149
Honorariums	\$ 3,300.00	\$ 3,150.00	95
Training	\$ 2,000.00	\$ -	0
Internet and Phone	\$ 2,500.00	\$ 1,647.07	66
Website	\$ 1,000.00	\$ 348.70	35
Fire Dues	\$ 26,866.00	\$ 26,866.00	100
Accounting Software	\$ 1,100.00	\$ 336.22	31
Loan Repayment	\$ 26,000.00	\$ 19,322.86	74
Total	\$ 149,566.00	\$ 119,839.07	80

Facility and Public Property

Property Tax	\$ 2,300.00	\$ 2,143.29	93
Snow Removal	\$ 5,000.00	\$ 671.34	13
Repairs and Maintenance	\$ 22,000.00	\$ 8,719.07	40
Utilities	\$ 21,000.00	\$ 16,090.20	77
Landscaping	\$ 5,600.00	\$ 2,571.84	46
Cleaning and Supplies	\$ 10,000.00	\$ 7,420.73	74
Wages	\$ 10,000.00	\$ 5,924.30	59
Total	\$ 75,900.00	\$ 43,540.77	57

Events

Bar	\$ 3,000.00	\$ 4,546.48	152
Bingo	\$ -	\$ -	0
Kitchen/Canteen	\$ 1,000.00	\$ 1,856.20	186
Special Events	\$ 5,500.00	\$ 4,696.74	85
Bartenders	\$ 2,000.00	\$ 1,294.65	65
Security	\$ 2,000.00	\$ 932.50	47
Raffle Fundraiser	\$ 52,000.00	\$ 24,979.02	48
Total	\$ 65,500.00	\$ 38,305.59	58

MUNICIPALITY OPERATING EXPENSES	2022-23 Budget	To Date	%
Parks and Recreation			
Supplies	\$ 2,000.00	\$ 57.54	3
Rink	\$ 9,000.00	\$ 53.98	1
Total	\$ 11,000.00	\$ 111.52	1

Early Learning Center			
Administration	\$ 443,800.00	\$ 447,337.31	101
Facility Costs	\$ 35,000.00	\$ 32,319.23	92
Food	\$ 15,000.00	\$ 14,931.98	100
Supplies	\$ 4,500.00	\$ 4,010.36	89
Total	\$ 498,300.00	\$ 498,598.88	100

SEWER UTILITY OPERATING EXPENSES	2022-23 Budget	To Date	%
Administration	\$ 16,000.00	\$ 15,941.22	100
Bank Fees	\$ 300.00	\$ 260.22	87
Accounting Fees	\$ 5,000.00	\$ 2,262.16	45
Interest on Debt	\$ 5,000.00	\$ 7,611.37	152
Debit Machine	\$ 800.00	\$ 286.55	36
Repairs and Maintenance	\$ 18,100.00	\$ 18,855.56	104
Supplies	\$ 4,000.00	\$ 1,435.85	36
Internet and Phone	\$ 800.00	\$ 831.97	104
Electricity	\$ 2,000.00	\$ 1,154.91	58
Loan Repayment	\$ 30,000.00	\$ 28,103.49	94
Total	\$ 82,000.00	\$ 76,743.30	94

Community/Fire/Sewer Loan Payments March 2023

Date	Purpose	Principal	Interest	Total	Balance
01-Mar-23	Firehall Renov	\$ 722.06	\$ 27.21	\$ 749.27	\$ 17,653.63
06-Mar-23	Complex Improvement	\$ 345.37	\$ 171.19	\$ 516.56	\$ 68,319.31
06-Mar-23	Firetruck Loan	\$ 2,785.12	\$ 152.43	\$ 2,937.55	\$ 80,005.49
21-Mar-23	Upgrade to Kinkora Place	\$ 864.26	\$ 352.83	\$ 1,217.09	\$ 118,599.29
15-Mar-23	Sidewalk/Sewer	\$ 1,136.64	\$ 832.80	\$ 1,969.44	\$ 270,268.38
	Community - March	\$ 2,346.27	\$ 1,356.82	\$ 3,703.09	\$ 457,186.98
	Fire Department - March	\$ 3,507.18	\$ 179.64	\$ 3,686.82	\$ 97,659.12

Date	Purpose	Principal	Interest	Total	Balance
07-Oct-22	Sewer/Lagoon	\$ 9,822.55	\$ 378.58	\$ 10,201.13	\$ 9,996.30
	Sewer	\$ 9,822.55	\$ 378.58	\$ 10,201.13	\$ 9,996.30

This is paid twice annually, the next (and final) payment will be in April 2023

RURAL MUNICIPALITY OF KINKORA
SUMMARY OF OPERATING REVENUE AND EXPENSES

MUNICIPALITY OPERATING REVENUE	2023-24 Budget
Assessable municipal property taxes	\$ 138,377.94
Equalization grant from provincial government (MSG payment)	\$ 66,354.46
Municipal Capital Expenditure Grant (MCEG)	\$ 60,000.00
Events - Regular and Special	\$ 79,370.00
Multiplex Board Signage	\$ 8,000.00
Early Learning Center Revenue	\$ 784,000.00
Other Income (Donations, permits, etc.)	\$ 1,500.00
Total	\$ 1,137,602.40

MUNICIPALITY OPERATING EXPENSES	2023-24 Budget
Administration	\$ 177,900.00
Facility	\$ 94,500.00
Events	\$ 53,100.00
Parks and Recreation	\$ 20,000.00
Early Learning Center	\$ 784,000.00
Reserve Funds	\$ 3,500.00
Total	\$ 1,133,000.00

Operating Surplus	\$ 4,602.40
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SEWER UTILITY OPERATING REVENUE	2023-24 Budget
Flat Rate Sewer Fees	\$ 83,600.00
Total	\$ 83,600.00

SEWER UTILITY OPERATING EXPENSES	2023-24 Budget
Total Operating Expenses	\$ 83,600.00

Sewer Operating Surplus	\$ -
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MUNICIPALITY OPERATING EXPENSES**2023-24 Budget****Administration**

Advertising	\$	5,000.00
Donations	\$	2,000.00
Dues/Grants	\$	1,000.00
Accounting Fees	\$	10,000.00
Insurance	\$	10,000.00
Interest on Loans	\$	20,000.00
Office Supplies	\$	3,000.00
POS Fees	\$	500.00
Professional Fees	\$	10,000.00
Library	\$	300.00
Travel	\$	1,000.00
Wages and Benefits	\$	38,000.00
Community Programs (Black Fly)	\$	8,000.00
Bank Charges	\$	800.00
Honorariums	\$	3,300.00
Training	\$	2,000.00
Internet and Phone	\$	2,500.00
Website	\$	1,000.00
Fire Dues	\$	28,000.00
Accounting Software	\$	1,500.00
Loan Repayment	\$	30,000.00
Total	\$	177,900.00

Facility and Public Property

Property Tax	\$	2,500.00
Snow Removal	\$	5,000.00
Repairs and Maintenance	\$	30,000.00
Utilities	\$	26,000.00
Landscaping	\$	6,000.00
Cleaning and Supplies	\$	15,000.00
Wages	\$	10,000.00
Total	\$	94,500.00

Events

Bar	\$	3,000.00
Bingo	\$	-
Kitchen/Canteen	\$	2,000.00
Special Events	\$	11,600.00
Bartenders	\$	2,000.00
Security	\$	2,000.00
Raffle Fundraiser	\$	32,500.00
Total	\$	53,100.00

MUNICIPALITY OPERATING EXPENSES**2023-24 Budget****Parks and Recreation**

Ballfield	\$	15,000.00
Rink	\$	5,000.00

Total	\$	20,000.00
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Early Learning Center

Administration	\$	711,500.00
Facility Costs	\$	45,000.00
Food	\$	21,000.00
Supplies	\$	6,500.00

Total	\$	784,000.00
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SEWER UTILITY OPERATING EXPENSES**2023-24 Budget**

Administration	\$	16,000.00
Bank Fees	\$	300.00
Accounting Fees	\$	5,000.00
Interest on Debt	\$	7,000.00
Debit Machine	\$	750.00
Repairs and Maintenance	\$	27,700.00
Supplies	\$	4,000.00
Internet and Phone	\$	850.00
Electricity	\$	2,000.00
Loan Repayment	\$	20,000.00
Total	\$	83,600.00

RURAL MUNICIPALITY OF KINKORA

SUMMARY OF OPERATING REVENUE AND EXPENSES - KINKORA EARLY LEARNING CENTER

KELC OPERATING REVENUE	2023-24 Budget
Parent Fees	\$ 344,000.00
Designation and Government Funding	\$ 440,000.00
Total Operating Revenue	\$ 784,000.00

KELC OPERATING EXPENSES	2023-24 Budget
Administration	
Advertising	\$ 100.00
Accounting Fees	\$ 4,000.00
Insurance	\$ 3,500.00
Office Supplies	\$ 2,500.00
Travel	\$ 500.00
Wages	\$ 654,000.00
Bank Fees	\$ 400.00
Benefits (Healthcare Spending Account)	\$ 15,000.00
Training	\$ 2,000.00
Internet and Phone	\$ 1,600.00
Website	\$ 400.00
Accounting Software	\$ 500.00
Loan Payment	\$ 27,000.00
Total	\$ 711,500.00

Facility	
Property Tax	\$ 1,000.00
Snow Removal	\$ 1,000.00
Repairs and Maintenance	\$ 4,000.00
Utilities	\$ 18,000.00
Cleaning and Supplies	\$ 15,000.00
Wages	\$ 6,000.00
Total	\$ 45,000.00

Food	
Daily Lunch and Snacks	\$ 21,000.00
Total	\$ 21,000.00

Supplies	
Craft Supplies	\$ 6,000.00
Supplies	\$ 500.00
Total	\$ 6,500.00

Total Operating Expenses	\$ 784,000.00
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RURAL MUNICIPALITY OF KINKORA

SUMMARY OF CAPITAL PROJECTS/FUNDING 2023-2024

MUNICIPAL CAPITAL PROJECTS	PROJECT DESCRIPTION	FUNDING SOURCE	2023-24 BUDGET
Fire Pump	Fire pump/high capacity well	Funding/Financing/Cash on hand	\$ 130,000.00
KELC Equipment	Learning Centre Furniture	Funding/Grants/Cash on hand	\$ 50,000.00
Computer/Laptop	Replacement of computer/laptop	Cash on hand	\$ 2,000.00
Complex Furniture	Furniture for new office space/Hall chairs	Cash on hand	\$ 20,000.00
New Heat Pumps	Replace heat pumps in Kinkora Place	Funding/Cash on hand	\$ 30,000.00
Upgrade UV Chamber	Upgrades to UV Chamber at Lagoon	ICIP Funding/Cash on hand	\$ 56,000.00
Heritage Park Revitalization	New equipment, signage etc at Heritage Park	Gas Tax Funding/Donated Funds	\$ 60,000.00
FD - Pumper Truck	New pumper truck for FD	Financing/Reserve Fund	\$ 560,000.00
Official Plan Review	Mandated review of 2015 Official Plan	CCBF Funding	\$ 50,000.00
Community Hall Addition	Expansion to current community hall	Funding/Grant/Financing	\$ 1,200,000.00
Ballfield Revitalization	Improvements to Duffy Ballfield	Funding/Financing	\$ 30,000.00
Zamboni Building	Renovations to Kinkora Place for Zamboni	Funding/Financing	\$ 30,000.00
Daycare/Sportsplex Playground	Accessible Playground	Grant/CCBF Funding	\$ 120,000.00
Total Capital Expenditures			\$ 2,338,000.00

RURAL MUNICIPALITY OF KINKORA

SUMMARY OF CAPITAL PROJECTS/FUNDING 2023-2027

CAPITAL PROJECTS	PROJECT DESCRIPTION	FUNDING SOURCE	BUDGET	YEAR
Fire Pump	Fire pump with high capacity well	Funding/Financing/Cash on hand	\$ 130,000.00	23-24
Kinkora Early Learning Center	Learning Centre Furniture	Funding/Grant/Cash on hand	\$ 50,000.00	23-24
Computer/Laptop	Replacement of computer/laptop	Cash on hand	\$ 2,000.00	23-24
Complex Furniture	Furniture for new office space/Hall chairs	Cash on hand	\$ 20,000.00	23-24
New Heat Pumps	Replace heat pumps in Kinkora Place	Funding/Cash on hand	\$ 30,000.00	23-24
Upgrade UV Chamber	Upgrades to UV Chamber at Lagoon	ICIP Funding/Cash on hand	\$ 56,000.00	23-24
Heritage Park Playground	Revitalization of Heritage Park/Playground	CCBF Funding/Donated Funds	\$ 60,000.00	23-24
FD Pumper Truck	New pumper truck for fire department	Financing/Reserve Fund	\$ 560,000.00	23-24
Official Plan Review	Mandated review of 2015 Official Plan	CCBF Funding	\$ 50,000.00	23-24
Community Hall Addition	Expansion to current community hall	Funding/Financing	\$ 1,200,000.00	23-24
Ballfield Revitalization	Improvements to Duffy Ballfield	Funding/Financing	\$ 30,000.00	23-24
Zamboni Building	Renovations to Kinkora Place for Zamboni	Funding/Financing	\$ 30,000.00	23-24
Daycare/Sportsplex Playground	Accessible Playground	Grant/CCBF Funding	\$ 120,000.00	23-24
Kinkora Place Improvement	New eavestrough for Kinkora Place	Cash on hand	\$ 7,000.00	24-25
New Stove	New stove for Kinkora Place kitchen	Cash on hand	\$ 10,000.00	24-25
Storm Drain Upgrade	Storm Drain Infrastructure - Shamrock Cres	CCBF Funding	\$ 250,000.00	25-26