

**Rural Municipality of Kinkora**

**Monthly Council Meeting**

**Monday, May 27, 2019**

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**Attendees:** Mayor Tina Harvey, Deputy Mayor Janet Payne, Councillors Andrew McCardle (left at 7:57 pm), Andrew McCarville, Colin Montgomery, and Damien McAvinn (arrived at 8:38 pm)

**Absent:** Councillor Roy Cook

**Meeting Chair:** Mayor Tina Harvey

**Meeting Recorder:** Mayor Tina Harvey

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**Call to Order:** 7:00 pm

**Review and Approval of Agenda**

**MOTION:** *Moved by Andrew McCarville and seconded by Andrew McCardle that the agenda be approved as presented. All in favour. Motion carried.*

**Approval of Minutes** – Regular Meeting April 22, 2019 and Special Meeting April 25, 2019

**MOTION:** *Moved by Colin Montgomery and seconded by Andrew McCarville that the minutes of the previous meetings named above be approved as presented. All in favour. Motion carried.*

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**Business Arising from Minutes** – Regular Meeting, April 22, 2019

1. Hall Painting – Andrew McCarville was in touch with David Allen to get a quote on painting the hall but hasn't heard back yet
2. Tina Harvey contacted the RCMP to request additional patrols in the Somerset Street area due to issues with speeding and they agreed to an increased presence. Mayor Harvey also contacted Dawn Moase from Transportation: the 50 km/h speed sign has been put back up. Dawn was going to refer this matter to their traffic engineer to come up with some solutions. Those mentioned included rumble strips, reviewing passing lanes/double solid lines, flashing light coming into the village from the north and possibly reducing speed limits from 50 km/h.
3. Black Fly Program – the first round of treatment has been done and the second should be done this week

**Business Arising from Minutes** - Special Meeting, April 25, 2019 – no Business Arising

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## Correspondence

1. **Karen Villard – Somerset Festival 5 km Walk/Run** – Karen asked for council's support and promotion of this event, and for council members to consider doing the event as well. Cost is \$10 to participate and proceeds will be going to the South Shore Food Share. Discussion amongst council and individual members will consider participating. Mayor Harvey noted that she would be taking part.
2. **City of Summerside – Support for Confederation Bridge Toll Elimination Effort** – Letter from the City of Summerside asking the Municipality to adopt a resolution on the Bridge Toll effort.

**MOTION:** *Moved by Andrew McCardle that the Rural Municipality of Kinkora call upon the Government of Canada to take action on Prime Minister Trudeau's commitment in January 2017 that travelers crossing major bridges in our country can connect to their destinations safely, efficiently and economically and that the promise to liberate users of the Champlain Bridge from the burden of bridge tolls, be likewise extended to travelers crossing the Confederation Bridge. Seconded by Colin Montgomery. All in favour. Motion carried.*

3. **KRHS Students – Skills Canada donation** – Request from KRHS students for financial support to take part in a national Skills Canada competition in Halifax. After discussion council decided against a donation.
4. **Damion Steen – Task Force on Violent and Inappropriate Media Access by Children** – Letter from Mr. Steen addressing working with other parents at Somerset Elementary School and beyond who share the above concern and wish to enable only safe acceptable media access for children; the letter requested support from those willing to establish and participate on a task force. Council declined to participate.

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## Reports

1. **Fire Department:** Report as attached
2. **Library** – No report
3. **KABC** – No report but are planning a meeting for June
4. **Administrator's Report** – No official report.
  - a) Our waste bin has been getting full before pickup and excess garbage was having to be put in the trailer outside. To get another bin would be \$80/month. Instead we now have a recycling bin at \$25/month. Our biggest amount of waste was coming from bingo paper and that can be recycled.
  - b) The federal Gas Tax top up of \$100,000 can be expected with our regular payment in July according to Jesse MacDougall from the Infrastructure Secretariat

- c) Liquor License – the Kanata Club liquor license was a club license which is not really what we are; we should have a Special Premises License. After talking with Inspector James Phillips, our application for renewal will be as a Special Premises.
- d) Somerset Festival parade – the community float is not in good shape and needs substantial repairs; Andrew Lawless has a hay wagon we can use for this year. Andrew McCardle and Andrew McCarville will check out both options. We need council volunteers to build the float once we have decided which to use.
- e) We may need to revisit the need for security at events such as benefits if the bar is open
- f) Invoices to be approved:

**MOTION:** *Moved by Colin Montgomery to pay Duffy Construction invoice of \$862.50 for sweeping the sidewalks. Seconded by Andrew McCardle. All in favour. Motion passed.*

A second invoice from Therese Warren Bookkeeping for \$850 was discussed by council; a decision was made to defer payment until we hear back from BDO as to whether everything they required was submitted.

- 5. **Finance Report** – Copy of the budget still has to be submitted to the province, Colin Montgomery still working on the asset management plan. We need a procurement procedure, currently follow the Atlantic Procurement Act; need to set up an internal procedure and a finance committee meeting will be set up in June.
- 6. **Bingo** – written report attached
- 7. **Facility** – Verbal report given by Tina Harvey on behalf of Facility Chair, Damien McAvinn. Damien had Curran and Briggs come out and take a look at the end of the walkway to see about cutting it off straight and paving out into the parking lot, for safety reasons and to make the hall wheelchair accessible. The quote was \$950 plus taxes. Discussion around asking Robert Duffy if he would be able to make the cut for us instead of having Curran and Briggs send out two different crews. Damien to use his judgment on how to proceed.  
  
Stage – a resident was looking to purchase the old stage in the trailer. This will be left to Damien’s discretion as to pricing. Look into who we got the current stage from and see if we can purchase additional pieces to add approximately three feet to the existing stage.
- 8. **Sewer and Utility** – Written report attached
- 9. **Youth, Parks & Recreation** – Verbal report given by Janet Payne, written overview attached
  - a) Update on Multiplex – Project Manager Trent Williams will be back on site tomorrow with the engineer. The asphalt and boards will be done within the next couple of weeks. Coming Soon sign to go up on Thursday; Janet will contact a reporter for a photo and article.

- b) Naming Rights – Janet proposed offering the Robert Duffy naming rights for a seven-year agreement, acknowledging the \$18,000 he already put into the project. Trent Williams will be forwarding a sample formal agreement. All councillors supported this proposal.
- c) Board Ads Fundraiser – Ads on the boards will be sold for \$400 each per year; the decals themselves will cost around \$60.
- d) Excavation Work – When the renovation was done to the complex, there was excavation work not completed behind the building. When Duffy Construction is on site to do the multiplex work, they could also clean up this area, spread topsoil and hydroseed it. The Recreation Committee feels this should not come out of the Multiplex budget as it is not part of the current project, but what remains to be done from the expansion. This is expected to cost \$2000.

**CARRY FORWARD:** Janet Payne to contact Multiplex Project Manager Trent Williams to get more detail on what work this \$2000 would cover

- e) Requests from BAMBA – Letter from BAMBA asking for a contribution of 15 bags of lime for the 2019 season. They are also looking for repairs to the backstop, additional rock dust, and the possibility of eliminating the weeds and grass in the infield with appropriate spraying. There were concerns brought forward about the grass cutting last year not being done on a weekly basis.

**CARRY FORWARD:** Janet Payne to contact Kevin McKenna for more information about associated costs for the lime, rock dust and repairs. Grass cutting to be addressed later in the meeting when the tenders for this year are awarded.

- f) Heritage Park – Discussion around the playground equipment at Heritage Park. A lot of young families are using the park and the current playground equipment needs to be removed.

**CARRY FORWARD:** Damien McAvinn to be consulted about removal of the equipment

Enter/Exit Sign for the Park – Lennie Keefe got a quote for a new set of signs, cost estimated at \$166.01. Decision to be deferred at this time.

- g) Flowerbeds at Heritage Park – Decision on flower beds put off until council gets the full picture of what is to be done at the park with playground equipment, picnic tables etc.
- h) Upcoming Volleyball Tournament Fundraiser – Jonathan Noonan is working on a volleyball tournament; Karen Duffy has one net.
- i) Plan for Garbage Disposal – Garbage disposal at the ball field is included in the grass cutting tender. For Heritage Park, Janet to check with Trent Williams as to options for garbage cans and cost.
- j) Bike Rodeo – The Somerset Festival bike rodeo will be the first event to use the multiplex

10. **HR Committee** – Written report attached
11. **Events** – Written report attached
12. **Emergency Services:** Verbal report given by Tina Harvey on behalf of Roy Cook. The committee held the first annual indoor yard sale on May 4 and raised \$290 to go toward an AED for the hall. The following day, with the assistance of council and volunteers, a pancake breakfast was held and brought in \$1,367.70, again toward the AED cost. The AED in question retails for \$2495 plus tax. A quote from Island First Aid Services was given for \$1895 plus tax including training and maintenance. Resident Lori Clow, through her company First Response Training, submitted a quote for \$1695 plus tax and she will cover shipping costs. Approximately \$300 more is needed to reach the total of \$1950. Council could contribute the additional funds or further fundraising could be done. Discussion around other items this money could have been raised for and the need for clarification regarding capital expenditures and proper planning for purchases.

**MOTION:** *Moved by Damien McAvinn that the Municipality cover the remaining cost using funds from the Kanata Club account. Seconded by Andrew McCarville. All in favour. Motion passed.*

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## **New Business**

1. **Logo/Slogan Submissions** – It was decided to keep the current 'K' logo, just sharpen the edges. Colin Montgomery noted that he has already done this in conjunction with his website updating. Slogan submission "It Takes A Village..." was proposed anonymously for now. After discussion, councillors liked this suggestion. Once council decides on a slogan, they will look at getting flags/signs done.

**MOTION:** *Moved by Andrew McCarville that council keep the current 'K' logo and adopt "It Takes A Village..." as the slogan. Seconded by Janet Payne. All in favour. Motion carried.*

**ACTION:** Tina Harvey to get pricing on new signs from Kent Stewart and Sign Station.

2. **Grass Cutting Tender** – Two quotes were submitted for this season's grass cutting work. One came in at \$222.50 per cut and the other at \$225 per cut. Discussion among council with regards to last year's grass cutting. Janet Payne brought forward concerns from last year: there was a significant issue with grass cutting at the ball field as well as issues with unprofessionalism.

**MOTION:** *Moved by Colin Montgomery to award this year's grass cutting tender to Colton Dawson Grass Services and Maintenance. Seconded by Damien McAvinn. All in favour. Motion carried.*

3. **Flag Policy** – The Municipality currently has no flag policy. In the event of fairness, council discussed either saying 'no' to all requests or having to say 'yes' to all requests to avoid the appearance of discrimination.

**MOTION:** Moved by Janet Payne to adopt a flag policy that the Municipality only fly the Canadian flag on the Kinkora Place flag pole. Seconded by Andrew McCarville. All in favour. Motion carried.

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**Old Business/Carry Forward**

1. **Speeding** – Addressed during Business Arising
2. **Fiscal Year End** – Everything for the 2018-19 fiscal year is with BDO.
3. **KRHS Bursary** – We received one application for this year’s bursary; the applicant does not live within the village, but just outside. The last few years the bursary has been \$400 but our donation bylaw has a cap of \$300.

**MOTION:** Moved by Colin Montgomery to award this year’s bursary to Brooke McCardle in the amount of \$400. Seconded by Damien McAvinn. All in favour. Motion carried.

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**Next Meeting** – Monday, June 24 at 7 pm

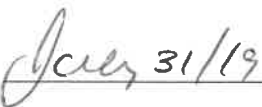
**Meeting Adjourned** – 9:02 pm

  
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Mayor

\_\_\_\_\_

Chief Administrative Officer

  
\_\_\_\_\_

Date

\_\_\_\_\_

Date

**Rural Municipality of Kinkora**  
**Monthly Council Meeting**  
**Monday May 27<sup>th</sup>, 2019**  
**Bingo Report**

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**Income: April 22<sup>nd</sup> – May 27<sup>th</sup>**

Balance of Bank Account on Apr 22 <sup>th</sup>	\$24,100.32
Less Amount of Cheques	\$10,184.86
Deposits	\$3,456.05
Balance as of May 27 <sup>th</sup>	\$17,371.51
Cash on Hand <i>(\$5500 in main float + 6 floats totalling \$1875)</i>	\$7,375.00
Total Cash (on hand and bank account)	\$24,746.51

**Cheques Still Outstanding: \$430.88** (3 Cheques payable to Minister of Finance - PEI, for April Bingo Report to the Department of Justice and Public Safety)

**Attendance**

April 23, 2019 – 77 People

April 30, 2019 – 94 People

May 7, 2019 – 104 People

May 14, 2019 – 83 People

May 21, 2019 – 76 People

**April Bingo Report – Dept. of Justice**

License #12598 (Pre-Dabs) Fee: \$47.86

License #12509 (Cookie Jar) Fee: Nil (no cookie jar winnings given out)

License #12410 (Regular Bingo Games) Fee: \$383.02

Sewer and Utility Report – May 27, 2019

Andrew and Eddy Van der Veldon had a meeting to discuss the treatment plant (ponds + U.V.)

There are a number of items that we'll need to fix/address this year

- stairs/cover to the chamber need to be replaced (pricing to do so is underway)
- There are 8-10 lamps/bulbs that need to be ordered for the U.V. system
- There are trees around the fence/lagoons that need to be cut/removed to prevent damage to the lagoon liner
- Eddy mentioned we should have the lagoon cells sludge checked. It's been 17 yrs since the original lagoon has been checked
- Andrew mentioned a little building on the U.V. chamber to allow tool/material storage for the treatment plant.
- Eddy mentioned we should have a gas detector for personal safety for entering the U.V. chamber.
- A new stainless steel sump pump needs to be ordered for the sump of the U.V. chamber.
- There is periodic jet pump/truck work that Eddy does as preventative maintenance within the manholes/lagoons
- Eddy mentioned we should contact any local businesses to determine if their grease traps are working or not, or have one installed, and to remind residents not to pour grease down the drains.

Andrew has also contact Luv van Hal with WSP, who is familiar with our town/system/pipe network, this is to discuss the stormwater management plan, and to discuss sidewalks west along Anderson road to the edge of the village limits.

Andrew had a meeting with Luc from WSP on the following topics.

**- Storm water issues in the community.**

Luc advised that we speak with the province, because they are aware that this is an issue. (Andrew sent email to Mark Sherren to discuss issues)

Luc advised if we were to proceed with the sidewalk extension, further stormwater network would need to be installed along the south of Anderson rd. Province requires this if a sidewalk is added to the existing roadway.

**- Sidewalk extension west.**

Luc provided Andrew with a cost estimate of the sidewalk extension along Anderson to the west of the community. Total estimates were 700k. Council to look into the cost and determine best course of action here.

**- Lagoon questions etc**

Luc agreed that it maybe time to investigate how well the treatment plant is working. Initial test would be to gather samples of the sludge to figure out cost estimates of the lagoon cleaning.

**- Digital plans.**

Luc is going to send all of the plans Delcom/Genivar/WSP has done for the community to us for our files.

Any questions let me know.

Andrew McCardle



## **Events Report May 27<sup>th</sup> 2019**

### Small Halls

Tina and Andrew McCarville attended a Festival of Small Halls meeting on May 2<sup>nd</sup>. Kinkora's show will be June 10<sup>th</sup> at 7:30 and Lennie Gallant and Kelley Mooney will be performing. Tickets are \$25 and can be purchased at the Hall or on the Festival of Small Halls website. Council is encouraged to help promote the event as the Municipality will get a portion of ticket sales. Bar will be open this year.

### Indoor Yard Sale

On May 4<sup>th</sup> we had our first annual indoor yard sale. We rented 29 tables and donated 2 to the Kinkora Public Library. We made just under \$300 from table rentals.

### Community Events

K.R.H.S. Blazer Beef Supper was held at the hall on April 27<sup>th</sup>

K.R.H.S. Grad Gala was held at the Hall on May 18<sup>th</sup>

Benefit was held May 25<sup>th</sup> for Darlene MacDonald

### Somerset Festival

Festival Committee is gearing up for the 39<sup>th</sup> annual Somerset Festival. We will continue to partner/work with them with using the Hall and grounds again this year for a great week of events for the community.

#### Hall/Grounds Events:

Monday July 15<sup>th</sup> – Poker Tournament at Hall. Bike rodeo and BBQ at Outdoor Multiplex

Wednesday July 17<sup>th</sup> – Entertainment and Heritage Fair(Afternoon) & Family Bingo(evening) at the Hall

Thursday July 18<sup>th</sup> – Celebrity Roast at the Hall

Saturday July 20<sup>th</sup>- Kids Events @Kinkora Place Grounds, Beer Tent @ Tractor Pulls and Adult Dance @ Hall. Municipality receives all liquor sales from Beer tent and adult dance

Sunday July 21<sup>st</sup> – KFD Pancake Breakfast at Hall

## **H.R. Report May 27<sup>th</sup> 2019**

### CAO Position

The CAO position has been awarded to Amy Dawson. Amy has just graduated with her Business Degree in Tourism. Today is Amy's first day. For the next few weeks her hours will vary based on our availability to get training complete. We should have permanent office hours in the next couple of weeks. We'd like each committee chair to schedule a meeting w/Amy over the next week or two and bring her up to speed on things in each area.

### Summer Student:

Tina was approached about an opportunity to get a summer student through the province.