

Community of Kinkora
Monthly Council Meeting Minutes
Monday, January 15, 2018

Present: Chairperson Patrick Duffy, Councillors Steven Dawson, Roger Savoie, Janet Payne, Les Nantes, Robert Duffy, CAO Amanda Noonan, and residents Anne Marie Shea, Marisa Paugh, Noreen McKenna, Georgie Smith, Joan Mulligan, Cindy McCardle, and Linda Little.

Absent: Councillor Damien McAvinn

1. Meeting called to order at 7:00 pm by Chairperson Patrick Duffy.
2. Approval of circulated agenda by Roger Savoie. Seconded by Steven Dawson. All in favor.
3. **Public Forum:** Resident Anne Marie Shea explained to council why she, and the other residents, had decided to join the council meeting. She explained that with the new Municipality Act being proclaimed, she had decided it was her time to get involved in the community. She met with the group that had joined the meeting, and they wanted to offer their wide range of services to the community, in whichever way they were needed. She explained that she had been in contact with another resident, Gino Catalli, and he was offering his services to consult with the community on the website. She explained that the group was willing to do some of the work that was needed for projects, or to help complete some of the work that is needed under the new Act, within the timelines specified. She explained that she reached out to Janet Payne, and Janet has offered to host an information session for the community on the new Act, and the requirements of the Act. The information session will be on February 12th at 7:00 pm at KRHS, with a storm date of February 26th. Anne Marie also informed council that Chez Shea has purchased an AED machine and anyone in the community is welcome to use it if needed.
4. **Minutes/Action Items from Previous Meeting:** Amanda Noonan contacted Jessica Caseley regarding the website, and she is unable to take on a new client at this time. Anne Marie Shea thought that Gino Catalli would be a great help, and she was going to forward his information along. Councillor Janet Payne wanted to clarify her position on a motion from the previous minutes regarding the parking concern for the rink during Tuesday night BINGO. 2018.01.15-1: Janet Payne moved a motion to clarify that her intent was to vote against the motion because a sign was not the best way to achieve the goal of not obstructing the traffic of the BINGO players. Seconded by Roger Savoie. Roger explained that he felt that a sign would explain to non-residents of the community that they could not park in the main parking lot. He suggested putting up a sign saying that all parking is on the other side of the building (a flip sign). All in favor. Motion passed. 2018.01.15-2: Roger Savoie motioned to install a flip sign at the outdoor rink to deter parking during busy times. Seconded by Les Nantes. The suggestion for the sign is to say "All rink parking in back." The rink budget will cover the cost of the sign. All in favor. Motion passed. Resident Anne Marie Shea asked if there were lights in the rink budget and Councillor Robert Savoie responded with yes, the base/posts are already installed. 2018.01-15-3: Motion

to approve the minutes with the amended motions by Roger Savoie. Seconded by Les Nantes. All in favor. Motion passed.

5. Reports:

- a. Finance: CAO Amanda Noonan presented council with the income vs. expense report for December 2017. She explained that crib had a net profit of approximately \$454.50 and that the Boxing Day Bash put on by the Think Tank group had approximately 80 people attend, making a net profit of \$454.00.
- b. Sewer: Councillor Robert Duffy indicated that there have been no issues regarding the sewer. He informed council that resident Dave MacLeod was now hooked on the community utilities, and he will be added to the billing cycle for 2018.
- c. Fire Department: N/A
- d. Parks/Recreation/Youth: Councillor Damien McAvinn was absent from this meeting so Councillor Robert Duffy provided an update on Phase One of the Rink Project. He told council that the warm weather last week put them behind on flooding, but they hope to be finished by next week. The light posts are in, but had to order new bolts for them. He indicated that Roy Cooke may have lights he can donate if they are compatible. He told council that MLA Jamie Fox would like to donate hot chocolate for "opening night" and they would like to have a bonfire and music to go along with it. Councillor Janet Payne told council that they had used money from the Tennis Court Project to fund the nets, and that they were ordered. Councillor Steven Dawson asked Robert where they were at regarding the budget on the rink project, and Councillor Robert Duffy explained that there were unforeseen expenses that had come up, including needing to building up one end approximately 4ft. CAO Amanda Noonan told council that she had just received the bills from Duffy Construction up to this point, and the total, including HST was \$16,629.01 (\$14,459.97 plus HST). Councillor Steven Dawson brought it to council's attention that the original motion was for expenses up to \$10,000.00, and asked Robert how much more it would cost to finish the project. CAO Amanda Noonan advised council that they had not followed the adopted procurement policy, and that when she had brought it up previously, she was told it was more of a "guideline." Resident Anne Marie Shea interjected with if it is not a bylaw, it was not a "law". Amanda Noonan replied by saying that it was a motion to adopt the procurement policy, and that in order to legally change the procurement policy, council would have had to pass a motion to do so. Anne Marie asked if that had been done and Amanda Noonan informed her that it had not. Councillor Robert Duffy said at this time they are unsure of the final amount and that the community could pay the original amount of \$10,000.00 and hold back the remaining amount until Phase Two of the Project is approved.
2018.01.15-4: Councillor Roger Savoie motions to add the HST to the original \$10,000.00 for the Phase One Rink Project. Seconded by Janet Payne. All in favor. Motion passed.
- e. Administrator:
 - i. Bills: CAO Amanda Noonan presented council with a bill for \$1351.25 (including HST) from WSP for engineering services for the period ending Dec.02,2017. She was given the okay to pay that bill.
 - ii. Snow Removal: CAO Amanda Noonan told council that Stephen Johnston had wanted some amendments made to the 2017-2018 Snow Removal Contract.

One being he would not take liability for damages done to property if it was snow covered and not clearly marked. The other being he did want to take liability for any damages done while doing the walkway because of the loose gravel that lines the walkway. Councillor Roger Savoie suggested that him and CAO Amanda Noonan discuss this with Stephen and make a decision. As for the markers, he thought we should put them up for where the fences are.

2018.01.15-5: Councillor Steven Dawson motioned to buy the markers for the fences. Seconded by Les Nantes. All in favor. Motion passed.

- f. BINGO: Councillor Roger Savoie presented council with an update on BINGO, explaining that in 2017 he had five cancelled nights, and five nights with very low numbers, totalling an approximate loss of \$20,000.00. He explained to council that he had unexpected bills of Enman's (\$1450.00), a bill counter (\$400.00), and car expenses (\$2900.00), totalling approximately \$5650.00. He then explained that on one particular game, he gave out an extra \$6200.00 in 2017. He told council he had previously given the Community \$16,000.00 and had just written two cheques, equalling \$15,000.00 in December, for a total contribution of \$31,000.00. He told council that the car brought in approximately \$57,200.00 gross. Councillor Roger Savoie then thanked council for their support and their hard work at BINGO.
 - g. Repairs & Maintenance: Councillor Roger Savoie told council that we had been pretty lucky for repairs and maintenance in 2017. He told council that during the very cold couple of days in the last week, the pipes had frozen in the kitchen again, but luckily with the warm weather and the heater, they had thawed. Councillor Roger Savoie then told council that he had still not heard back from the man that was going to be fixing the floor, but he was supposed to call Roger sometime soon. CAO Amanda Noonan expressed concern that the warranty will be up on the floor soon and the work should be done before the warranty is up. Councillor Roger Savoie stated that Dwayne from Callbecks said not to worry about that, that the work would be done regardless. CAO Amanda Noonan suggested getting that statement from Dwayne in writing, just to be safe. **Action: Councillor Steven Dawson is going to talk to Dwayne from Callbecks regarding the floor.**
 - h. Other:
 - i. Seniors Report: Seniors President and Councillor Les Nantes told council that the Seniors are continuing their exercise classes on Wednesday afternoons, and that they had built the treadmill last week for the seniors to use. Resident Joan Mulligan had mentioned that they are going to get everyone to sign a waiver regarding the treadmill, and have a sign in sheet for it. She also informed council that they had applied for a government grant for a Hook & Rug class and they had 20 or 21 people registered.
 - ii. Crib Report: Councillor Steven Dawson told council that there is crib on Saturdays at 1:00. He had started with 3 tables and is typically up to 14.5 now.
6. **In/Out Correspondence:** N/A
7. **New Business:**
- a. Norma Sherry's Street Light: CAO Amanda Noonan told council that Norma Sherry has requested her street light back after Maritime Electric had moved it when installing the

new lights on the new sidewalk. Council had discussed it but said at this point, it would not be feasible to move the light back.

- b. Summer Student: CAO Amanda Noonan had told council about the Summer Student Program that would fund 50% wages of a summer student. CAO Amanda Noonan asked council if they would like proceed with the application and budget for a summer student. Councillor Roger Savoie voiced his concerns with having to supervise the student and not having the money this year. Councillor Janet Payne told council about a program called "Work Experience Program" that can be 100% funded. **Action: Councillor Janet Payne is going to look in the Work Experience Program and council will revisit at the next meeting.**

c. Other:

- i. Light by Kitchen Door: Councillor Steven Dawson informed council that he had received a complaint regarding vehicles parking directly in front of the kitchen door during events, and it blocks the light.
- ii. Pest Control: Councillor Roger Savoie told council that he had spoken to our previous pest control person, and he had stated that if we switch from Abel to Orkin, he would give us a better price. 2018.01.15-6: *Councillor Roger Savoie motioned to move to Orkin Pest Control with the condition of a written price quote for less than we are currently paying with Abel Pest Control. Seconded by Les Nantes. All in favor. Motion passed.*
- iii. Think Tank: Councillor Steven Dawson told the public about the "Think Tank" group that gets together to brainstorm ideas for the community. They agreed to help out.
- iv. Annual Meeting: Chairperson Pat Duffy suggested that the Community of Kinkora continue having an AGM to present the financial statements and the 2018 budget. The AGM will be the last Monday in March.
- v. Monthly vs. bi-monthly Meetings: 2018-01.15-7: *Councillor Roger Savoie motioned to having council meetings on the 3rd Monday of every month. Seconded by Steven Dawson. All in favor. Motion passed.*

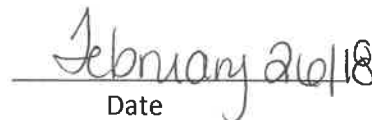
8. Date of Next Meeting: ?

9. Meeting adjourned at 9:03 by Chairperson Patrick Duffy.

Chairperson


CAO

Date


Date