

**Rural Municipality of Kinkora  
Regular Monthly Council Meeting  
September 24<sup>th</sup>, 2018**

**Present:** Mayor Pat Duffy; Councillors Les Nantes, Damien McAvinn and Janet Payne

**Absent:** Councillors Steven Dawson and Robert Duffy

**Meeting Chair:** Pat Duffy

**Meeting Recorder:** Janet Payne

---

**Call to Order:** 7:04 pm

**Reminder of Code of Conduct / Conflict of Interest**

**Review of Agenda/ Additions to Agenda**

-Suggested by Janet Payne that Winter Carnival be added to the Agenda

**MOTION:** *"Moved by Damien McAvinn and seconded by Les Nantes that the Agenda be approved with the addition above."* All in favour. Motion carried.

---

**Public Presentation**

-Jason McIsaac made a presentation to Council regarding Bingo and submitted details regarding a proposed plan.

---

**Review/Approval of Minutes from Special Meeting (Sept 4)**

**MOTION:** *"Moved by Damien McAvinn and seconded by Les Nantes that the Sept 4 minutes be approved as presented."* All in favour. Motion carried.

---

**Business Arising from Minutes (Sept 4)**

-Anne Marie Shea updated Council on The Touch Bistro system.

---

**Review/Approval of Minutes (Aug 27)**

**MOTION:** *"Moved by Damien McAvinn and seconded by Les Nantes that the Aug 27th minutes be approved as presented."* All in favour. Motion carried.

---

**Business Arising from Minutes (Aug 27)**

**1. Roger Savoie's Request**

-Discussion around request by Roger Savoie that Council post a message on Facebook indicating that "Roger Savoie has not stolen one dollar of Bingo money."

**ACTION:** Janet Payne to draft a letter on behalf of Council that identifies that Council had never suggested that money had been stolen. Letter will also indicate that Council is unable to verify any

financial information regarding the Bingo account since Roger Savoie had refused to use an accounting system or monthly financial reports that could demonstrate this.

## 2. Generator

-Pat Duffy reported that he determined that it will cost approx. \$4000 to hook up the generator. He also reported that he has contacted Kellie Mulligan to see if we could qualify for funding. **Carry Forward.**

## 3. Derek French

**ACTION** – The municipality is to pay the entire bill from Derek French and then Robert Duffy and Dave MacLeod will need to be invoiced for their portion of this expense.

## 4. Appeal/ Meeting with IRAC

-Pat Duffy reported that Derek French was supposed to provide a report by Sept 24 but that this has not been received; Pat Duffy also reported that the residents who have submitted the Appeal to IRAC have additional time to provide more information.

## 5. Bill from Donna Ferrish

-Joan Mulligan determined that the bill for \$775 from Donna Ferrish was still unpaid.

**MOTION:** “*Moved by Damien McAvinn and seconded by Les Nantes that the bill be paid in full from the Bingo account.*” All in favour. Motion carried.

## 6. Kerry Ellen Nantes

-Reported by Joan Mulligan that Kerry Ellen Nantes has agreed to take on lead bartender responsibilities at a rate of \$15/hour when in this role.

## 7. Liquor Commission

-Reported by Joan Mulligan that while we are permitted to purchase alcohol at the Irving, it will cost an additional 15%. Kerry Ellen Nantes has offered to purchase alcohol at the Ch'town LC outlet so that we get the discount, and she will not be charging mileage since she works in Ch'town.

## 8. Cash Register for the Bar

-Janet Payne asked that it be noted in the minutes that while she respects Council's decision to move forward with Touch Bistro, she firmly believes that the electronic system is not required and will be much less efficient for bartenders on busy nights.

---

## Correspondence

-Various correspondence read by Joan Mulligan

**ACTION:** Joan Mulligan to attend upcoming meeting regarding Festival of Small Halls. Invitation to be extended to Georgie Smith.

**ACTION:** Pat Duffy and Joan Mulligan to follow up with Jessie MacDonald to see if we have claimed all rebate money.

**ACTION:** Pat Duffy to complete the Gas Tax application for Phase 2 of the Outdoor Rink Project pending the decision of Council on whether or not to move forward on Oct 1.

---

## Committee Reports

1. **Fire Department** – no report
2. **Library** – no report
3. **KABC** – no report
4. **Advisory Committee** – Anne Marie Shea introduced bookkeeper, Therese Warren, and suggested to Council that Therese be hired to clean up our system. We currently have three databases to capture the Sewer, Kanata Club and Community and there should be one comprehensive system. Therese is willing to do this clean-up at a cost of approximately \$750.00.  
**MOTION:** *“Moved by Damien McAvinn and seconded by Les Nantes that Therese Warren be hired to do this clean-up at a cost of up to \$750.00.”* All in favour. Motion carried.
5. **HR Committee** – Janet Payne reported that resumes continue to be received, though few applicants are qualified for the Office Administrator/Facility Manager position so far. Interviews to be held on October 1. Discussion around fair starting salary for this position.  
**ACTION:** Janet Payne to send all resumes and cover letters to Joan Mulligan/Councillors.  
**ACTION:** Janet Payne to print off interview questions for all Councillors.  
**DECISION:** That the starting rate of pay be set at \$17/hr for 35 hrs/week.
6. **Administrator’s Report/Financial Report** – Joan reported that volunteers are in place and the new janitorial company has started. See attached financial report.
7. **Bingo** – Joan provided an update on Bingo numbers and financial information. Discussion around presentation that had been made by Jason McIsaac.  
**ACTION:** Pat Duffy to investigate Jason McIsaac’s offer and a decision on how to proceed with Bingo to be carried forward to next month.
8. **Repairs/Maintenance & Kanata Club** – no report from Robert Duffy
9. **Sewer** – verbal report from Damien McAvinn including a follow-up regarding line flushing.  
**MOTION:** *“Moved by Damien McAvinn and seconded by Les Nantes that Council adopt a new procurement policy and increase the value for the acquisition of goods and services to \$10,000 whereby quotes need not be obtained for work related to the sewer and utility.”* All in favour. Motion carried.  
**ACTION:** Pat Duffy to contact Robert Duffy and inform him of this new procurement policy and to determine what it would cost to have 350m of flushing done for phase one of the Kinkora Sewer and Utility line maintenance plan.
10. **Youth/ Parks/Recreation** – see written report from Janet Payne  
**MOTION:** *“Moved by Janet Payne and seconded by Damien McAvinn that the Recreation Committee report be accepted as presented.”* All in favour. Motion carried.

**MOTION:** *"Moved by Janet Payne and seconded by Damien McAvinn that the damaged playground equipment at the Heritage Park be repaired immediately."* All in favour. Motion carried.

**MOTION:** *"Moved by Janet Payne and seconded by Damien McAvinn that Council advertise a Special Meeting to discuss phase 2 of the Outdoor Rink Project to be held on October 1<sup>st</sup> at 7:00 pm."* All in favour. Motion carried.

**ACTION:** Joan Mulligan to contact Island Waste Management to determine if we can get garbage bins at the ballfield and Heritage Park.

---

#### **New Business**

**Winter Carnival** - \$2000 has been budgeted for Winter Carnival; Sarah Montgomery is the contact person; carnival has been planned for end of January or beginning of February; a pancake breakfast fundraiser will be planned for early December.

**ACTION:** Joan Mulligan to check on availability of pancake breakfast dates.

**ACTION:** Joan Mulligan to contact Sarah Montgomery and Pat Duffy to set up a meeting time.

---

**Meeting Adjourned:** 9:05 pm

\*\*\*\*\*