

Rural Municipality of Kinkora  
Regular Monthly Council Meeting  
May 28<sup>th</sup>, 2018

Present: Mayor Patrick Duffy, Councillors Roger Savoie, Janet Payne, Damien McAvinn,  
Les Nantes, Steven Dawson, Robert Duffy, CAO Amanda Noonan, and five  
residents

Absent: N/A

1. Meeting called to order at 7:00 pm by Mayor Patrick Duffy.
2. Mayor Patrick Duffy reminded council of the Code of Conduct.
3. Declaration of Conflict of Interest.
4. 2018.05.28-1: Approval of Agenda by Councillor Robert Duffy. Seconded by Councillor Damien McAvinn. All in favor. Motion passed.
5. Business Arising from Previous Minutes:
  - a. HR: *see attached handout (Motion 2018.05.25-2 & 2018.05.28-3)*
  - b. BINGO Update: Councillor Janet Payne wanted to go through the list of recommendations made at the last meeting regarding BINGO (Motion 2018.04.23-5) to see where we are at with the changes.
  - c. CAO Amanda Noonan was asked to bring a list of outstanding bills outstanding. 2018.05.28-4: Councillor Steven Dawson motions to pay the list of outstanding bills, including the \$10,000.00 owed to Duffy Construction for the car with the MCEG Grant money when we receive it. Seconded by Councillor Les Nantes. All in favor. Motion passed.
  - d. Reimbursement of car money from BINGO: Councillor Roger Savoie and Councillor Robert Duffy left the room due to conflict of interest. Councillor Janet Payne felt that council was in conflict of interest when making motion 2018.04.23-20 – to reimburse Duffy Construction for the cost of the car (\$10,000.00) in installments of \$200.00. Council agreed and that they had to come up with a better solution – including the cost of the car in the money to be spend by MCEG money once it is received. Councillor Janet Payne wants to rescind motion 2018.04.23-20.
  - e. Building Permit – PID #465385: Derek French wanted to talk to council regarding the Dairy Bar Building Permit. Councillor Robert Duffy left the room due to conflict of interest. Derek French told council that Robert had started construction on said lot prior to the building permit being approved by the municipality. He told council that he had sent a letter to Robert instructing him to stop. And he has. Derek French explained to council that after the second

reading, the only thing stopping construction, is the 21 day wait with IRAC and that if construction continues, it would be at Robert's risk and the community and Derek would not be liable. 2018.05-28-5: Councillor Damien McAvinn motions that Robert Duffy can proceed construction at his own risk, with the community/public and Derek French not being held liable. Seconded by Les Nantes. All in favor. Motion passed. **Action: Derek French is going to send a letter to Robert Duffy outlining that any construction that takes places before the 21 day wait time would be at Robert's risk and the community, the public, and Derek French would not be liable.**

- f. Bylaws:
- i. Tax Rate Groups: 2018.05-28-6: Motion to approve the second reading of Tax Rate Group Bylaw by Councillor Roger Savoie. Seconded by Councillor Damien McAvinn. All in favor. Motion passed.
  - ii. Remuneration of Council: 2018.05.28-7: Motion to approve second reading of Remuneration of Council Bylaw by Councillor Robert Duffy. Seconded by Councillor Les Nantes. All in favor. Motion passed.
  - iii. General Borrowing: 2018.05.28-8: Motion to approve second reading of General Borrowing Bylaw by Councillor Steven Dawson. Seconded by Councillor Roger Savoie. All in favor. Motion passed.
  - iv. Fees: 2018.05-28-9: Motion to approve second reading of Fees Bylaw by Councillor Steven Dawson. Seconded by Councillor Damien McAvinn. All in favor. Motion passed.
  - v. Grants: 2018.05-28-10: Motion to approve second reading of Grants Bylaw by Councillor Steven Dawson. Seconded by Councillor Robert Duffy. All in favor. Motion passed.
- g. Standing Council Committee – Appoint Members: 2018.05.28-11: Councillor Roger Savoie motions to appoint Steven Dawson, Damien McAvinn, Cindy McCardle, Lesley Cousins, and Ron Thomson as Standing Committee Council. Seconded by Councillor Robert Duffy. All in favor. Motion passed. 2018.05-28-12: Councillor Robert Duffy motions to assign the first two duties to the standing committees: Specs for Website Design and Janitorial Contract for Tendering. Seconded by Steven Dawson. All in favor. Motion passed.
- h. Development Officer: It was brought back up that Kinkora needs an appointed Development Officer. Councillor Robert Duffy wanted to make a list of possible community members who might be willing to be the Development Officer. Council came up with the following list: Patrick McSweeney, Andrew McCardle, John Keefe, Lennie Keefe.
- i. Other: N/A
6. 2018.05-28-13: Motion to approve minutes of the previous meeting by Councillor Steven Dawson. Seconded by Councillor Damien McAvinn. All in favor. Motion passed. 2018.05-

28-14: Motion to approve minutes of Special Meeting on May 16<sup>th</sup>, 2018 by Councillor Roger Savoie. Seconded by Councillor Damien McAvinn. All in favor. Motion passed.

7. Public Presentation:

- a. Lisa Gallant – Southshore Health & Wellness: Lisa presented to council that they are a not for profit organization in Crapaud and they are looking for Kinkora's support (see attached). Councillor Janet Payne asked Lisa how we can support them. Lisa asked council for a letter to the Minister of Health in Support of getting a family practice in Crapaud. 2018.05.28-15: Councillor Janet Payne motions to write a letter in support of Southshore Health and Wellness. Seconded by Councillor Robert Duffy. Action: Janet is going to draft letter of support to the Minister of Health and bring it to next meeting for approval. All in favor. Motion passed.
  - b. Recreation Committee: Sam and Isaac Jay told council about their recreation committee and what they have been up to. They told council that they want to pave the tennis court and to get basketball nets and other equipment. They plan to have tournaments to fundraise the money to do the final step of the tennis court. They also told council that they will be presenting their plan for Phase two of the Rink Project at the next council meeting.
8. Correspondence: CAO Amanda Noonan told council that the only correspondence she had was the invite to the KRHS Graduation on June 22<sup>nd</sup>. CAO Amanda Noonan asked Councillor Robert Duffy if he would be willing to attend on behalf of council again this year and present the bursary to the awarded student.

9. Reports:

- a. Finance:
  - i. Income Report: See attached.
  - ii. Budget Update: See attached.
  - iii. CWWF Loan: 2018.05-28-16: Councillor Steven Dawson motions to borrow the \$325,000.00 long term for five years at 4.06% with the National Bank. Seconded by Councillor Roger Savoie. All in favor. Motion passed. CAO Amanda Noonan told council that the community is up for it's annual bank renewal. Councillor Robert Duffy suggested that maybe it is time to look around at other banks. Council agree and have decided not to sign the renewal form as of right now. **Action: Council is going to look in to other banks before signing the renewal forms with National Bank.**
- b. Sewer: Councillor Damien McAvinn told council that he had gotten a list of all sewer customers and that the accounts receivable is getting lower. Councillor Robert Duffy told council that they had to clean a portion of the line out because it was completely blocked. Councillor Robert Duffy stressed again the need for a maintenance schedule for the flushing of the lines and to maintain our sewer system. He said that they need to be cleaned every 3-5 years, depending on the

age. He said that the main trunk line to the “new lagoon” needed to be done first, and that it costs approximately \$1.00 per foot to flush them. 2018.05-28-17: *Councillor Janet Savoie motions for Councillor Damien McAvinn and CAO Amanda Noonan to work on a 5 year maintenance plan for the sewer and bring to July meeting. Seconded by Councillor Robert Duffy. All in favor. Motion passed.* Councillor Robert Duffy mentioned that they could ask the province for help on a maintenance schedule.

- c. Fire: Fire Chief Johnny Dugay told council that he is attending the Fire Chief’s conference in the fall, and that the fire department is looking after the traffic for the parade during Somerset Festival. Fire Chief Johnny Dugay asked council if they would be charged for use of the hall for their annual ball in November. 2018.05.28-18: *Councillor Stevie Dawson motions to amend Schedule A of the Fees Bylaw to include the donation of the hall to the fire department for their Annual Firefighter’s Ball. Seconded by Councillor Les Nantes. All in favor. Motion passed.*
- d. Parks/Recreation/Youth: See attached.
- e. Administrator:
  - i. Bills: CAO Amanda Noonan presented council with bills over \$500.00. Two bills were to be paid to Duffy Construction so Councillor Robert Duffy left the room due to conflict of interest. CAO Amanda Noonan told council that the first bill was for the blockage that Robert had mentioned earlier in the meeting. Council agreed to pay that bill in the amount of \$1069.50. The next bill was to Duffy Construction for sweeping of the sidewalk in the amount of \$805.00. Council okayed that bill. The next bill was to Saltwire Network for advertising for the rezoning of the properties in the community in the amount of \$1368.96. Council agreed to pay that bill. CAO Amanda Noonan told council that membership dues with FCM were up for renewal. 2018.05-28-19: *Councillor Les Nantes motions to renew membership with FCM. Seconded by Councillor Damien McAvinn. All in favor. Motion passed.* CAO Amanda Noonan told council that membership was up for renewal with the Kensington and Area Chamber of Commerce. She also told council that we have yet to attend any meeting with the Chamber of Commerce. Council decided against renewing membership.
  - ii. KRHS Bursary: CAO Amanda Noonan told council that they had only received on application that met all the requirements for the bursary. The applicant is Ally Dwyer. Councillor Robert Duffy is going to present the award at the KRHS Graduation.
- f. BINGO: Councillor Roger Savoie told council that he was unhappy that the audited financial statements for BINGO were given to a resident without his knowledge. He told council that he had asked Mark Ross to join the meeting to

explain how to properly track the BINGO books. He told council that when he finally received his BINGO books back from the resident, they were written on and tampered with. He told council that he had made some mistakes in the last year with BINGO, including letting the car go too soon, paying out too much on one game, etc. Mark Ross told council that the serial numbers are not for tracking the sales of books – that the serial number is for security that the book was bought in the same hall it was played in – and that the best way to track the books is to track the numbers. He told council that BINGO is an up and down game and that Kinkora had 4 out of 5 exceptional years. Councillor Roger Savoie thanked Mark for coming. Councillor Janet Payne wanted it noted in the minutes that the BINGO review was never a “witch hunt” and that they were going off recommendations from our auditors, BDO, and that the goal is have better bookkeeping with the BINGO going forward. Councillor Roger Savoie wanted council to tell him if they support him. Each councillor expressed support for Roger with the BINGO.

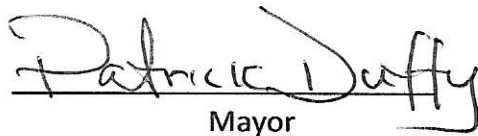
- g. Repairs/Maintenance:
    - i. Grass Cutting – Councillor Robert Duffy mentioned that the grass needs to be cut on Anderson Road by the new sidewalk. **Action: CAO Amanda Noonan is going to contact Art MacDonald to add the new Anderson Road sidewalks to the grass cutting tender.**
  - h. Other:
    - i. Chair of KABC: CAO Amanda Noonan told council that she had received an email from Shirley Warren stating that Betty Smith had resigned as Chairperson for KABC and that Andrew McCardle had been appointed.
10. New Business:
- a. Vacant House on Somerset Street: CAO Amanda Noonan told council that she had received a number of complaints about broken windows at the house and that kids are playing in there. Councillor Robert Duffy told council that a company is looking to take ownership and tear down the house. **Action: CAO Amanda Noonan is going to register a lean against the property for maintenance charges that the community has accumulated of the last number of years.**
  - b. Data Collection for Election: CAO Amanda Noonan told council that we had to decide how we were going to collect our list of voters for the election. She told council that Municipal Affairs had suggested they enter a service agreement with Elections PEI to get a list of voters from them for a cost of \$100.00. 2018.05.28-20: *Councillor Steven Dawson motions to enter Service Agreement with Elections PEI for the list of voters. Seconded by Councillor Roger Savoie. All in favor. Motion passed.*
  - c. Rural Growth Initiative: CAO Amanda Noonan told council that the government has marked approximately 2.5 million dollars for growth. **Action: Councillor**

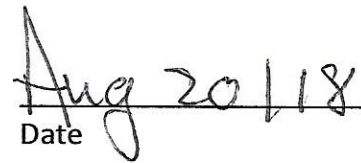
**Janet Payne and Councillor Robert Duffy are going to look in the Rural Growth Initiative and take it to the next meeting.**

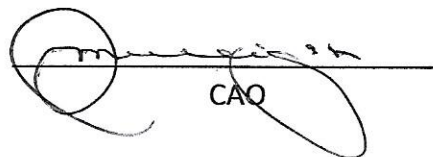
- d. Festival of Small Halls: CAO Amanda Noonan told council that Kinkora Place is participating in the Festival of Small Halls again and the show is on Monday, June 18<sup>th</sup> at 7:30 pm. She told council that they had to provide a lunch to the performers. Janet Payne offered to feed them.
- e. Volleyball Nets – Somerset Festival: Somerset Festival had requested some of our recreation budget for volleyball nets. Councillor Roger Savoie told Robert that there are volleyball nets upstairs.
- f. Other:
  - i. Gas Tax: Councillor Robert Duffy wants to start a list of potential projects to use for the next round of Gas Tax money and to bring the public in for input. He wants to use Gas Tax money to put in a road for new development.
  - ii. Development: Councillor Robert Duffy wanted it reflected in the minutes that he was extremely disappointed in how council has handled the building permits.
  - iii. CWL – Card Party – 2018.05-28-21: *Councillor Les Nantes motions to give \$150.00 to the CWL for helping with the last Seniors Card Party. Seconded by Councillor Steven Dawson. All in favor. Motion passed.*
  - iv. Development Officer: 2018.05.28-22: *Councillor Roger Savoie motions to appoint Derek French as Kinkora’s Development Officer. Seconded by Councillor Steven Dawson. All in favor. Motion passed.*
  - v. Meetings: 2018.05-28-23: *Councillor Steven Dawson motions to move the monthly council meetings to the 2<sup>nd</sup> or 4<sup>th</sup> Monday of the month. Seconded by Damien McAvinn. Discussion: Council agreed on the second Monday. All in favor. Motion passed.*

11. Date of the Next Meeting: Depending.

12. Meeting adjourned at 9:55 pm by Mayor Patrick Duffy.

  
Mayor

  
Date

  
CAO

  
Date