

**Rural Municipality of Kinkora
Regular Monthly Council Meeting
August 26, 2019**

Present: Tina Harvey; Councillors Collin Montgomery, Roy Cook, Damien McAvinn, Andrew McCardle, Andrew McCarville and Janet Payne.

Meeting Chair: Tina Harvey / Janet Payne

Meeting Recorder: Janet Payne

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1. **Call to Order:** 7:04 pm
 2. **Reminder of Code of Conduct and Conflict of Interest**
 3. **Approval of Agenda**
MOTION: Moved by Damien McAvinn and seconded by Andrew McCardle *"that the Agenda be approved as presented"*. All in favour. Motion carried.
 4. **Public Presentations** - none
 5. **Approval of Minutes**
MOTION: Moved by Andrew McCardle and seconded by Damien McAvinn *"that the minutes be approved as presented"*. All in favour. Motion carried.
 6. **Business Arising from the Minutes**
 - a) **Playground Inspection** – Previous CAO to contact Kensington and Borden-Carenton to determine what inspection check lists are used within other small communities. **CARRY FORWARD.**
 - b) **Bank account** - Bank account issue to be discussed by Finance Committee. **CARRY FORWARD.**
 - c) **Sewer Bills** – **ACTION:** Do's and Don'ts list to be included with October's bills.
 - d) **Events Security** – The FD will continue to provide security for the immediate future.
 7. **Old Business**
 - a) **Laptop** – Decided by Council that a quote for a laptop is no longer required.
 8. **Correspondence** – none
 9. **Reports**
 - a) **Fire Department** - no report
 - b) **Library** – no report

c) **KABC** – no report

d) **Administrator** –Verbal report given by Tina Harvey

1) Gas Tax funds have been withheld until the annual expenditures report has been sent in. We will need to set a time for a future meeting to discuss the use of this money and should first have a meeting with KABC.

2) Sewer bills will be sent out this Friday; the number of overdue accounts is getting to be a serious concern; recommended that we follow the policy adopted by previous Council to send out a final warning and to cap off the service for any household who is one year in arrears.

3) Invoice received from Robert Duffy regarding the clean-up of the property behind the complex which was not included in the multiplex project. **ACTION:** CAO to further discuss this bill with Robert Duffy and determine what we are being billed for. **NOTE:** Janet Payne shared that she had sent a clear e-mail to both Robert Duffy and Trent Williams on June 4th indicating that *“Tina announced at the special council meeting last night that Council will only authorize the excavation work needed for the multiplex project and that the additional site work will be kept totally separate as she plans to deal with Robert directly on this part. So—in terms of what you and I are dealing with – only the site work related to the current project has been approved.”*

4) Kerry Ellen has requested that the bar area should be locked. **MOTION:** Moved by Andrew McCardle and seconded by Roy Cook that once it has been determined which doors should be locked, CAO to contact Right on Board to install locks.

5) It was determined that the final invoice from Therese Warren remain unpaid until Patrick Sweeney has reviewed deficiencies and we have a better pictures of the errors in the accounting.

6) Bingo parking identified as an area of concern. **ACTION:** CAO to add two metal “no parking/arrow” signs to each of the existing metal posts to prevent cars from parking along the parking lot side of Anderson Street. **ACTION:** Roy Cook to provide signs.

e) **Finance** – No report but Colin Montgomery shared similar concerns with errors in the bookkeeping work.

f) **Bingo** – See written report attached.

g) **Facility** – Verbal report given by Damien McAvinn

1) Curtain rods have been obtained and can be installed to cover the Bingo signage. Tina Harvey has requested that they be put up before the September weddings.

ACTION: Damien McAvinn to also get a cost on room dividers for the senior’s room.

ACTION: Andrew McCardle to talk to Damien McAvinn about using T-bar clips as an alternative.

- h) **Sewer and Utility** – Verbal Report given by Andrew McCardle. Highlights included an update on the do’s and don’t list which will be included with the October sewer bills as well as uploaded onto our facebook page. **ACTION:** Andrew McCardle to resend sewer line flushing plan to the community e-mail.
- i) **Parks, Youth and Recreation** – see written report submitted by Janet Payne; also note that Jamie Fox has requested an agenda for the Grand Opening of the Sportsplex. **ACTION:** Janet Payne to send to Minister Fox.
- j) **HR** – no report
- k) **Events** – Brief verbal report given by Andrew McCarville. Fall festival planned for Oct 18, 19 and 20.
- l) **Emergency Services** – Verbal report given by Roy Cook.
 - 1) Roy Cook reported that he met with the FD Deputy and Chief and they discussed the previous problems with the pump. Roy Cook reported that they believe this was a “one of” event and that it has not happened during subsequent training practices or actual fire calls. **ACTION:** Roy Cook to investigate more horsepower for a new pump before a deeper well would be considered. Roy also indicated that if a new pump is purchased in the future that the Chief and Deputy indicated that they would cover the cost of making adjustments to the indoor plumbing within the fire bay.
 - 2) Also requested by Roy Cook that depending on what he determines when he investigates a new pump with additional horsepower, that Council will identify a new well as part of the long term capital expense plan.
 - 3) Also requested by Roy Cook that Council consider money for a new generator since we are a designated warming centre. **ACTION:** new CAO to ask John Greenan for a suggested price on the old generator before we advertise.

10. **New Business** – none

11. **Old Business**

- a) **Community Sign** -

MOTION: Moved by Andrew McCardle and seconded by Andrew McCarville that the CAO order the community sign from Sign Station.

12. **Date of Next Meeting** – set for Monday, September 23 at 7:00 pm.

13) **Announcement by Mayor Tina Harvey** – Tina Harvey officially resigned from her position as Mayor and immediately removed herself from the Table, turning the seat over to Janet Payne who chaired the remainder of the meeting in her new position as Acting Mayor.

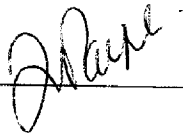
14) **Acceptance of Resignation** – **MOTION:** Moved by Andrew McCardle and seconded by Andrew McCarville “that Council accept Tina Harvey’s resignation effective immediately.” All in favour. Motion carried.

15) **Offer of Employment for CAO Position** – **MOTION:** Moved by Andrew McCarville and seconded by Roy Cook “that Tina Harvey be offered the CAO position effective Tuesday, August 27 based on the detailed employment agreement determined by the HR Committee which includes a six month probationary period with a 3 and 6 month review.” All in favour. Motion carried.

16) **Deputy Mayor** – Andrew McCarville selected by Acting Mayor Janet Payne as Deputy Mayor. Andrew McCarville agreed to this appointment on a short term basis.

17) **Meeting Adjourned:** 7:57 pm.


Mayor



Date

Sept. 23/19.

Chief Administrative Officer



Date

Sept 23/19