

**Rural Municipality of Kinkora**

**Special Council Meeting**

**Finance and Recreation**

**Monday, June 3, 2019**

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**Attendees:** Mayor Tina Harvey, Deputy Mayor Janet Payne (arrived at 7:41), Councillors Roy Cook, Andrew McCardle, Andrew McCarville, Colin Montgomery, and Damien McAvinn

**Meeting Chair:** Mayor Tina Harvey

**Meeting Recorder:** CAO Amy Dawson

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**Call to Order:** 7:07 pm

**Review and Approval of Agenda**

**MOTION:** *Moved by Damien McAvinn and seconded by Andrew McCarville that the agenda be approved as presented, with the addition of the Welcome to Kinkora signs. All in favour. Motion carried.*

**Approval of Minutes – Regular Council Meeting, May 27, 2019**

**MOTION:** *Moved by Andrew McCarville and seconded by Roy Cook that the minutes of the May 27, 2019 council meeting be approved as presented. All in favour. Motion carried.*

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**Business Arising from Minutes – no business arising**

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**Finance Related issues –**

a) Bookkeeper Therese Warren contacted the municipality to say BDO is looking for backups of separate databases for sewer, Kanata & community. Before getting Therese to get the backups, need to confirm how many hours this is going to be

b) Discussion on whether the cleanup behind the hall should be included under landscaping. A quote is needed for cleanup so the CAO is to contact Robert Duffy for a quote/what the scope of work is for this clean up out back. Our budget for landscaping is \$5600, including grass cutting.

c) Flushing of sewer lines at 350m a year to be done in 5 years. After some discussion, to be done in 5 years we would need to flush 750-1000m/year. Council discussed and agreed not to use Gas Tax money for flushing (it was previously noted that Gas Tax money could be used for flushing if it involved a one-time video taping to determine condition of the lines)

d) Discussion about capital expenditures as there is no solid capital list in place for purchases to be made this fiscal year. Also, it was never clarified what would be considered a capital expenditure. Previously it was decided the major purchases this year were the stove and painting the hall. Councillor McCarville and Mayor Harvey had a meeting with the Maple Leaf Seniors and discussed funding applications. The Maple Leaf Seniors are submitting an application for grant money for the new stove and a washer and dryer.

e) There was a problem with the pump in the Fire Hall which made it so the trucks could not be refilled. Thompsons was called out as well as electrician Adam Howatt to look into the issue. According to them the pump was running 31amps for 5 mins and then kicking off. It takes 27 mins to fill the truck here and 3 mins with the pump in Bedeque. The other issue was it looked like someone had shut the breaker off rather than it being tripped. It was discussed about testing the pump by emptying the truck and then trying to refill it. Councillor Cook to set up a meeting with Fire Chief Johnny Dugay.

f) Discussion regarding a laptop for the CAO to be possibly used for minutes, conferences and presentations. Looking to spend around \$500-\$800.

**CARRY FORWARD:** to be discussed more at next regular meeting

g) Sewer Bills – Due to the 15-month fiscal year last year, the January sewer bills should have been a three-month billing period instead of six. To get back on track for the new April to March 12-month fiscal year, we now have to send out one three-month sewer bill and one six month sewer bill. It was decided that the next bills will be the three month cycle.

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#### **Parks & Recreation Related issues –**

a) BAMBA is asking us to do grass cutting weekly at the ball field, to fix the backstop/fence, spray weeds and purchase pea gravel and lime. Council discussed spraying for weeds and it was decided that it would not be done this year. Councillor McAvinn felt as the field was being donated that all the extras were not necessary. Bedeque's mayor mentioned to Mayor Harvey and CAO that Bedeque donates their field and does not pay for anything extra.

**ACTION:** Councillor Payne to get quotes on repairing the backstop fencing.

b) Playground Equipment at Heritage Park – discussion revolved around whether to remove the existing riskier play equipment, remove all play equipment and put in picnic tables and move the playground itself up by the new multiplex. New equipment could be purchased using Gas Tax funds. There was further discussion regarding putting a policy in place for inspecting our playground equipment.

**ACTION:** Councillor McCardle to do an impartial inspection and carry it forward to the next meeting.

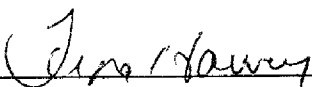
c) Heritage Park gazebo – discussion involving repairs to the gazebo as well as painting/staining

**Community Signs:** The Welcome to Kinkora sign at Duffy Construction's yard has been down in the ditch since last fall. This needs to be cleaned up and new signs installed at the three entrances to the village.

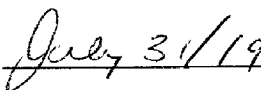
**ACTION:** CAO to contact sign companies to get pricing and some samples of designs.

Date of next meeting: Already established at last regular council meeting: July 22, 2019 at 7 pm

Meeting adjourned: 8:54 pm

  
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Mayor

  
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Date

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Chief Administrative Officer

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Date