

**ATTENDING**

Mayor Don Clarke, Chair  
Deputy Mayor Mike Trinacty  
Councillor Derrick Jamieson  
Councillor Rod Reeves  
Councillor Ty Walsh, arrived at 6:34 pm  
Councillor Adam Lutz  
Councillor Chris Goddard  
Jen Boyd, Chief Administrative Officer  
Lisa Buchan, Director of Finance  
Katie Verrette, Manager of Community Development  
Aaron Dondale, Director of Public Works  
Krista Longmire, Executive Assistant

**ALSO PRESENT**

Jason Haughn, Department of Municipal Affairs and Housing  
1 member of the public

**1. CALL TO ORDER**

The meeting was called to order at 6:32 pm

**2. APPROVAL OF THE AGENDA**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS AMENDED**

**New Business**

- d. **RFD036:2024: Gravity Sewer Repair**

**Correspondence**

- 1. Municipal Affairs and Housing - Funding**

**MOTION CARRIED**

**3. APPROVAL OF THE MINUTES**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE SEPTEMBER 10, 2024 COUNCIL MEETING BE APPROVED AS CIRCULATED.**

**MOTION CARRIED**

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#### **4. NEW BUSINESS**

##### **a. RFD034-2024: Cleaning Service RFP Award**

Director Dondale gave an overview of the cleaning services proposal that went to tender in August 2024. It was agreed that an opt-out clause and emergency cleaning be added to the contract.

**IT WAS REGULARLY MOVED AND SECONDED THAT Council approve the award of a 3-year Cleaning Services contract, effective the start of the next calendar year (2025) to Pro-Kleen Janitorial Ltd., with an annual estimate cumulative of \$42,390.00 plus HST.**

**MOTION CARRIED**

##### **b. RFD035-2024: Wastewater Treatment UV Lights Expenditure**

Director Dondale gave some background on the Wastewater Treatment Plant failure of UV system which resulted in unplanned maintenance and expenditures.

**IT WAS REGULARLY MOVED AND SECONDED THAT Council approve the use of operating reserves for the payment of Sansom Equipment Invoice No. INV-TR-20343, total \$32,829.05 (including HST)**

**MOTION CARRIED**

##### **c. RFD036-2024: Committees of Council Policy**

CAO Boyd gave an overview of the Committees of Council policy along with the terms of reference for the Audit and Planning committees. It was recommended that there be consistent wording in the policy and the terms of reference for the committees. Several suggestions for edits & additions were made to the Committee of Council policy. It was recommended that the updated policy and terms of reference be brought back at the next meeting.

##### **d. RFD037-2024: Gravity Sewer Repair, Commercial Street**

Director Dondale gave some background on a section of an 8" non-reinforced concrete pipe on Commercial Street that has collapsed and requires urgent repair. Funding for the repair was approved, pending a thorough evaluation of all options and a clear definition of the scope of work.

**IT WAS REGULARLY MOVED AND SECONDED THAT Council approve funds from operating reserves of up to \$100,000 will be used to cover the repairs to the gravity sewer on Commercial Street, following the staff's review of available options.**

**Motion Carried.**

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## 5. COMMITTEE of the WHOLE

### a. Department Reports

#### 1. Community Development

Manager Verrette reminded Council of the Coffee and Kudos at the Fire Hall on Friday from 8-10 am.

#### 2. Public Works

Director Dondale highlighted that the Town has to incur the costs to (re)install the highway sign at the cost of approximately \$18,000. It was recommended that the signage be updated to more accurately represent the Town and include the solar garden.

#### 3. Finance

Director Buchan reported that there should be payment for the final insurance claim by the end of this week.

#### 4. CAO

CAO Boyd along with Manager Verrette gave an update on the equestrian trail being formed on the KMCC property and the concerns that have been received.

### b. Committee Reports

a. **AREA Board** – as presented

b. **Kings Point to Point** – as presented. Councillor Goddard highlighted that they are temporarily operating out of Centre Stage theatre and still looking for a permanent location.

c. **KMCC Governance Committee** – as presented

d. **Sports Hall of Fame Committee** – as presented. Deputy Mayor Trinacty noted that after 26 years of serving as chairperson, a new chair has now been appointed to the committee

e. **Valley Regional Enterprise Network Liaison** – as presented

## 6. CORRESPONDENCE

- a. **Municipal Affairs and Housing** – a new funding program has been announced, Growth and Renewal for Infrastructure Development program (GRID). This program supports investment in priority municipal infrastructure projects that address critical capacity issues, build more accessible and adaptable communities, and enable the preservation and expansion of services to support housing.

## 7. MAYOR'S REPORT

Mayor Clarke reviewed the meetings and events he attended over the past month and highlighted some that he will be attending.

Councillor Reeves expressed his gratitude to the members of Council for their support during his three terms and wished them all the best moving forward.

## **8. ADJOURNMENT**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING BE ADJOURNED AT 9:03 pm.**

**MOTION CARRIED**

**Approved by Town Council *November 12, 2024.***

**As recorded by Krista Longmire, Executive Assistant**