

Rural Municipality of KINGSTON  
Regular Monthly Minutes  
Emyvale Recreation Center  
Regular Monthly Council Meeting (Rescheduled) Tuesday, December 20, 2022

Present:

Chair Alan Miller  
Tom Coady  
Dwight Thompson  
Darlene MacDonald  
Tory Kennedy  
Pierce MacLean

Keith Boire CAO

Asbent:

Allan Holmes

1. **CALL TO ORDER** made by Mayor Miller at 7:04pm
2. **Approval of Agenda**  
Motion "To approve the agenda as circulated" (M) Tory Kennedy, (S) Darlene MacDonald. Motion carried.
3. **APPROVAL OF MINUTES** of the November 8, 2022 Meeting. Motion "To approve the agenda as circulated" (M) Tory Kennedy, (S) Darlene MacDonald. Motion carried.
4. **Swearing in of new Council.**
  1. All new and returning councillors signed swearing in Document with the exception of Allan Holmes who was not in attendance.
  2. CAO to sign off on documents and file.
  3. CAO to contact Allan Holmes to complete his swearing in as a re-elected council member.
5. **BUSINESS ARISING FROM PREVIOUS MINUTES:**
  1. Report on Meeting with Transportation and Infrastructure. November 30, 2022.
    - i. Alan and Keith briefed council on the content and their overall impression of the meeting with Minister Deagle and senior members of the DTI.
    - ii. Keith to forward follow-up letter sent to the Minister to council members.
    - iii. A response is expected by mid January. If none is received by next council meeting, Keith to inquire further.
  2. Excavation Pit Bylaw Amendment Discussion.

- i. Keith provided background information on jurisdiction and the need to amend the bylaw to enable the Province to manage the monitoring and permitting of sites while allowing the Municipality to require a Development permit.
  - ii. Councillors to review current bylaw regarding Excavation Pits in order to make decisions on new bylaw at next council meeting.
  - iii. A motion was put forward by Tom Coady seconded by Dwight Thompson to have Keith pursue discussions with the Province in order to discuss options for Development Permitting, including performance bonds and other conditions.
- 3. Plan Review.
  - i. Keith gave further details on the updated version of the Plan mailed out to councillors .
  - ii. Councillors to read the proposed changes prior to next council meeting to discuss possible amendments and next steps required. - Public Input and hiring a licensed Planner.
- 4. Development of a Media Policy
  - i. Keith stated the need to develop a media policy base on the recommendation of councillor Tory Kennedy, should a Facebook page be created.
  - ii. Tory questioned the need to create a Facebook page and it was the consensus of council that we should not proceed with creating a Facebook page at least in the foreseeable future.
  - iii. Tory to do some research on a Media policy to be discussed at a later date.
- 5. Changes to Procedural Bylaw to allow virtual meetings.
  - i. Keith mentioned Allan Holmes reply to the changed council meeting date suggesting we consider virtual meetings.
  - ii. Keith stated such meetings would require minor changes to the Procedural bylaw and that software would require an easy way for the public to both watch and participate in the meeting.
  - iii. Council were unanimous in preferring the current in person format for regular council meetings.
  - iv. Keith to pursue options for virtual meeting in special circumstances.

## **6. Community planning:**

- 1. Mirko presented council with an update on subdivision and planning decisions.
- 2. Mirko described the new format for decision reporting to the Province.
- 3. Mirko mentioned the difficulty knowing the history of prior subdivisions especially when it involved the SPA. Keith concurred our ability to check prior permitting was difficult and he would be working on updating files to make it easier.
- 4. Alan brought up the loss of planning knowledge with Joe Dolphin no longer being on council.
  - i. Alan mentioned participation on Planning Board was not limited to council members.

- ii. Alan suggested Joe be invited to become a member of Planning Board. Dwight moved the motion, seconded by Tom. Council unanimously approved the motion.

## **7. FINANCE REPORT:**

1. Current Account Balances to date were provided to council.
2. Keith mentioned the need for a third signatory to our bank accounts.
3. Suggested Tom as he was available, familiar with budget, online banking and near by should a cheque need to be signed.
  - i. A motion was put forth by Pierce MacLeand and seconded by Tory Kennedy to make Tom the third signator on our accounts. Motion passed unanimously.
4. Discussion on surplus gas tax funding took place. After Bell's final bill for the Fibre Op expansion project taken into account, we remained with \$100,000 in that account and over the next two years an additional \$100,000 would be added to that account. This fund must be spend on eligible projects or would be returned to the Province. Further discussion on this matter took place when discussing the Rec Centre in the Other Business section.

## **8. ADMINISTATOR'S REPORT:**

1. Keith described changes planned for the Municipality's Website.
2. Keith said his plans for the next month would be to consolidate subdivision and development files from the period following the adoption of out Plan (2012) to the present.

## **9. OTHER BUSINESS**

1. Remuneration of Council and Committie Members.
  - i. Keith reminded councillors of the stypends allotted to councillors and the need for Councillors and Mayor to let him know when meetings and training session are being attended so he could accurately keep track in order to properly remunerate them at end of the fiscal year.
2. Fiona Costs
  - i. Keith let council know, costs and documentation associated with operating the warming centre during the emergency had been forwarded to the Province's Disaster Relief department and potential remuneration was expected prior to next council meeting. It was not know whether the remuneration would be in full or prorated.
3. Rec Centre Lease
  - i. The need to renew the lease in April was discussed
    1. Concerns over snow removal and sanding and salting were discussed as they are not metioned in the current lease.
      - a. Keith to follow up with Mark McGillivary on additional requirements of the lease with the knowledge that this could add to the cost of the lease.

2. The discussion of potential Gas Tax projects restarted when discussing the Rec Centre Lease. The potential of acquiring the Rec Centre at no cost and investing Gas Tax funds to provide enhances emergency services, including showers and expanded office space were discussed.
  - a. This is at a very early stage. Motion made by Tom, seconded by Dwight to have Keith discuss with Mark McGillivray both the renewal of the lease and to find out the details of who actually owns and operates the Rec Centre and finding out if there is a wish for the Municipality to possibly take over ownership of the centre.
  - b. Keith to report back to council on those discussions.

4. Insurance - Errors and Omissions

- i. This topic had been discussed at previous meetings based on concerns over potential liability due to decisions made in error earlier in the year.
- ii. Dwight Thompson was the councillor who expressed the greatest concern over this issue. Keith received information from the Cooperators that indicated they could provide this insurance through a third party insurer. Dwight was to do additional research to recommend how to proceed.
- iii. Dwight recommended proceeding with the process of getting a quote for this coverage. Keith to action with the Cooperators.

10. CORRESPONDENCE

1. The Cooperators Insurance invoice us for an additional \$170 on our general liability policy because of the added coverage for the 4H Club and its standby generator. That bill has been paid.

11. ADJOURNMENT Motion made at 8:45PM to adjourn the meeting moved by Tom Coady, Seconded by Dwight Thomspon. Motion carried.

  
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Mayor Alan Miller  
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CAO Keith Boire

Date JAN 10, 2023