

MINUTES
Rural Municipality of KINGSTON
Emyvale Recreation Center
Regular Monthly Tuesday, September 12, 2023 7 PM

Present:

Alan Miller
Dwight Thompson
Tom Coady
Darlene MacDonald
Tory Kennedy
Allan Holmes

Keith Boire CAO
Troy Hunter EMO

Regrets
Pierce MacLean

1. CALL TO ORDER AT 7:07pm
2. APPROVAL OF AGENDA Moved by Tory Kennedy, Seconded by Tom Coady
3. APPROVAL OF MINUTES – July 25, 2023 Moved by Tom Coady Seconded Darlene MacDonald
4. BUSINESS ARISING FROM PREVIOUS MINUTES
 1. Planning Board made recommendations on the following applications:
 - a. Cormier, Costello, Lank Subdivision/Consolidation application, recommend to approve. Motion to approve by Tom Coady, Seconded Darlene MacDonald, Motion Carried.
 - b. Ground mount solar panels, front yard install. Sanderson and Kelly, recommended to approve. Motion to approve Tom Coady, Seconded Dwight Thompson, Motion Carried.
 - c. Consolidation Weale/Coady. Recommended to approve. Motion to approve Tom Coady, Seconded Tory Kennedy, Motion Carried.
 - d. Chris Linzel-Waddell – Garden Suite. Planning Board rejected the application based on the bylaws
 2. Plan and Bylaw Review Project
 - a. Council had a video meeting and presentation given by Dawn Sutherland outlining the updated schedule for the plan review. Further plans for the review to be had with the CAO and Plan Review Committee.
 3. Letter to Infrastructure Minister re Selling of Phase 2 Westwood Hills.
 - a. This was discussed and there was concern over potential changes to the current plan for the development. Council only agreed to allow the Province to administer the subdivision process based on given information at the time. Any changes to those conditions may change council's decision on the matter. Alan to follow up.
 - b.
 4. Update on Excavation Pit Bylaw.
 - a. Keith explained current status of the bylaw change. Would continue to work on a solution. Any changes to what was originally submitted would have to be approved by council.

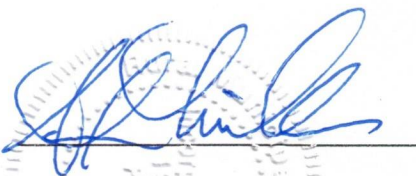
5. COMMUNITY PLANNING
 - A. Development Report – Current applications already discussed with the Planning Board recommendations

6. FINANCE REPORT
 - A. Current financial balances and Mastercard expenditures were provided to Council.
 - B. The audit is almost complete, still awaiting information from Royal Bank that Alan spoke with a couple of weeks ago.
 - C. Auditors want a more realistic version of our finances as they pertain to reserve funds. I suggest we consider our Term investment our Reserve fund
1. A motion was put forward by Darlene MacDonald to assign the term deposit as our reserve fund. Seconded by Tom Coady Motion Carried.

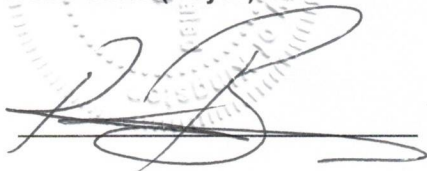
7. OTHER BUSINESS
 - A. Employment Policy
 1. Keith expressed the need to develop a proper policy as it pertained to employees. With him taking on the role of CAO, Kingston was hiring its first part-time permanent employee and a policy in keeping with Provincial employment standards should be established.
 - a. Alan recommended Tory Kennedy take on the task to develop such a policy given her experience in HR. Council unanimously agreed and Tory agreed to take on the task. Tory to follow up and meet with Keith.
 - B. Mandatory Bylaws
 1. Keith to work on bringing our mandatory bylaws into compliance over the next few months to become compliant by the end of fiscal year.

8. BUSINESS ADDED TO AGENDA AT MEETING
 - A. EMO preparedness for coming Hurricane Lee.
 1. Council discussed our lack of preparedness for Fiona and the need to be better prepared should a similar emergency occur.
 2. EMO coordinator Troy Hunter was in attendance and stated our need to purchase some emergency supplies to aid in any potential response to an emergency.
 - a. Darlene MacDonald made the motion to approve Troy Purchase up to \$1000 worth of emergency supplies to be stored at the Emyvale Rec Centre for such an emergency to be purchased using the municipality's Visa card. Seconded by Dwight Thompson. Motion Carried.

9. ADJOURNMENT
Motion to adjourn by Allan Holmes, Seconded by Tory Kennedy. Motion Carried



Alan Miller (Mayor)



CAO Keith Boire

OCT 24, 2023