

**Minutes**  
**Rural Municipality of KINGSTON**  
**Emyvale Recreation Center**  
**Regular Monthly Council Meeting**  
**Tuesday April 9, 2024 7PM**

**Attendance**

y	Alan Miller (Mayor)		n	Allan Holmes
y	Dwight Thompson (DM)		y	Darlene MacDonald
y	Tom Coady		n	Pierce MacLean
y	Tory Kennedy		y	Keith Boire (CA0)

Public Attendance	Logan Docherty

Call to Order At:	7:03pm				
Approval of Agenda	M	Tory Kennedy	S	Tom Coady	
Approval of Minutes March 21, 2023	M	Tom Coady	S	Darlene MacDonald	

**1. BUSINESS ARISING FROM PREVIOUS MINUTES**

1. Plan and Bylaw Review – Update on progress and next steps.
  - a. Keith let council know he had been in contact with Dawn Sutherland from Brighter Community Planning the previous Thursday.
  - b. Dawn committed to provide the primary draft of the plan by April 30.
  - c. Keith to share the draft plan with the Plan Review Committee well in advance of a planned committee meeting on May7th which would include members of the Planning Board as well.
  - d. Keith to continue working on a list of desired amendments to our current bylaw.
  - e. Keith to share with the committee prior to sending to Dawn and will add committee members comments and concerns to what he presents to Dawn.
  
2. Emyvale Rec Centre.
  - a. After Mayor Miller contacted Cox and Palmer, Keith followed up with Melanie McKenna to work on the file.
  - b. Melanie indicated the process was not complicated and that the Emyvale Recreation Centre Inc could continue with their mandate to support the centre even after the ownership was transferred to the municipality
  - c. Keith would soon provide Melanie with survey and financial documents.
  - d. A lease arrangement with Emyvale Recreation Centre Inc was the suggested mechanism to have them continue managing the operations of the hall.
  - e. A meeting with the Emyvale Recreation Centre Inc directors and representatives of the volunteer group would be held next week to work on a consensus over the terms of the lease.
  - f. Keith to report to council at the May 14<sup>th</sup> meeting

### **3. Excavation Pits.**

- a. Otho maps of the proposed new excavation pits requested by Logan Docherty were provided to council.
- b. Keith let council know a new excavation pit development application form was created similar to that of West River, with modifications reflecting our current bylaw.
- c. This application was provided to Logan the previous week.
- d. Once an application was made along with the application fee, a Planning Board meeting would be scheduled to review the application and make recommendation to council. Should an application come in prior to April 19<sup>th</sup>, the Planning Board meeting would take place on May 7<sup>th</sup>.
- e. The Fee required for the application had not been set, but the issue of our fee schedule would be discussed later in the meeting and will be determined at that time..
- f. Logan indicated his primary reason for being at the meeting was to make representation during the discussion.

### **4. APM Expansion**

- a. With the minutes of the previous meeting being approved, Keith will forward the motion in support of the centre to the expansion representative.

## **2. COMMUNITY PLANNING**

### **A. Mirko discussed current applications with council.**

1. Alan Miller inquired at to how busy application were this spring. Mirko indicated there was not a major influx of applications.

## **3. FINANCE REPORT**

### **A. Current Bank Balances were provided to council.**

### **B. There were not Visa expenditures to report over the period.**

### **C. Keith let council know there would be purchases of an office chair and a monitor as those currently in use were on loan to the municipality.**

### **D. Alan Miller suggested given the current checking account balance that perhaps some of it should be transferred into an interest accruing account.**

1. Keith to examine the balances and report back to council at the May meeting for a decision on possible transfer of funds.

## **4. OTHER BUSINESS**

### **A. Fee Schedule Update**



1. Keith presented his recommendation for changes to the current fee schedule in order to be consistent with similar municipalities and to correct errors in the current fee schedule.
  - a. Council looked over the recommendations and Mayor Miller suggested there be motions on various sections so discussion could take place over the various changes. Council was in agreement with this approach.
  - b. Substantial discussion took place on fees for excavation pits. Logan Docherty expressing concern over Municipal costs being much greater than provincial costs.
  - c. Council decided to adopt fees similar to other municipalities with lower costs.
  - d. Discussion on additional fee schedule recommendations on variances, Amendments to plan and bylaws, other agreements were put off until after the new plan is adopted.
2. The following motions were made:

Motion to make fee for the first lot in a subdivision application \$200, subsequent applications up to 5 lots in total would be \$100. Fee for consolidation \$100				
Moved by:	Tory Kennedy			
Seconded by:	Tom Coady			
Motion Carried:	Unanimously	X	Vote for:	Vote against:
Motion to make fee for Residential and Agricultural. Residential, New, Additions, Moving Structures - \$0.12 per Sq Ft, \$250.00 Minimum, \$1000 Maximum. Accessory Buildings - \$0.12 per Sq Ft, \$50.00 Minimum, \$500 Maximum. Change of use \$50, Agricultural Buildings - \$0.10 per Sq Ft, \$250.00 Minimum, \$1000 Maximum.				
Moved by:	Darlene MacDonald			
Seconded by:	Tory Kennedy			
Motion Carried:	Unanimously	X	Vote for:	Vote against:
Motion to make fee Commercial/Institutional/Industrial - \$0.20 per Sq Ft, \$300.00 Minimum, \$2000 Maximum.				
Moved by:	Tom Coady			
Seconded by:	Dwight Thompson			
Motion Carried:	Unanimously	X	Vote for:	Vote against:
Motion to make fee for Excavation Pit (new) variable by size of pit. \$200 for pits up to 5 acres, \$500 for pits greater than 5 acres up to 10 acres, \$1000 for pits greater than 10 acres up to 15 acres, \$1500 for pits greater than 15 acres. For renewal of existing pits the annual fee would be \$200 regardless of size.				
Moved by:	Tory Kennedy			
Seconded by:	Dwight Thompson			
Motion Carried:	Unanimously	X	Vote for:	Vote against:

**B. Mandatory Bylaws and Updating Non-development bylaws**

1. Keith continuing to determine what bylaws need to be worked on to make the Municipality compliant with bylaw regulations.

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## 5. ADJOURNMENT

- A. Initial motion to adjourn was moved by Darlene MacDonald, seconded by Tory Kennedy, before the vote was recorded, Keith let council know the motions made on the fee schedule required a resolution to be passed. Tory moved and Dwight seconded that the adjournment be delayed until the vote on the resolution took place.

Resolution 2024-01 to amend the schedule of fees in Bylaw 2018-01 by the authority in clause 6.2 of the bylaw. The new fee schedule shall be that agreed to by council in the motions made under Other Business 5A,(2).


Moved by:	Tory Kennedy				
Seconded by:	Dwight Thompson				
Motion Carried:	Unanimously	X	Vote for:		Vote against:

Motion to adjourn at:	9:40pm			
Moved by	Tom Coady	Seconded by	Dwight Thompson	
Motion Carried - Yes				



**Alan Miller (Mayor)**

Date June 26, 2024



**Keith Boire (CAO)**