

Minutes
Rural Municipality of KINGSTON
Emyvale Recreation Center
Special Council Meeting
Tuesday March 4, 2025 7PM

Attendance

Y	Alan Miller (Mayor)		N	Allan Holmes
Y	Dwight Thompson (DM)		Y	Darlene MacDonald
Y	Tom Coady		Y	Pierce MacLean
Y	Tory Kennedy		Y	Keith Boire (CA0)
			Y	Mirko Terrazas (DO)

Call to Order At:	7:03 PM			
Approval of Amended Agenda	M	Pierce MacLean	S	Darlene MacDonald
Approval of Minutes February 11, 2025	M	Pierce MacLean	S	Darlene MacDonald

1. BUSINESS ARISING FROM PREVIOUS MINUTES

1. Update on Shared Services

- a. At a minimum, having a shared services agreement allows us to continue having a qualified development officer who is being trained and supported in a full-time position
 - i. Finding someone qualified willing to work 5 hours per week is very unlikely.
- b. In the event of a vacancy, hiring with other municipalities is the only real option.
- c. CAO presented council with the draft Shared Services Bylaw # 2025 – 02A
- d. Having discussed the issues regarding the need for a new shared services bylaw the following resolution and vote took place.

Moved By:	Tom Coady			
Seconded By:	Darlene MacDonald			
Resolved: Whereas Council has identified the need to have greater options for providing services to the municipality, Council shall proceed to first reading and approval at this meeting and shall proceed to second reading, approval and adoption of the new Shared Services Bylaw # 2025 – 02A at our next council meeting. The results of the vote on this resolution and the results on the voting of the First Reading are as follows:				
Councillor's Name	Voted For	Voted Against	Abstained	Absent
Dwight Thompson	x			
Tom Coady	x			
Darlene MacDonald	x			
Allan Holmes				x
Tory Kennedy	x			
Pierce MacLean	x			
Totals	5	0		1
The Resolution was carried by a majority of councillors present. Council has approved the first reading of the new Shared Services Bylaw # 2025 – 02A. This resolution shall be titled Resolution 2025-02A.				

2. COMMUNITY PLANNING

1. New Official Plan

- a. The Planning Board made recommendation to council to approve and adopt the new Official Plan.
- b. After discussion the following resolution was made:

Moved By:	Tom Coady			
Seconded By:	Darlene MacDonald			
Whereas Council has identified the need to substantially amend the Official Plan for the Community of Kingston, as shown in Schedule "A" - Official Plan Amendment OPA-2025-1, Be it resolved that Rural Municipality of Kingston's Official Plan be hereby amended. This resolution shall be titled Resolution 2025-03A. Below are the results of the voting on the resolution.				
Councillor's Name	Voted For	Voted Against	Abstained	Absent
Dwight Thompson	x			
Tom Coady	x			
Darlene MacDonald	x			
Allan Holmes				x
Tory Kennedy	x			
Pierce MacLean	x			
Totals	5	0		1
The Resolution to approve and adopt the new Official Plan was passed by a majority of councillors present. The new Official Plan shall come into effect on the date of approval by the Minister of Housing, Land and Communities.				

2. New Development Bylaw

- a. The Planning Board made recommendation to council to proceed with the first reading of the new Development Bylaw and to approve the new Development Bylaw
- b. After discussion the following resolutions were made:

Moved By:	Tom Coady			
Seconded By:	Darlene MacDonald			
Whereas Council has identified the need to substantially amend the Community of Kingston Zoning and Subdivision Control (Development) Bylaw, dated November 2012, as shown in Schedule "A" the Rural Municipality of Kingston Zoning and Subdivision Control (Development) Bylaw Amendment 2025-2, Be it resolved that Rural Municipality of Kingston Zoning and Subdivision Control (Development) Bylaw Amendment 2025-2, a bylaw to amend the Community of Kingston Zoning and Subdivision Control (Development) Bylaw 2012 be hereby read a first time. This resolution shall be titled Resolution 2025-03B. The results of the vote on this resolution to are as follows:				
Councillor's Name	Voted For	Voted Against	Abstained	Absent
Dwight Thompson	x			
Tom Coady	x			
Darlene MacDonald	x			
Allan Holmes				x
Tory Kennedy	x			
Pierce MacLean	x			
Totals	5	0		1
The Resolution was carried by a majority of councillors present.				

Moved By:	Tom Coady			
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Seconded By: Darlene MacDonald				
Whereas Council has identified the need to substantially amend the Community of Kingston Zoning and Subdivision Control (Development) Bylaw, dated November 2012, as shown in Schedule "A" the Rural Municipality of Kingston Zoning and Subdivision Control (Development) Bylaw Amendment 2025-2, And whereas the Rural Municipality of Kingston Zoning and Subdivision Control (Development) Bylaw Amendment 2025-2, a bylaw to amend the Community of Kingston Zoning and Subdivision Control (Development) Bylaw 2012 was read a first time at this Council meeting: Be it resolved the Rural Municipality of Kingston Zoning and Subdivision Control (Development) Bylaw Amendment 2025-2, be hereby approved. This resolution shall be titled Resolution 2025-03C. The results of the vote on this resolution to are as follows:				
Councilor's Name	Voted For	Voted Against	Abstained	Absent
Dwight Thompson	x			
Tom Coady	x			
Darlene MacDonald	x			
Allan Holmes				x
Tory Kennedy	x			
Pierce MacLean	x			
Totals	5	0		1
The Resolution was carried by a majority of councilors present.				

3. Financial Report

1. Setup of Auto Payment

- Auto payment has been set up for invoices from Maritime Electric, Bell/Aliant and GFL Environmental.
- Unlike regular invoice payments requiring two signatures or approvals, these payments are automatic.
- As part of the requirement for two signature authorization of expenditures, the CAO initiated the auto payment feature for these accounts and the mayor indicated his approval of this procedure and is recorded in an email from him to the CAO

2. Card error

- CAO mistakenly used the wrong debit card for a personal purchase.
 - The error was corrected by reimbursing the municipality of the expenditure in error.

3. Rec Centre Reconciliation of Expenses

- Part of the agreement between the Emyvale Rec Centre Inc and the Rural Municipality of Kingston was to share the cost of legal fees associated with the transfer and to ensure all expenses relating to the operation of the Rec Centre prior to the transfer were paid up to that date.
- The total owing to the municipality was the same as the amount the Rural Municipality of Kingston paid the Emyvale Rec Centre Inc for its lease obligation prior to the September 30, 2024, transfer of ownership.
- As a result, with the reimbursement of the \$3600 lease payment from the Emyvale Rec Centre Inc to the municipality, there would be no amounts owing between the two parties.

Moved By:	Tom Coady
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Seconded By:	Dwight Thompson			
Resolved: Whereas the ½ year lease payment made to the Emyvale Rec Centre Inc on November 1, 2024 being equal to the amounts the Emyvale Rec Centre owes the Rural Municipality of Kingston for account arrears and its portion of the legal fees associated the transfer of ownership of the Rec Centre, be it resolved that with the reimbursement of the lease payment to the municipality, there shall be no monies owing between the Emyvale Rec Centre Inc and the municipality.				
Councillor's Name	Voted For	Voted Against	Abstained	Absent
Dwight Thompson	x			
Tom Coady	x			
Darlene MacDonald	x			
Allan Holmes				x
Tory Kennedy	x			
Pierce MacLean	x			
Totals	5	0		1
The Resolution was carried by a majority of councillors present.				

4. 2025-26 Annual Municipal Budget

- a. Budget presentation was not ready at this time and will be presented at the March 11, 2025 council meeting.
- b. Budget Items requiring discussion.
 - i. Mayor and Councillor Stipends – Discussion on potential changes to remunerations took place. CAO to research similar jurisdictions and report back. No changes to remunerations at this time.
 - ii. 2025 Tax Rates – Discussion on tax rates took place and the province requires this information prior to April 1, 2025
 - (i) It was determined to have our residential rate remain the same at \$0.15 per \$100 of valuation.
 - (ii) In keeping with other jurisdictions, it was determined to have our commercial rate change to \$0.25 per \$100 of valuation.
 1. Discussion on re-zoning current commercial operations to commercial status would go forward after the adoption of the new plan and bylaw.

Moved By:	Dwight Thompson			
Seconded By:	Pierce MacLean			
Resolved: that the tax rates for residential and agricultural properties shall remain at \$0.15 per \$100 of valuation and that the commercial rate shall be \$0.25 per \$100 of valuation.				
Councilor's Name	Voted For	Voted Against	Abstained	Absent
Dwight Thompson	x			
Tom Coady	x			
Darlene MacDonald	x			
Allan Holmes				x
Tory Kennedy	x			
Pierce MacLean	x			
Totals	5	0		1
The Resolution was carried by a majority of councilors present.				

5. Current Balances were provide to council.


6. Capital Projects

- a. Potential funding for our two capital projects was discussed.
 - i. Most of the funding will come from our current CCBF account.
 - ii. Some funds may be required in order to secure other capital funding and to that matter the following resolution was passed.

Moved By:	Tory Kennedy			
Seconded By:	Darlene MacDonald			
Resolved: that the current \$100,000 term deposit shall be designated as part of our capital fund and the CAO is authorized to commit those funds for projects approved by council. The remaining \$216,000 term deposit shall be designated a reserve fund, requiring council approval for any expenditure or internal transfer of funds.				
Councilor's Name	Voted For	Voted Against	Abstained	Absent
Dwight Thompson	x			
Tom Coady	x			
Darlene MacDonald	x			
Allan Holmes				x
Tory Kennedy	x			
Pierce MacLean	x			
Totals	5	0		1
The Resolution was carried by a majority of councilors present.				

4. ADJOURNMENT

Motion to adjourn at:	8:20	pm		
Moved by	Darlene MacDonald	Seconded by	Tom Coady	
Motion Carried - Yes				



Alan Miller (Mayor)



Keith Boire (CAO)

Date MARCH 11, 2025