

**Minutes**  
**Rural Municipality of KINGSTON**  
**Emyvale Recreation Center**  
**Regular Council Meeting (Rescheduled)**  
**Tuesday October 21, 2025, 7PM**

**Attendance**

Y	Dwight Thompson (Acting Mayor)		N	Allan Holmes
Y	Tom Coady		N	Darlene MacDonald
Y	Tory Kennedy		N	Pierce MacLean
			Y	Keith Boire (CAO)
			N	Mirko Terrazas (DO)

Call to Order At:	7:02	PM		
Approval of Amended Agenda	M	Tom Coady	S	Tory Kennedy
Approval of Minutes September 9, 2025	M	Tory Kennedy	S	Tom Coady

**1. BUSINESS ARISING FROM PREVIOUS MINUTES**

**1. Creating a Finance/Capital/HR Committee**

- a. Keith discussed the matter of extended responsibilities for the Planning Board with Municipal Affairs. After that discussion he presented council with the feedback from Municipal Affairs and made the following observations and recommendations:
  - i. it was determined we require a Planning Board that only deals with planning responsibilities as its role is laid out in the Planning act rather than the Municipal Government Act.
  - ii. Given the size and nature of our municipality, a Standing Committee of three to four members of council would be the best way to deal with the topics of Finance, HR and Capital Projects.
  - iii. HR is currently being addressed with the CAO contract, but normally the topic of HR would only be addressed when hiring or renewing contracts.
  - iv. Finance is primarily addressed in February when creating the annual budget.
  - v. Capital Projects will be a busy portfolio over the next 18 months.
- b. To that end, the following resolution was put forward:

Moved By:	Tom Coady			
Seconded By:	Tory Kennedy			
Be it resolved that council shall create a standing committee whose responsibilities shall include Human Resources, Finance and Capital Projects. Further responsibilities may be added by a separate resolution at a future date. The Standing committee shall include, Tom Coady, Dwight Thompson and Tory Kennedy, who shall be the chair of the standing committee. Members of the committee shall serve until such time as the next council is elected in November 2026 and determines who shall serve on the committee. The committee shall make reports to council after each meeting of the Standing Committee and whenever issues arrive that they deem need to be addressed by the council.				
<b>Councilor's Name</b>	<b>Voted For</b>	<b>Voted Against</b>	<b>Abstained</b>	<b>Absent</b>
Tom Coady	x			
Darlene MacDonald				x
Allan Holmes				x

Tory Kennedy	x		
Pierce MacLean			x
<b>Totals</b>	2	0	
This resolution was passed by a majority of councilors present.			
A quorum was met with Mayor Dwight Thompson being in attendance.			

## 2. Topics discussed at the October 14<sup>th</sup> Planning Board Meeting

### a. Planning Review

- i. Planning board reviewed a single lot subdivision for parcel 226464 owned by Paul and Trish Neima.
  - (i) The property is the remnant of the Kingswood subdivision. Although a single lot subdivision can be approved by our development officer without the requirement to be brought before the Planning Board and Council, it was determined given the unique conditions around the property, that it would be best if the Planning Board reviewed and made recommendations to the development officer.
  - (ii) The applicant, Paul Neima indicated the intent of the subdivision was to separate 13 acres from the main parcel where their existing home is and sell the remaining parcel to the Island Nature Trust.
  - (iii) To that end Paul agreed that the resultant survey will identify the remaining parcel of land as “non-residential”
  - (iv) Planning Board was satisfied with this condition and instructed Mirko to process the application ensuring it was compliant with our current development bylaw.
  - (v) As the Development officer has authority over single lot subdivision, the report to council was for information purposes only.

### b. EMO

- i. Keith reached out to Troy Hunter to find out if he would be able to address council at this meeting.
- ii. Troy let Keith know that for work and personal reasons he was planning on leaving the role of EMO coordinator for the municipality and was unable to attend the October meeting.
- iii. Troy did indicate he would be able to attend the November council meeting and give an overview of the team and make recommendations for future considerations regarding EMO
- iv. Councilors to reach out to residents they may feel would be interested in both the coordinator and support positions within the municipal EMO group.

### c. Remuneration Bylaw

- i. Subsequent to preliminary discussions, we discovered any changes to the Remuneration Bylaw required an independent commission making recommendation to council.
  - (i) The commission is to be one person, who is not a member of council and not an employee of the municipality.
- ii. CAO reached out to Alan Miller to see if he would be willing to take on the role of Commissioner and indicated he would do so if appointed by Council.
- iii. To that end, the following resolution was made:

Moved By:	Tom Coady			
Seconded By:	Tory Kennedy			
Be it resolved that council shall appoint Alan Miller as the independent commissioner to review our current Remunerations Bylaw 2020-1 and make recommendations to incorporate into a new Remuneration Bylaw. The results of the vote on this are as follows:				
Councilor's Name	Voted For	Voted Against	Abstained	Absent
Tom Coady	x			
Darlene MacDonald				x
Allan Holmes				x
Tory Kennedy	x			
Pierce MacLean				x
<b>Totals</b>	2	0		
This resolution was passed by a majority of councilors present.				
A quorum was met with Mayor Dwight Thompson being in attendance.				

- d. CAO Contract Renewal
  - i. Tory to draft a new contract to present to council at the November meeting.

### 3. Update on Capital Project by CAO

- a. Through the FPEIM I was directed to the CRIS program which may give us additional resources and funding opportunities with our planned renovation and addition.
  - i. I am not certain whether or not there are additional funding sources, but given the five months between now and the next fiscal year, it only makes sense to see what they may be able to offer.
- b. Still awaiting Treasury Board approval of solar panel and electrical upgrade
- c. Between now and next council meeting I will be finalizing plans for the renovation and addition and will seek quotes for the required architectural plans.
- d. Part of the new plan will be for the bar to be located at the north east corner of the hall where the current Sanitorium display is located. This minor alteration will be done in house and the future bar area will serve as a large municipal office until such time as the addition is complete and the office is relocated.
  - i. When the office is relocated to the addition the space will become the bar for the Rec Centre.

### 4. Update on Shared Services

- i. We expect a meeting with Erin Kielly from Municipal Affairs within the next couple of weeks to go over the agreement and ensure we all understand the expectations.
- ii. Municipal Affairs plans to present the agreement to Treasury Board in December for their approval then on to Executive Council.
- iii. Our hope is to start the agreement beginning of next calendar year.

### 5. Election

- a. I will be putting up the notice this week and will determine the office hours with Alan.
- b. Nominations close November 7<sup>th</sup>.
- c. At that time we will know whether or not we will be having an election.

## 2. COMMUNITY PLANNING

### A. Mirko will present his report

- 1. Alan Miller – One two lot subdivision, one easement.

**3. FINANCIAL REPORT**

- A. Presentation of audit
- B. Current Account Balances were provided to Council.

**4. NEW BUSINESS**

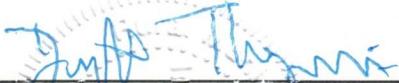
- A. Choosing a deputy mayor
  - 1. Mayor Thompson appointed Tory Kennedy to be Deputy Mayor and Tory Kennedy accepted the appointment.

**5. Correspondence**

- A. CAO shared the following correspondence from outside sources in case council wished to pursue further discussion.
  - 1. Heat Alert and Response System Sessions – Invitation
  - 2. Consultation Bill - Off-Highway Vehicle Act (Department of Transportation and Infrastructure)
    - a. Tory request resending the information on this topic to her for examination. Keith to action.
  - 3. Honouring Land Sovereignty in Policy, Practice, Process
  - 4. Reminder of AGM Wed Oct 22, 7:00pm
  - 5. Awesome Workshop: DEI & Antiracism Policies and Operating Plans

**6. Adjournment**

Motion to adjourn at:	7:45 pm		
Moved by	Tory Kennedy	Seconded by	Tom Coady
Motion Carried - Yes			

  
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 Dwight Thompson (Acting Mayor)

  
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 Keith Boire (CAO)

Date Nov. 25, 2025