

**Community of Kingston**  
**Regular Monthly Council Meeting**  
**Emyvale Recreation Center**  
**September 8<sup>th</sup>, 2015**

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**Present:**

Alan Miller, Chair  
Tom Coady  
Julie Ireson  
Joe Dolphin  
Jan Holmes  
Dwight Thompson  
Keith Boire

**Also Present**

Dianne Dowling

**Regrets:**

**CALL TO ORDER:**

Meeting called to order by Chair at 7:06 PM.

**APPROVAL OF AGENDA:**

**MOTION:**

*"To approve the Agenda as circulated"* (M) Dwight Thompson (S) Jan Holmes, Motion carried.

**APPROVAL OF MINUTES:**

**MOTION:**

*"To approve the minutes of the August council meeting with correction of two typo's"* (M) Keith Boire (S) Jan Holmes, Motion Carried.

**BUSINESS ARISING FROM MINUTES:**

1. The Chair informed Council that he has not spoken to the lawyers concerning the outstanding invoice and the draft Development Usage Agreement due to the office being closed because of the death of one of the associates. The process was reviewed in that the agreement would be reviewed by the community's lawyer and following legal consultation this document would then be taken to Mr. McKenna or his representative to sign.

**RESOLUTION:**

*"To accept the Development/Usage Agreement as drawn up subject to legal review and to then be presented to owners of the Insulation Company"* (M) Julie Ireson (S) Jan Holmes, Motion carried.

It was noted the lawyer would add the legal description of the property from the deed.

**COMMUNITY PLANNING:**

Report from the Planning Committee: Councilor Thompson updated Council on an issue that has come to the attention of the Planning committee. He noted the Planning Committee held a special meeting to discuss this proposal. (A copy of the minutes of that meeting were circulated) Council discussed the issues with developing this undersized lot. It was the recommendation of the Planning Committee that an Official letter be sent to the property owners itemizing Council’s concerns and enclosing a copy of the Bylaws and the policy on undersized lots. The letter should also mention the subdivision (combining of the two lots) also requires Council approval.

**MOTION:**

*“For the Administrator to send an Official Community letter outlining the Community’s policy’s and regulations on undersized lots, including the need for an Engineer’s Assessment of the septic capacity (to construct a new house) of their existing undersized lot and further requiring an engineer to assess their existing septic system to identify alternatives/options in the event the existing system fails. Also the letter should notify the homeowners of the need to submit a subdivision application to combine the two lots to be approved by Council.”* (M) Julie Ireson (S) Dwight Thompson, Motion carried. (Councilor Dolphin abstained from voting on this motion)

The Administrator will circulate a draft copy of the letter to Council prior to sending it out.

2. Administrator circulated copy of application submitted by Jon Russell for private garage. Council reviewed and noted several issues of non-compliance with the bylaws. The Administrator is to contact the applicant to advice of the issues and request he resubmit a revised site plan.

**FINANCE:** Report circulated – Council discussed the contingency fund and budget impact of replenishment.

**OTHER BUSINESS:**

1. Infrastructure Project: The Chair said that CDC is still pursuing the Communities idea for the Infrastructure project. Discussed the internet High Speed upgrades and Dwight will look into the individual to contact concerning the plans for future expansion in our Community.

**CORRESPONDENCE:**

Administrator noted that a package was received from Red Cross concerning Emergency Planning and said there is a three day course put on by EMO for Community Leaders.

Being no further business motion passed to adjourn at 8:15 PM (M) Dwight Thompson (S) Tom Coady, Motion carried.

Submitted,

Dianne Dowling, Administrator

<p>Approved</p> <p>Administrator _____</p> <p>Chair _____</p>
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