

**Rural Municipality of Kingston**

**Regular Monthly Meeting November 9, 2021**

**Emyvale Recreation Center at 7 PM**

**PRESENT:**

Chair Alan Miller  
Joe Dolphin  
Tom Coady  
Darlene MacDonald  
Alan Holmes  
Dwight Thompson  
Keith Boire

**ALSO PRESENT:**

Administrator Dianne Dowling

**Meeting called to order at 7:05 PM by Mayor Miller.**

**1. Approval of Agenda as circulated:**

**Motion:**

2. *"To Approve the Agenda as circulated with the addition of item # 3 CAO and Item # 4 Office under Business Arising and Item # 6 High Speed Internet under Other business."* (M) Joe Dolphin (S) Keith Boire, Motion carried.
3. **Approval of Minutes of the October 2021 meeting.** *"To approve the minutes of the October meeting with noted corrections."* Motion: (M) Darlene MacDonald (S) Keith Boire, Motion carried.

**4. BUSINESS ARISING FROM PREVIOUS MINUTES:**

1. **Generator Funding 4-H Building:** The Administrator advised that Kellie Mulligan has received all the information she requested and thanks to the Councilors who supplied the information requested. Noted that she did not request a copy of a lease agreement. The Mayor said Council needs to decide on an the lease payment. After discussion Council decided to offer the 4-H group \$4,000.00 for the use of the building as a warm-up location.

**MOTION:**

*"That the Mayor be authorized to contact the 4-H group and offer them \$4,000.00 for the use of the building for a warm-up site in case of Emergency and if this is acceptable to draw up the lease agreement."*

**(M) Joe Dolphin**

**(S) Keith Boire, Motion carried**

2. **McQuaid Subdivision application:** Administrator read the email from Derek French concerning this application. Council discussed the many ways of interpreting the legislation and the effect on the number of lots that could be severed depending on the interpretation. As Michael has not replied to Mr. French's email the administrator is to summarize the issues Council has with this application and email Michael. The Mayor indicated that the Province has promised more clarification on the amendment to the Special Planning Areas and it's implementation's and this application is to be on hold until Council receives this clarification from the Province.

**5. COMMUNITY PLANNING:**

**1. Michael did not submit a report**

**2. Shared Services Agreement:**

The Mayor reported that Michael has accepted the CAO position and this will work in conjunction with Miltonvale Park who has offered Michael a full time position based on his services being cost shared with other Municipalities. He said each Municipality that utilizes Michael's services will guarantee the number of hours to be reimbursed. The Mayor has also spoken to the CAO of Miltonvale Park and there is an opportunity for Kingston business to be conducted from Michael's office at Miltonvale Park. He continued to explain that Miltonvale intends to upgrade the space so that Michael's office can be located upstairs. The reimbursement for Michael's time will be paid to Miltonvale Park. The Mayor reported that Michael is going to be off Island for December but will start the position in January 2022. The Mayor proposed that the current Administrator would attend the January meeting to update Michael on any issues.

**MOTION:**

*"Be it resolved, that the Mayor negotiate a Lease and payment arrangement for Michael's services to be presented at the December meeting."* **(M) Joe Dolphin (S) Keith Boire, Motion carried.**

**MOTION:**

**"Be it resolved to approve first reading of the shared services agreement with Miltonvale Park."**

**(M) Tom Coady**

**(S) Joe Dolphin, Motion carried**

**6. FINANCE REPORT:**

1. Report attached
2. Financial Statements circulated
3. Payables North River Fire Department

**OTHER BUSINESS:**

1. **OFFICIAL PLAN:** Draft copy circulated for Council review. It was noted that the Province has committed to having a further clarification of the Planning Act and have advised this change will impact Municipalities Official Plans. Councilor Boire noted that the reference in the Municipality's Official Plan and Bylaws indicates that the Municipality would if required establish a Water and sewer Utility and noted that is currently not the intent of Council and if a development required a utility established it should be Private, similar to that in Kingswood development. Council discussed the draft and Councilor Dolphin asked if a Developer in another area without an Official Plan would that developer have the same rights to develop as a Kingston Property owner. Councilor Boire said he would like to have the section on Municipal owned Utility removed from the Plan.
2. **WESTWOOD HILLS:** The Mayor circulated correspondence received from the Province confirming it considers Westwood Hills Phase Two as being "approved in principal" prior to the adoption of the Community Official Plan and therefore, it's intent to approve Westwood Hills Phase 2 based on this information. A copy of this correspondence is appended to these minutes for reference.

**MOTION:**

*"Be it resolved, that Council recognized the correspondence received from the Province clarifying it's position. Council requested the Mayor ask for a copy of the report indicated in the letter for filing purposes."*

**(M) Keith Boire**

(S) Joe Dolphin, Motion carried.

**3. EMP Update:**

Councilor Coady indicated that the EMP was circulated digitally and Council adopted it digitally. Councilor Coady indicated that Councilors need to take an online course on the EMO website and noted that a copy of the plan can now be posted on the Community Website.

**4: Letter Concerning Safety issues with intersection:**

Letter from Joanne Richardson concerning the traffic accident. She is requesting Council write a letter of support concerning her request that Transportation and Infrastructure take actions suggested to make that intersection safer and Council also add that the intersection alignment is also a safety issue. A copy of this letter is to be forward to Ms. Richardson.

**5. Fiber Op Project:**

Councilor Thompson indicated that wood-chippers are now on site in preparation for the installation of Poles.

**6. Christmas Social:**

Councilor Coady volunteered to host a Christmas social he will email a date.

Being no further business meeting adjourned at 8:30 pm by Darlene MacDonald and Keith Boire.

Submitted,

Dianne Dowling, Administrator

Attachment Below



Agriculture  
and Land

Agriculture  
et Terres



Office of the Deputy Minister  
PO Box 2000, Charlottetown  
Prince Edward Island  
Canada C1A 7N8

Bureau du sous-ministre  
C.P. 2000, Charlottetown,  
Île du Prince-Édouard  
Canada C1A 7N8

November 5, 2021

Alan Miller  
Rural Municipality of Kingston  
PO Box 648  
Cornwall, PE, C0A 1H0

Dear Mr. Miller:

**Subject:** Westwood Hills Ltd., Emyvale  
**Property ID:** 991976  
**Property Location:** Route 235, Emyvale, Queens County  
**Our File References:** 55128

The Department of Agriculture and Land has reviewed all the information submitted to date, which includes a thorough review of our files associated with this proposal. The Province is prepared to maintain jurisdiction over the subdivision approval for the remaining phase of this subdivision. The conditions listed on the preliminary approval are standard conditions for developments of this nature. The main condition in this case is the construction and conveyance of the proposed road to become a public road. As stated previously, the Province has no authority to issue development permits for this area or for Phase 2 of this development. This authority will remain with the Rural Municipality of Kingston.

In a previous meeting with the Municipality, you indicated your willingness to ensure development permits are issued using your current municipal bylaws, once the subdivision of the proposed lots has been approved by the Department. As well, the Municipality agreed to proceed with the issuance of development permits without the requirement for a central water system, if reassurances could be obtained.

In consultations and discussions with George Somers, Manager of Drinking Water and Wastewater with the Department of Environment, Energy and Climate Action (EECA), there appears to be no indications that this area is unsuitable for servicing with on-site, private water wells. There is also no apparent history of water quality issues with private wells in this area. The proposed lots are large in area which can provide further comfort that private wells can function properly and remain at a proper setback from each other. EECA found several sample results in the area, none of which showed any issues with

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either health-based criteria or even aesthetic objectives as recommended in the Guidelines for Canadian Drinking Water Quality published by Health Canada.

In conclusion, the Province will issue final subdivision approval of the proposed lots in Phase 2 of the Westwood Hills subdivision, when the conditions of the preliminary approval are met. This will allow the Municipality to process development permit applications as the need arises.

If you have any questions, please contact Glenda MacKinnon-Peters, Director of Land, at (902) 368-4874 or [gcmackinnon-peters@gov.pe.ca](mailto:gcmackinnon-peters@gov.pe.ca).

Sincerely,



**Brian Matheson**

Matheson Deputy Minister

cc: Margaret Anne Walsh  
Stewart McKelvey