



Village of Kingston
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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF NOVEMBER 10, 2011

COMMISSION:

Tom Beardsley – Chairman
Doug Beaman
Scott Peckford
John Pierce

Absent – Martha Armstrong

Greg Towne – Clerk/Treasurer
Janice Hatfield – Administrative Assistant

1. OPENING

Chairman Beardsley called the meeting to order at 7pm.

2. REVIEW OF MINUTES

Chairman Beardsley asked for a review of the October 6, 2011 Regular Session meeting minutes.

Clerk stated a letter had been sent to Mrs. Pepper regarding payment for the interpretive panels.

A letter had also been sent to the County with regard to expanding the village boundaries.

ON MOTION OF COMMISSIONER PECKFORD AND COMMISSIONER PIERCE THAT THE COMMISSION APPROVE THE MINUTES OF OCTOBER 6, 2011 AS PRESENTED. MOTION CARRIED.

3. BUSINESS ARISING FROM THE MINUTES

Commissioner Pierce asked about the status of the vacant dangerous and unsightly property in the Village. Clerk stated he had received word from the County that they had sent letters to the owner. Staff will follow up with County By-law Enforcement Officer on status of complaint.

Commissioner Peckford thought the Commission should discuss Evan Bank's skateboard park proposal and firm up with the skateboard association to see if they were asking for funding as well as a possible location in the Village. Clerk stated he will ask Evan Banks where he is in the process and inform him that if there are any funding requests it would have to go through next year's budget.

4. COMMITTEE REPORTS

Committee reports for Wastewater, Public Works, Recreation and Tourism were received as presented.

Clerk stated there were no odour complaints from library staff since the new air exchanger was installed.

The seasonal employee was finished for the season as of November 10th.

Clerk stated the Pumpkin Launch for Cystic Fibrosis on November 6th was quite successful for a first time event and that the CF representatives from Halifax were there to assess the event for future fundraising efforts.

Clerk also mentioned the Santa Comes to Kingston event was being held on Friday December 2nd from 5pm – 7pm and that all Commissioners were invited to participate.

Commissioner Beaman stated the Village should begin the process of moving the old rail bed trail from the front to the back of the Visitor Centre. Clerk will check with snow groomer to verify how much width is required for their machine. Staff will also check to see if permits are required from the Department of Transportation and from the Trail Association.

ON MOTION OF COMMISSIONER BEAMAN AND COMMISSIONER PECKFORD THAT THE VILLAGE START THE PROCESS OF MOVING THE OLD RAIL BED TRAIL FROM THE FRONT TO THE BACK OF THE VISITOR CENTRE. MOTION CARRIED.

5. POLICY & FINANCE COMMITTEE – AUDIT REQUEST FOR PROPOSAL AWARD

ON MOTION OF COMMISSIONER BEAMAN AND COMMISSIONER PECKFORD THAT THE AWARD OF RFP # 11.02 AUDIT SERVICES BE AWARDED TO MORSE BREWSTER LAKE CHARTERED ACCOUNTANTS FOR THE TOTAL PRICE OF \$4,500.00 + HST FOR THE AUDIT OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2012. MOTION CARRIED.

6. FINANCE REPORT

Clerk reported there were no changes from the previous month's report.

7. ASSOCIATION OF NOVA SCOTIA VILLAGES ANNUAL GENERAL MEETING – BADDECK

Clerk stated he attended the ANSV AGM on September 16th and 17th and that the sessions were beneficial and he encouraged the Commissioners to attend in the future. Some of the sessions included the responsibilities of villages, the role of commissioners and staff, and proper meeting formats.

8. SEWER – EAST MAIN STREET

Commissioners Peckford and Pierce excused themselves from the meeting for this item to prevent a conflict of interest.

Commissioner Beaman stated all residents of the village should have access to the sewer system and that he would like to see it as a capital item for next year's budget. He then asked if the offer presented by the developers for sewer service in east Kingston was still valid. Clerk will contact developers for confirmation.

ON MOTION OF COMMISSIONER BEAMAN AND CHAIRMAN BEARDSLEY THAT ALL UNSERVICED SEWER AREAS IN THE VILLAGE BE INCLUDED FOR CAPITAL BUDGET DELIBERATIONS IN THE 2012/13 BUDGET. MOTION CARRIED.

9. CORRESPONDENCE

9a. DEPARTMENT OF TRANSPORTATION AND INFRASTRUCTURE RENEWAL

The Village received a response from the Deputy Minister with DTIR dated October 21, 2011 regarding the condition of the roads in the Village of Kingston and the beautification of Exit E on Highway 101. The letter stated they did not know when the Department would be in a position to repave the streets in Kingston but that annual maintenance would continue. As far as possible beautification options, the local department staff would make recommendations. Clerk stated the 7 villages in Kings County could present their list of priorities as a group to DTIR.

The Village also received a response from the Minister of Transportation dated October 28, 2011 stating the Village's request to have the speed limit lowered to 50km in east Kingston was not warranted. Commission stated they would like to invite local MLA Leo Glavine to a meeting to discuss the issue.

9b. KINGS COUNTY 2050 INITIATIVE UPDATE

The Village received a letter from the Municipality of the County of Kings dated October 27, 2011 stating that in order to ensure that everyone has direct contact with the Kings 2050 team they are providing the Village of Kingston with a primary contact person to give periodic updates and answer any questions. After a discussion the Commission decided to invite the representative to a meeting to get a timeline on public meetings over the next few years.

9c. RESIDENT REQUEST FOR TREE REMOVAL

The village received a letter from a resident dated November 2, 2011 requesting the village remove some pine trees on an adjacent property that he felt were posing a threat to his home. Clerk stated the property in question belonged to the County but was maintained by the village. After a discussion the Commission decided not to cover the cost of having the trees removed. Clerk will respond by letter to resident.

10. MISCELLANEOUS

10a. HIRING POLICY

Commissioner Pierce reiterated that he would like the Commission to be involved in at least part of the hiring process rather than staff having all of the responsibility. Clerk stated it should go through the Policy and Finance Committee and that he will gather information to begin a hiring policy document.

10b. REQUEST TO CHANGE DISTRICT BOUNDARIES

Commissioner Pierce stated he was approached by a village resident to have the district boundaries changed so that this end of the county could have better representation at the County. Clerk stated the County did a boundary review 3 years ago but the Village could put in a request for the next boundary review.

10c. POPCORN MACHINE

Chairman Beardsley stated the Village events could benefit from a commercial popcorn machine.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER BEAMAN THAT VILLAGE STAFF SOURCE OUT, PRICE AND PROCEED WITH THE PURCHASE OF A COMMERCIAL POPCORN MACHINE NOT TO EXCEED \$1,500.00. MOTION CARRIED.

10d. STREETLIGHT AT HWY 101 EXIT RAMP 17 E

Clerk informed the Commission that a resident has notified the village on numerous occasions that the streetlight is out at the 17 East Exit Ramp. The Village has passed on each of these complaints to DTIR by email and/or telephone. The resident has also notified DTIR directly. The Village has received no other complaints and feels it is now in the hands of DTIR.

11. ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 9:00pm.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER PECKFORD THAT THE MEETING BE ADJOURNED. MOTION CARRIED.

COMMISSION CHAIRMAN

CLERK/TREASURER