

**KINGSTON VILLAGE COMMISSION
REGULAR SESSION
January 9, 2008**

COMMISSION:

Murray Kinsman – Chairman – late
Scott Peckford
Muriel Craig
David Lowe
Steve Nickerson
Clerk/Treasurer – Kelly Rice

Comm. Craig called the meeting to order at 7:02PM and stated that Chairman Kinsman would be late joining the meeting.

MINUTES:

Comm. Craig moved the minutes of December 12, 2007 be adopted as presented. Seconded by Comm. Nickerson. Motion Carried.

OLD BUSINESS:

BROOKSIDE DRIVE PROJECT UPDATE

Clerk stated that the Brookside Drive project has halted due to the cold temperatures and the frost in the ground. Work will resume as soon as the milder weather returns.

MEETING KINGS COUNTY COUNCIL REGARDING WATER PROJECT

Clerk stated that after repeated attempts to confirm a date for this meeting, County Council still has not confirmed a date. After a brief discussion, the Commission requested the Clerk to contact Councilor's Atwater and Brothers to try to confirm a meeting date.

DRAFT AGREEMENT KINGS COUNTY TRAILS SOCIETY

The Commission reviewed the first draft of the Kings County Trails Society's trail development agreement.

After a discussion the Commission requested the Clerk to ask the Kings County Trail Society for:

1. A copy of "Department of Natural Resources Standards for Trail Development".

2. More detail regarding maintenance and what they are proposing as the maintenance schedule.

This will be compared to what the Commission has identified as required elements to the agreement. Once all information is gathered this item will be put on the agenda for the next Commission meeting.

CROSSWALKS-UPDATE

Clerk stated that the letter was sent to the Department of Transportation requesting the changes to the crosswalks in the Village. The Department of Transportation will make the changes as soon as possible weather permitting.

STEER COSTUME

Comm. Craig stated she is still working on this project.

OLD TRUCK & SNOW REMOVAL EQUIPMENT

The Commission stated that they needed to decide if the old truck would be sold with the snow blade on it. After a discussion the Commission decided to remove the snow removal equipment off the truck. The Commission asked the Clerk to tender the truck “as is where is” once the snow removal equipment is removed from the truck.

KINGS COUNTY RECREATION STUDY

The Clerk read an email from the Kings Partnership Steering Committee regarding the Recreation Study that is being conducted. She stated that the Committee now would like final input from the Villages. After a discussion, the Recreation Coordinator and the Clerk/Treasurer will submit their comments to Comm. Nickerson.

Also, Comm. Nickerson discussed his efforts with regards to securing funds for the Recreation Coordinator’s salary for the upcoming year and his efforts to contact other Villages in Kings County. Also contact is being made with other schools in the area to propose after school programs.

ADDITIONS:

1. Comm. Lowe asked if there had been any further information from our MP or MLA regarding available funding for sidewalk construction. No further information has come in.
2. Chairman Kinsman stated that the Bridge St. Study Public Meeting is to be held on February 7 at 7PM at the Firehall.

COMMITTEE REPORTS:

WASTEWATER – Comm. Lowe presented the monthly sewer report (on file).

PUBLIC WORKS – Comm. Peckford presented the monthly Public Works report (on file).

RECREATION – Comm. Nickerson presented the monthly Recreation report (on file).

Also on December 21st a letter was sent to the Lions Club regarding holding a youth talent showcase in Kingston hopefully as a February event. Plans for this are ongoing.

TOURISM – Comm. Craig reported on the following:

- The Home Decorating contest went well and the prizes have been awarded.
- Thanks to the Clerk/Treasurer and staff for arranging the Christmas Dinner; it was very nice.
- Comm. Craig would like to have the Apple Blossom Festival float done by another group this year. She suggested advertising for volunteers in the next newsletter. Comm. Craig will look after the Princess and the Teas.
- Comm. Craig would like the Village to join Communities in Bloom this spring and will bring more information to next month's meeting.

CLERK/TREASURER – Clerk Treasurer reported on the following:

- Clerk thanked the Commission on behalf of the staff for the Christmas bonuses and the Christmas dinner. Comm. Nickerson suggested a letter of thanks be sent to the Aurora Inn, the Commission agreed.
- Comm. Craig stated that the Commission felt that the report that the Clerk/Treasurer had submitted regarding the Association of Municipal Administrator's Conference was just an itinerary of the Conference. Clerk stated that she had given a complete breakdown of all workshops she attended each day of the Conference with a brief overview and the copies of the full presentations were on file in the office. She also stated that she was not sure what other information the Commission required. Comm. Craig stated that they required more information on each session. Clerk will provide more information by next meeting.

FINANCIAL REPORT:

Comm. Peckford moved the financial statement for the Village of Kingston be accepted as presented. Seconded by Comm. Lowe. Motion Carried.

Chairman Kinsman moved the financial statement for Kingston Recreation be accepted as presented. Seconded by Comm. Peckford. Motion Carried.

NEW BUSINESS:

SEWER BACKUP

Clerk stated that there had been sewer problems at 1509 Marshall Rd. on Jan. 4, 2008 and read the report from the sewer operator on call at that time. After a discussion the Commission decided that based on the operator's report the problem was in the property owner's pipes and therefore the Village is not responsible for any costs associated with the backup. Clerk will notify the property owner.

CIBC – RESOLUTIONS

Comm. Peckford made a motion to establish/renew the \$100,000.00 overdraft protection on account #9300716 at the CIBC bank. Seconded by Chairman Kinsman. Motion Carried.

Chairman Kinsman made a motion to establish/borrow a \$300,000.00 short term loan from the CIBC for the 2007/2008 sewer projects. Seconded by Comm. Peckford. Motion Carried.

BUILDING CANADA FUND – 1ST ROUND APPLICATIONS

Clerk stated that the 1st round of applications for this fund are being accepted until January 30, 2008. She asked if the Commissioners' wished to apply and which projects would they like to include. The Commission stated that the Pine Ridge Ave. sewer line project should be applied for. Also Comm. Lowe stated that the Sewer Treatment Plant operator had stated that the Lab at the Sewer Treatment Plant needs to be expanded. After discussions, Clerk will update costing on the Pine Ridge Ave. project and Chairman Kinsman will speak with the Sewer Treatment Plant operator regarding the Lab requirements.

ADDITIONS:

Comm. Craig asked the Clerk/Treasurer what the requirement was with regards to notifying the Insurance Company about pending lawsuits. Clerk stated that the Insurance Company requires notification even if the suit does not materialize. After a brief discussion, Clerk was asked to contact the Village lawyer with this information.

MISCELLANEOUS:

Clerk read Thank You Cards/Letters from:

- VON
- Kingston New Years Eve Committee
- Aurora Inn

As there was no further business to discuss, **Comm. Peckford moved to adjourn the meeting. Seconded by Comm. Nickerson.**

The meeting adjourned at 9:40PM.

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COMMISSION CHAIRMAN

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CLERK/TREASURER