

**KINGSTON VILLAGE COMMISSION
REGULAR SESSION
September 12, 2007**

COMMISSION:

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

Chairman Kinsman called the meeting to order at 7PM.

MINUTES:

Chairman Kinsman moved the minutes of August 14, 2007 be adopted as presented. Seconded by Comm. Peckford. Motion Carried.

Chairman Kinsman moved the minutes of August 22, 2007 be adopted as presented. Seconded by Comm. Peckford. Motion Carried.

OLD BUSINESS:

SEWER TREATMENT PLANT EFFLUENT PIPE EXTENSION PROJECT UPDATE

Clerk presented the proposal for Construction Services from Dillon Construction for the Sewer Treatment Plant Effluent Pipe Extension Project.

Comm. Lowe made a motion to accept the construction services proposal from Dillon Construction. Seconded by Comm. Craig. Motion Carried.

BRIDGE ST. CORRIDOR STUDY

Clerk read a letter from the Nova Scotia Department of Transportation updating the Commission on the progress of this study.

TOWN HALL MEETING – ISSUES

Clerk asked the Commission to inform her of any issues they may want on the agenda for the Town Hall Meeting on October 16, 2007.

VILLAGE'S DISCUSSION PAPER

Clerk stated that the Association of Nova Scotia Villages had sent in the Village's discussion paper for their input. After a discussion, the Commission decided to schedule a meeting to discuss the paper after the Association of Nova Scotia Village's Annual General Meeting.

PLAQUE FOR LEGION

Clerk asked the Commission how they wished to present this plaque to the Legion. The Commission decided to invite the President, 1st Vice, and 2nd Vice to October's Commission meeting, and present it then. The Clerk will make the arrangements.

ADDITIONS:

1. Comm. Craig asked if there was any progress with regard to replacing the flooring in the front office. Comm. Peckford and Clerk are working on this issue. They will have the information for the next meeting.
2. Comm. Lowe asked if the letter was sent to the Citizens on Patrol Group and the Clerk replied yes, but had not received a response to date.
3. Chairman Kinsman had a request from Bob Lyle of the Western Kings Arena Association for a letter of support from the Commission to use when he goes to Kings County Council next week for financial support. Clerk will call Bob Lyle to get more details. The Commission agreed and the Clerk will prepare a letter.

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, Comm. Nickerson stated he and the Recreation Coordinator did a tour of the recreation facilities in the Village in August.

TOURISM – Comm. Craig reported on the following:

- The Visitor Information Centre is doing well
- The number of visitors so far in September is 371.

- Comm. Craig would like to keep the Visitor Information Centre open until October 12th. Comm. Peckford and Chairman Kinsman stated that they thought the Commission had already made a decision to close the VIC at the end of September.
- Comm. Craig stated she would like a new computer for the Visitor Information Centre out of the funds left over in the budget. Chairman Kinsman stated he felt it was more important to purchase a new computer than it was keeping the Visitor Information Centre open an additional two weeks. **Comm. Craig made a motion to purchase a new computer for the Visitor Information Centre to a maximum of \$1200.00. Seconded by Comm. Nickerson. Motion Carried.** The Commission decided the Visitor Information Centre will close on September 30th as previously arranged.
- The 50th Anniversary Committee is arranging a House Tour for Saturday, October 13th from 1pm – 4:30pm. There are 6 houses involved and proceeds will go to the Pine Ridge Middle School Band for preparing refreshments afterwards.
- Comm. Craig is planning the Fall Fundraising Dinner for October 20th at the Kingston Fire Hall with proceeds going toward lighting in the downtown area.
- Comm. Craig attended the opening of the new Call Centre in Greenwood.
- Comm. Craig also attended a strategy meeting for the Central Annapolis Valley Chamber of Commerce.

WATER

Clerk stated the first meeting for Phase Two is scheduled for September 13th at 6:30pm at the Village Office. Chairman Kinsman asked for a Commissioner to take his place of this Committee. Comm. Lowe volunteered to sit in his place.

CLERK/TREASURER

1. On August 15th Clerk attended a Public Tender Opening for the Sewer Treatment Plant Outfall Pipe Extension.
2. On August 15th Clerk attended a Steer BBQ Meeting at the Legion.
3. On August 17th Clerk attended a Sidewalk Construction Meeting.
4. On August 22nd Clerk attended a Commission Meeting.
5. On August 24th Clerk participated in a conference call with the Municipal/Provincial Joint Advisory Group.

6. On August 29th Clerk attended a Construction Meeting with Dillon Consulting Ltd. and Mid Valley Construction.

FINANCIAL REPORT:

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

Comm. Craig moved the financial statement for Kingston Recreation be accepted as presented. Seconded by Comm. Lowe. Motion Carried.

NEW BUSINESS:

DESTINATION SOUTHWEST NOVA SCOTIA VISITOR GUIDE ADVERTISING

Clerk presented costs for advertising in the 2008 Destination Southwest Nova Scotia Visitors Guide. After a discussion **Comm. Craig made a motion to advertise in the 2008 Destination Southwest Nova Scotia Guide. Seconded by Comm. Nickerson. Motion Carried.**

ASSOCIATION OF MUNICIPAL ADMINISTRATOR'S CONFERENCE

Clerk requested to attend the AMA Conference in Halifax from October 16th – 19th. **Comm. Peckford made a motion to have the Clerk attend the Conference. Seconded by Comm. Lowe. Motion Carried.**

RECREATION NOVA SCOTIA CONFERENCE

Clerk stated that the Recreation Coordinator would like to attend the Recreation Nova Scotia Conference. After a discussion Comm. Nickerson will meet with the Recreation Coordinator and a decision will be made regarding attendance after their discussion.

ASSOCIATION OF NOVA SCOTIA VILLAGES ANNUAL GENERAL MEETING

Clerk asked for the names of the Commissioners attending the Association of Nova Scotia Villages Annual General Meeting and also who would be the Village's voting delegate. Comm. Craig and Comm. Nickerson will attend this function and Comm. Craig will be the designated voting delegate.

SEWER BYLAW ADOPTION

Comm. Lowe made a motion to adopt the amended Sewer Bylaw as presented. Seconded by Comm. Nickerson. Motion Carried.

SNOW REMOVAL

Chairman Kinsman stated the Commission needed to decide whether to proceed for a 3rd year on the snow removal contract or to re-tender or look at doing it in-house. After a discussion, Clerk will contact the contractor for a price quote by October 26th, 2007.

CHRISTMAS SCHEDULE

Clerk asked the Commission what their wishes were with regard to the hours of operation over the Christmas season. After a discussion it was decided to close on Christmas Day, Boxing Day and New Years Day, however there will be a staff member on call for the sewer on these days.

ADDITIONS:

1. Comm. Craig stated the Commission should purchase a Steer Costume for use at the Village Events. After a discussion Comm. Craig will check into it and bring back the information for the next meeting. Also Clerk will get proofs for the Kingston souvenir license plates.
2. Comm. Nickerson reported on after school program funding available through the Province and School Board to pay for a supervisor for after school activities. The Municipal Unit must also be willing to contribute to this program by matching funds with the Province and School Board. The Village's contribution would be \$500.00 per school (Pine Ridge Middle School and Kingston Elementary). After a discussion, **Comm. Nickerson made a motion to contribute \$1000.00 to this program. Seconded by Comm. Lowe. Motion Carried.**
3. Comm. Craig stated that a Commission representative for the Arena Board of Directors was needed. After a discussion, Comm. Peckford and Comm. Nickerson will work together to attend these meetings and Clerk will get the time, dates and minutes sent to the office.
4. Comm. Craig stated that the Commission had a complaint from a resident with regard to the taxes being charged in the Village. After a brief discussion, Chairman Kinsman will discuss this issue with the resident and report back to the Commission.

IN CAMERA SESSION:

BROOKSIDE DRIVE SEWER LINE EXTENSION PROJECT

Clerk read a letter from Lawyer Ron Richter which was a synopsis of the meeting he had with the Commission concerning this issue. Clerk stated that there was a meeting on October 17th at 3pm with the contractor, the lawyer and the Commission to discuss the next steps of the project.

GRIFFIN SEWER CONNECTION

Clerk stated that it was discovered that a property on east Main Street had never been connected to the Village sewer system but that the central system was available to this residence. After a discussion **Comm. Lowe made a motion that a letter be sent to Mrs. Griffin informing her that, as per the Village Bylaw, she must connect to the Village's sewer system by October 1, 2009. Seconded by Comm. Craig. Motion Carried.**

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

The meeting adjourned at 10:05PM.

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COMMISSION CHAIRMAN

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CLERK/TREASURER