



Village of Kingston
671 Main Street PO Box 254
Kingston NS B0P 1R0

ph 902 765-2800
fx 902 765-0807

May 12, 2016

Chairperson M. Armstrong
Commissioner J. Pierce
Commissioner B. Carter
Commissioner D. Holmesdale
Commissioner P. Parsons

Dear Commissioner Members:

Attached for your review is the Agenda for the regular Village meeting scheduled to take place at 7:00pm on Thursday, May 12, 2016 at the Kingston Village Office.



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REGULAR COMMISSION MEETING May 12, 2016

AGENDA

1. Review of Minutes of Meeting held April 14, 2016
2. Business Arising from the Minutes
3. Consent to Agenda Items
4. Committee Reports
 - i. Wastewater
 - ii. Public Works
 - iii. Recreation
5. Finance Report
6. Discussions
7. Correspondence
8. Adjournment



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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF APRIL 14, 2016

COMMISSION:

Martha Armstrong – Chair
Don Holmesdale – Vice Chair
John Pierce
Bruce Carter
Paul Parsons

Mike McCleave – Clerk/Treasurer
Janice Hatfield – Administrative Assistant

GUESTS:

Diana Brothers – Warden, Municipality of the County of Kings

OPENING

Chair Armstrong called the meeting to order at 7:02pm.

REVIEW OF MINUTES

Chair Armstrong asked for a review of the March 10th, 2016 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER HOLMESDALE AND COMMISSIONER PIERCE THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF MARCH 10TH, 2016 AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Armstrong asked if there was any business arising from the minutes of March 10th, 2016.

Commissioner Carter advised there were grants available for edible community plants up to \$4,000. Clerk will pass this information on to Recreation staff.

Commissioner Pierce stated he would like, at a later date, to review and discuss the document from the county showing funding to the villages and towns.

Commissioner Parsons asked if the village was liable if a pedestrian is hit at one of our crosswalks. Clerk stated in Nova Scotia it is the responsibility of the driver to stop for pedestrians in both the marked and unmarked crosswalks and it is not the responsibility of the Village should an incident occur.

Chair Armstrong suggested advising the public at the upcoming Annual General Meeting that the pedestrians have a responsibility to cross when it is safe to do so, even with the use of crosswalk buttons and lights.

Commissioner Holmesdale asked if the speed sign had been moved. Clerk stated the speed sign panel had stopped working, the company was contacted and a new one was sent which arrived today and is under warranty. He reported the data collected on the old panel was lost. He stated the next location for the speed sign will be Pine Ridge Ave.

COMMITTEE REPORTS – See Reports

PUBLIC WORKS

After a discussion Commission decided the Village would send letters to those businesses and organizations that are not compliant with the County's sign bylaw. It was suggested that the sign, indicating the Steer BBQ is held the second Saturday in July, be removed and the specific date be installed yearly on the steer platform. Chair Armstrong also suggested adding landscaping to the events sign across from Rona Building Supplies.

RECREATION

Commissioner Pierce reported the committee was informed at the last Steer BBQ meeting that the Village Commission has decided to cancel Steer BBQ fireworks and reallocate those funds to the New Years Eve event.

Commission stated they would like to hold the Centennial Park bandstand dedication ceremony in June if possible during a performance by Sonlight. Clerk will advise Recreation staff.

Wastewater, Public Works, Recreation and Apple Blossom reports were received as presented.

MONTHLY FINANCE REPORT

OPERATIONS

Clerk reported on notable variances including an unfavourable variance for interest earned for funds on deposit since he did not know at the beginning of the fiscal year what the interest rate would be. Commissioner Pierce suggested investigating going out to market to get a better rate of return on investment or combine with the Association of Nova Scotia Villages to get a more favourable rate. Commission suggested Clerk scope out other no risk options and report back to the commission at the next meeting.

RAVENWOOD PARK – EASTLINK CELL TOWER

Clerk reported there was a motion put forth by the Committee of the Whole to recommend to County Council not to lease municipal property to Eastlink for a cell tower in Ravenwood Park, Kingston. This motion has been deferred to obtain a legal opinion and Eastlink has since withdrawn their application.

CAPITAL PROJECTS

Clerk reported the projects receiving Build Canada Funding should be completed by mid to late June 2016 and the Village connection to VCFN, public Wi-Fi and security cameras by end May or early June.

Monthly Finance report was received as presented.

COUNTY UPDATE

Chair Armstrong invited Warden Brothers to provide an update from the Municipality of the County of Kings.

Warden Brothers reported on the following:

- County tax rate has been set with no increases in residential, commercial or sewer tax rates.
- The Waterville airport transfer to 14 Wing Greenwood is completed and the funds from the sale of the land to Michelin will go toward building new hangars at 14 Wing.

EMPLOYEE RECOGNITION POLICY

Commissioner Holmesdale stated the changes have been made to the draft policy based on recommendations from the Commission at the March 10th meeting.

ON MOTION OF COMMISSIONER HOLMESDALE AND COMMISSIONER PIERCE THAT THE COMMISSION ACCEPT THE VILLAGE OF KINGSTON EMPLOYEE RECOGNITION POLICY AS PRESENTED. MOTION CARRIED.

DISCUSSIONS:

COMMISSION MEETING SCHEDULE

Clerk stated there were a few scheduling conflicts and asked the Commission if they would reconsider the monthly meeting night. After a discussion it was decided to hold the regular session meetings on the first Wednesday of the month starting after the Annual General Meeting (AGM) on Wednesday, May 25th. The change will be announced at the AGM.

MUNICIPAL GOVERNMENT ACT (MGA) REVIEW

Clerk stated, as a member of the Public Safety Working Group for the MGA, he attended a meeting to finalize proposed changes to PART X of the MGA and reported those changes will be submitted to the Review Committee this week for first review and comments.

EARTH DAY GARBAGE CLEANUP REQUEST

Clerk stated a resident has requested that a garbage cleanup take place along the abandoned rail bed on Earth Day, April 22nd. After a discussion the Commission decided it was too late to hold this event on Earth Day but suggested the following week would allow more time to organize. Clerk will contact the ATV Club and other organizations for involvement.

CORRESPONDENCE:

APPLE BLOSSOM FESTIVAL INVITATION

Chair Armstrong stated she will attend the Valley Tea on May 25th but is unable to attend the Coronation Ceremony on May 27th or the parade on May 28th and asked the Commission if they were able to attend to let staff know.

COUNTY OF KINGS - PUBLIC MEETING FOR TELECOMMUNICATION TOWER

Chair stated there is a public input meeting at 7pm on Wednesday, May 11th at the Kingston Fire Hall regarding a proposed Eastlink cell tower to be located off of Hwy #1 behind Rona Cash & Carry. The public will have 30 days to submit written questions or concerns to the County.

MISCELLANEOUS:

VILLAGE/COUNTY MEETING

Clerk stated he would be attending the Village/County meeting on Wednesday April 20th and asked which Commissioners would be attending. Chair Armstrong stated she was unable to attend. Commissioners Pierce and Holmesdale will attend.

LEGION/LIONS DIRECTIONAL SIGNAGE

Clerk stated he received a silhouette drawing of the sign the Legion and Lions would like to have installed at the intersection of Park Road and Main Street and the intersection of Victoria Street and Bridge Street. Commission agreed with the style but stated they would like to see the final design of the sign.

KINGSTON/GREENWOOD MENTAL HEALTH ASSOCIATION WORKSHOP

Chair Armstrong stated the Kingston/Greenwood Mental Health Association was holding an event on May 6th from 10am to 3:30pm aimed at providing mental health training

courses and stigma reduction initiatives. The registration deadline is April 29th for those Commissioners interested in attending.

IN-CAMERA MEETING

Commission moved in camera at 8:40pm to discuss legal issue involving easement expropriation negotiation and returned to open session at 9:02pm.

ON MOTION THAT THE VILLAGE COMMISSION REJECT PECKFORD HOLDINGS' LETTER RECEIVED ON APRIL 8TH AND TO PROVIDE A RESPONSE BY APRIL 22ND VIA VILLAGE'S LAWYER. MOTION CARRIED.

ADJOURNMENT

ON MOTION OF COMMISSIONER HOLMESDALE THAT THE MEETING BE ADJOURNED AT 9:05PM. MOTION CARRIED.

COMMISSION CHAIRPERSON

CLERK/TREASURER



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **May 12, 2016**
Re: **Environmental Services Report**

April 21st wastewater staff arrived at plant to notice one of the aerators was off due to a broken shaft and the housing that the shaft spins inside. Housing was reinforced 5 years ago to prolong the life longer than 2.5 years which is about how long housing was lasting from new. Cost to repair unit is close to half the value of new aerators and because all three units were reinforced at the same time staff feel that each unit will do the same thing over the next year. Village commission was informed and staff received pricing to replace all three aerators with new style lower RPM aerators. Commission approved budgeting for the purchase of 3 new aerators and order was placed on May 3rd. Delivery time is 6-8 weeks.

April 20th Western Regional Housing Authority contacted the village office about the possibility of connecting the house on the corner of Acorn Lane and Greenwood Rd to the Village of Kingston sewer collection system on Acorn Lane. Fortunately the last manhole on Acorn Lane was adjacent to the backyard of the house needing the connection, which made it easy to connect to the sewer system. Manhole was located on the same shoulder of the road next to the property and road did not have to be cut for service. Sewer lateral was installed through the wall of the manhole and pipe was extended to property line. Local plumber was hired to install the rest of the way to the house by home owners. House septic system was not functional and connecting to the sewer system was the only alternative, other than replacing septic field.

May 2nd Corning Electric arrived on site for initial job meeting regarding the STP generator and a discussion about how the job will proceed. Transferring power from existing to new is the most challenging part of the job because power needs to be off for about 4 hours. Contractor was advised by staff that an early start would be beneficial because of low flows early in the morning. With normal daily flow plant can contain what's coming in for 6-8 hours. Generator is at the supplier in Dartmouth at the present time and excavation and concrete work will commence the latter part of this week.

We received preliminary results back from CALA which indicated that all results submitted for the proficiency testing program were acceptable. Treatment plant staff is still dealing with the HPTA (Human Pathogens and Toxins Act) licence needed to carry out Micro Biology testing. There may have to be a risk assessment because we fall under the criteria of a Risk Group 2 and a Containment Level 2. Risk is what we're testing for (E. coli) and containment level is for our actual lab building. In short, lab building is the original control room for the treatment plant when it was built in 1972. It has since been converted to a lab but probably falls short for licensing as far as size, ventilation, and change area etc. Even though we are capable of carrying out test and we are proficiency tested twice a year, becoming an accredited lab is not realistic. Micro biology testing may still have to be sent out.



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **May 12, 2016**
Re: **Public Works Report**

Quote was received from Mid Valley Construction to enclose overhang eaves at the Day Camp/Steer BBQ building. Birds have been getting in under eaves for a few years now and have been making a nest inside the walls. Quote was accepted and metal was used to clad overhang in. Birds are still persistent and are making their nest inside the eaves trough but at least it isn't inside the walls.

Spring clean-up is ongoing with raking, top dressing, painting, and sweeping of parking lots. Lime and fertilizer was spread on ball fields, parks, playgrounds, and the green area through the downtown core.

Speed Radar sign was moved from Main St East to Pine Ridge Ave just west of Magee Dr. This location is where old pavement meets new pavement and drivers tend to speed up.

Fountains and island duck house were installed back in pond at Stronach Park. Atlantic Arborist was also informed to begin the tree and stump removal at the park as per quote received last month.

Upcoming work includes preparation of flower beds, planting of flowers, preparation of the tractor tender to replace the small size Kubota and preparation of tender to replace Bridge St sidewalk and curb from Pawn Shop on Bridge St. to Windsor St.

The water was turned on for the canteen at the Ravenwood ball fields. Home plate and batter's box was scraped down and clay added for better compaction. Poles for the netting to stop foul balls from interfering with games in progress on either diamond have been delivered and will be erected in the near future.



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REPORT TO VILLAGE COMMISSION

From: **Glen Abriel, Recreation Coordinator**
Date: **May 12, 2016**
Re: **Recreation Report**

HERS - COMMUNITY GARDENS 2016

- Members of the Commission as well as the public are invited to attend the Edible Community Gardens Event. The Kingston/Greenwood Community Health Board in partnership with CMHA Kings Branch and the Village of Kingston will provide a **Lunch and Learn** on **May 26th** from 11:30am-1:30pm at the Credit Union Centre (1490 Westwood Avenue). We will be learning about Straw Bale Edible Community Gardens and having an opportunity to start a Straw Bale Garden for the Village of Kingston. Lunch will be provided. **Spaces are limited contact KGCHB to register - 902-825-6160 ext 1762357.**

ACADIA STUDENT PLACEMENT PROGRAM – WEST KINGS HIGH SCHOOL RENOVATION PROJECT

- Leah Vasil will continue her work on the Feasibility Study on Wednesday May 11th.
- Leah also supervised the March Break Day Camp and expressed interest in returning as Summer Day Camp Counsellor.

RECREATION HUT 2016

- An on-going concern throughout the summer months at the Rec Hut has been black birds nesting in the soffits and eaves and therefore causing odors & mess. Soffits have been covered but birds continue to get under eaves. Glen has been putting chicken wire in eaves in an attempt to stop birds from accessing eaves.
- Glen has requested two quotes for flooring at the Rec Hut from Fraser's & Floors Plus.

KINGSTON SCHOOL

- GO OUTSIDE for Grade 3 girls continues Mon / Wed afterschool. There are 26 girls enthusiastically participating and enjoying the program. West Kings has (3) grade 9 & 10 Jr. Leaders assisting with supervision and are learning leadership skills for program future sustainability.

PINE RIDGE MIDDLE SCHOOL

- Glen is assisting with outdoor leadership exploratories.
- Glen has taken over (30) students on preliminary hikes around the wooded areas within the village with a longer hike taking place on Wednesday April 13th to Crystal Falls.
- Pine Ridge Rock Wall Climbing after school club starting Tuesday April 12th at West Kings.

KINGSTON CREDIT UNION CENTER

- Credit Union Centre ice has been removed with non-ice programming including: Female Roller Derby practices, 14 Wing Military Ball Hockey practices, warm room meetings, etc.

KINGSTON LEGION – 2016 CHASE THE ACE – SATURDAYS 1PM – 3PM – DRAW AT 3:30PM

- Kingston Legion branch 98 is hosting a Chase the Ace fundraiser for 2016.
- Fundraiser continues every Saturday at the Kingston Legion until ACE is drawn again.
- As of Saturday April 30th the Ace was drawn with a prize of over \$3000.00.
- Fundraiser continues again with \$350.00 being raised on the May 7th weekend.

STEER BBQ MEETING 2016 – TUES MAY 17th @ 6:30PM – KINGSTON LEGION

- Credit Union Centre has voted to NOT DO DANCE THIS YEAR.
- Fundraising of local businesses has begun.
- No Fireworks this year.
- Contact will be made next week for crafters & home-based business tables.

KINGSTON POTENTIAL SUMMER PROGRAMS 2016

- KangaROO Tennis adult tennis program
- Outdoor Basketball - Wednesday evenings
- Beach Volleyball – Tuesdays/Thursdays
- Outdoor Ball Hockey – Mondays evenings @ Pine Ridge Middle School Parking Lot. (Discussions with Pine Ridge School are in the works)

KINGSTON CENTENNIAL PARK OUTDOOR CONCERTS SUMMER 2016

- Glen has made initial contacts with previous performers including: Sonlight Ministries, Matt Lunn, The Furniss Sisters, Next Generation Bluegrass, Left of Centre. Many have remarked how much they enjoy the venue & positive feedback from their performances.

WEST KINGS HIGH SCHOOL – OPTIONS & OPPORTUNITY (O2) STUDENT PLACEMENT PROGRAM

- Student continues to gain hours for volunteer/experience program every Monday.

KINGSTON / GREENWOOD MINORBALL – RAVENWOOD EQUIPMENT BUILDING

- All keys at Ravenwood equipment room have been changed and new keys distributed.
- Areas surrounding home plates and batter boxes at both upper & lower Ravenwood ballfields have been raised and levelled.
- Water has been turned on by Public Works.

SUMMER DAY CAMP 2016

- Alxys Chamberlain will begin as Day Camp Supervisor on Monday May 16th.

2016 VILLAGE OF KINGSTON FACILITY WATER TESTING

- Glen will begin water testing this week for the 2016 season.



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REPORT TO VILLAGE COMMISSION

From: **Mike McCleave, Clerk/Treasurer**
Date: **May 12, 2016**
Re: **Monthly Finance Report**

RECOMMENDATION

That this report be received for information.

Canada Summer Jobs Student Funding

The Village has received funding for only 2 students; one for the VIC and the other for the day camp. In the past, we have received 2 students for the summer day camp program and one student for the VIC. The loss of funding for the one student was caused by miscommunication between the province and CSJ funding. The province, in past years, applied for the VIC student funding and then allocated the students to each organization. This year, the province put the onus on each organization to apply individually, but they never notified the Canada Summer Jobs program of the change. Therefore, the funding for the third student has been allocated to another organization/business.

Association of Nova Scotia Villages (ANSV) Update

The ANSV met in Bible Hill for our quarterly meeting on May 6, 2016. Don Holmesdale and I attended.

The ANSV Annual General Meeting will take place here in Kingston/Greenwood on September 16th and 17th, 2016. Don Holmesdale, Brian Banks and I will be coordinating the event.

Department of Natural Resources (DNR) Easement Application

I have submitted an application to Department of Natural Resources for an easement along the abandoned rail bed for our force main sewer line that we would like to install from KN#14 lift station to our manhole located at (approximately) 752 Main St.

Speed Radar Sign

The sign has been installed on Pine Ridge Avenue for several weeks.

Tax Sale Policy

Please see the document distributed at meeting. The Municipal Government Act (MGA) states that a Municipal Unit may start the tax sale process after one year in arrears. The MGA also states that the Municipal Unit shall start the tax sale process after the property has been three years in arrears. The word "may" is ambiguous in the MGA as it means "you can, but you don't have to"; but municipal units are supposed to treat all residents and businesses equally, whether the person/business owes \$500 or \$50,000 in property tax arrears.

By approving and implementing this policy, the Village would mirror the County's tax sale policy.

Beaman Banner Dedication

Glen has proposed Wednesday, June 22nd, 2016 as the date for the bandstand concert at Centennial Park featuring the group "Sonlight" for the banner unveiling and dedication.

Budget 2016-17

Operating Budget Motions

THAT THERE WILL BE NO INCREASES TO THE 2016/17 RESIDENTIAL TAX RATE AND IT BE SET AT 30.9 CENTS ON RESIDENTIAL AND RESOURCE PROPERTIES.

THAT THERE WILL BE NO INCREASES TO THE 2016/17 COMMERCIAL TAX RATE AND BE SET AT 41.3 CENTS ON COMMERCIAL PROPERTY.

THAT THERE WILL BE NO INCREASES TO THE 2016/17 SEWER RATES FOR ALL RESIDENTIAL AND COMMERCIAL PROPERTIES.

Capital Budget Motion

THAT THE 2016/17 CAPITAL BUDGET WITH GROSS EXPENDITURES OF \$728,000 BE APPROVED.

Soldiers Memorial Hospital Foundation

TELEPHONE: (902) 825-3411

FAX: (902) 825-0599

April 25, 2016

Village of Kingston
PO Box 254
Kingston, Nova Scotia
B0P 1R0

Dear Sir or Madam:

On behalf of Soldiers Memorial Hospital Foundation may I bring greetings to you and your organization and say thank you for the support your organization has given to our Hospital and our Foundation.

As you know your organization, among others in the area, has agreed to be one of the appointing authorities for the members of our Foundation Society. This method of appointment provides our society with the kind of varied local representation that makes our organization responsible to the local area.

First may I inform you that the date of the next annual meeting will be Monday, June 6th, 2016 at 7:00 p.m. in the Founders Room at Soldiers Memorial Hospital. Secondly, since all present foundation society appointments terminate at the date of the annual meeting, could I request that your organization reappoint your present society member for a further two years, June 2018, or make a new appointment.

Once again thank you for your continued support. If you have any questions or concerns you may reach me at (902) 825-4365, or if you feel that it would serve any purpose for you, I would be willing to appear at one of your meetings.

Best regards,



J. C. Mosher, Chairman
Soldiers Memorial Hospital Foundation

JCM/bf

c.c. Mr. Kelly Hutton

Edible Community Gardens Invitation



The Kingston / Greenwood Community Health Board in partnership with CMHA Kings Branch and the Village of Kingston, invites the public to attend a **Lunch and Learn** on **May 26th** from 11:30–1:30 pm at the Credit Union Centre (1490 Westwood Avenue).

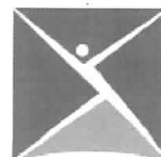


We will be learning about Straw Bale Edible Community Gardens and having an opportunity to start a Straw Bale Garden for the Village of Kingston.

Lunch will be provided.



Spaces are limited contact
KGCHB to register
902-825-6160 ext
1762357.



**Canadian Mental
Health Association**
Kings County