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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF FEBRUARY 9, 2016

COMMISSION:

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

Mike McCleave – Clerk/Treasurer
Janice Hatfield – Administrative Assistant

GUESTS:

Wayne Atwater – Councillor, Municipality of the County of Kings

OPENING

Chair Armstrong called the meeting to order at 7:00pm.

REVIEW OF MINUTES

Chair Armstrong asked for a review of the January 14th, 2016 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER HOLMESDALE THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF JANUARY 14TH, 2016 AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Armstrong asked if there was any business arising from the minutes of January 14th, 2016.

Commissioner Pierce asked about the status of the request to the County of Kings for information regarding funding amounts allotted to other villages and towns for Visitor Information Centres and libraries. Clerk stated he had not yet received the information.

Commissioner Pierce stated he had reviewed the recently released Department of Transportation's 5 year highway improvement plan and stated it did not include Greenwood Road south to Oakhurst Subdivision. He suggested MLA Leo Glavine be contacted for clarification.

Chair Armstrong stated she met with the Lions Club regarding their request to partner on a possible project for the 100th anniversary of the Lions Club International such as an LED sign or bus shelter. She stated she informed them that the Village Commission supported an LED sign and they were going to take that information back to the Lions members.

Chair asked Clerk about the status of the sewer treatment plant generator. Clerk stated things were slowly moving ahead.

Commissioner Pierce stated the Steer BBQ committee is still looking for a village commission representative. Chair stated with two commissioners missing it will have to be decided at the next meeting.

COMMITTEE REPORTS – See Reports

RECREATION

Commissioner Pierce asked where the proposed community gardens would be located in the village. Clerk stated the CIBC owned land located directly behind the CIBC parking lot was being considered. After a discussion Chair Armstrong asked if the commission could have more detail with regard to how they would be maintained etc.

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

MONTHLY FINANCE REPORT

OPERATIONS

Clerk reported even with the few variances they were very close on budget but that there would still be a surplus at year end.

Clerk stated the New Years Eve event, which is sponsored by local businesses, has seen expenditures greater than donations the past few years by approximately \$1,000. Chair Armstrong stated the fireworks are the most costly item for this event. She suggested that in the next village newsletter a survey be included to ask residents to choose between fireworks on the Friday night of the Steer BBQ or at the New Years Eve event. The Village presently donates \$1,100 annually to the New Years Eve event but if fireworks were eliminated from the Steer BBQ budget, a portion of that money could be contributed to the New Years Eve event.

BUDGET SCHEDULE

The following corrections were made regarding the schedule:

March 3rd meeting should read March 8th

March 26th for the AGM should read May 25th

Monthly Finance report was received as presented.

CLERK REPORT

Expropriation

Clerk stated the previous landowner of the east main lift station property will ultimately determine the outcome of legal costs and whether or not the process goes to the Utility and Review Board.

Kane Heights Proposed Subdivision

Clerk reported the county requires the village's approval regarding hook up to the existing sewer system. Wastewater staff will review sewer this week for the proposed subdivision.

LED Sign

Clerk provided one quote in the amount of \$33,000 plus electrical costs of approximately \$1,500 for the proposed LED sign and the location would have to have the approval of the County and the Department of Transportation. This would be a 50/50 cost share with the Lions Club should they decide to go forward with the project.

Kingston Medical Clinic

Clerk stated it was proposed it may be necessary to reconfigure the entrance to the new medical clinic at the old Foodland location since traffic has increased since then. Clerk stated there may be problems with the fact that the property has 2 different PIDs (Parcel Identification Numbers). Commission will consult with landowner.

Capital Projects

Commissioner Pierce asked the Commission if they had any thoughts on larger projects that could be shovel ready and would qualify for federal funding. He suggested going back to the County to find out where they are in the process of a village water system. Chair Armstrong suggested another possibility could be a new village complex which could be done in stages or adding on to the existing building. Clerk also suggested finishing the force main for the east Main St. sewer system or connecting sewer to the final 4 houses on Marshall Road. A sidewalk on Main Street up to Greenwood Road was also suggested. Clerk stated Public Works supervisor has advised the existing sidewalk on Bridge St. needs maintenance.

CORRESPONDENCE

Invitation to Smart Community Meeting

Clerk stated he received an invitation to attend a meeting with a USA Smart Community expert to plan a "Smart Annapolis Valley". The meeting will take place at Acadia University on February 24, 2016. Clerk will attend.

1st Kingston Scouts Bat House Request

Clerk reported Recreation staff received a written request from the 1st Kingston Scouts asking for permission to install bat boxes at various parks in the area. They are also requesting that a sign be installed describing the benefit of bats to our ecosystems and the reason for the recent decline in the bat population. Commission approved the project request.

McMaster Crescent J-Class Road Paving Request

Clerk reported a written request was sent by a resident of McMaster Crescent to the County of Kings and carbon copied to the Village asking to have their street placed on this year's J-Class road paving work list.

Request for Employment for Princess Kingston

Clerk stated the village received an email suggesting the Commission consider guaranteeing summer employment to the successful Princess candidate if they were interested. Commission agreed this could not be offered as an incentive. Clerk also stated there were certain criteria regarding the student funding which may affect this request.

Municipality of the County of Kings – Seeking Appointments for Committees

Clerk reported the County was looking to appoint county residents to various boards and committees and that honorariums are paid to the appointed citizen members.

1st Kingston Scouts Invitation

Chair Armstrong received an invitation from the 1st Kingston Scouts to attend their annual banquet on Sunday, February 21st at 4pm at the Kingston Lions Hall. Chair confirmed she will attend.

County Update

Chair Armstrong invited Councillor Atwater to provide an update from the Municipality of the County of Kings.

Councillor Atwater reported on the following:

- The proposed electoral district boundary map has been submitted to the Utility and Review Board for approval.
- The County is in the prototype stages of developing an app which will help to introduce county councillors to the voters for the upcoming election.
- The new municipal complex has gone out to tender.

ADJOURNMENT

**ON MOTION OF COMMISSIONER HOLMESDALE THAT THE MEETING BE
ADJOURNED AT 8:00PM. MOTION CARRIED.**

COMMISSION CHAIRPERSON

CLERK/TREASURER