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KINGSTON VILLAGE COMMISSION MINUTES OF THE COMMISSION MEETING OF JUNE 1, 2016

COMMISSION:

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

Mike McCleave – Clerk/Treasurer
Janice Hatfield – Administrative Assistant

OPENING

Clerk/Treasurer Mike McCleave called the meeting to order at 7:00pm.

CHAIR/VICE-CHAIR APPOINTMENT

Clerk called for nominations for the position of Chair.

**COMMISSIONER PIERCE NOMINATED COMMISSIONER ARMSTRONG.
COMMISSIONER ARMSTRONG ACCEPTED THE NOMINATION. IT WAS
SECONDED BY COMMISSIONER CARTER.**

As there were no further nominations, Clerk declared Commissioner Armstrong as Chair.

Chair called for nominations for the position of Vice Chair.

**COMMISSIONER PIERCE NOMINATED COMMISSIONER HOLMESDALE.
COMMISSIONER HOLMESDALE HAD ACCEPTED THE NOMINATION PRIOR TO
THE MEETING IF NOMINATED. IT WAS SECONDED BY COMMISSIONER
CARTER.**

As there were no further nominations, Chair declared Commissioner Holmesdale as Vice Chair.

REVIEW OF MINUTES

Chair Armstrong asked for a review of the May 12th, 2016 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER CARTER AND COMMISSIONER PARSONS THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF MAY 12TH, 2016 AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Armstrong asked if there was any business arising from the minutes of May 12th, 2016.

Chair asked Commissioner Parsons if the speeding had increased on Pine Ridge Ave once the speed signs were removed and relocated. He reported the speed has increased and suggested the RCMP might need to monitor it particularly on the weekends.

Commissioner Pierce asked if there was any change in a Village property tax delinquency. Clerk stated a letter from the County was going to be sent out by the end of June informing owner that their property will be going up for tax sale.

Commissioner Pierce asked if Recreation staff was able organize a cleanup day along the abandoned rail bed. Clerk stated the Grades 6, 7 and 8 classes were scheduled to clean garbage along the trail.

Chair Armstrong asked Commissioner Carter to report on the Community Gardens Workshop he attended on May 26th. Commissioner Carter stated there were a few speakers who shared their knowledge of straw bale gardens including the best way to utilize the limited space in them. He stated there is funding available through the County of Kings that Recreation staff Glen Abriel is applying for. Commissioner Carter also informed the commission that there is a Tree Canada grant available for fruit trees. Glen has placed a few straw bales next to the Rec Hut near an available hose for watering and vegetables will be available to pick by the community. Clerk also reported the library asked to have the flower bed next to Friendly Neighbours set aside for vegetables.

Chair Armstrong suggested using the tree planting budget to plant trees as a buffer along the back of Elizabeth Ave next to the Steer BBQ grounds as well as next to the tennis courts along Elm St. Clerk will consult with Public Works on the best type of tree for each area.

COMMITTEE REPORTS – See Reports

PUBLIC WORKS

Chair Armstrong asked if anything should be done about the excess goldfish in the duck pond. After a discussion, Commissioner Pierce suggested asking the Town of Windsor what they do with their pond which is located near their Visitor Information Centre.

Clerk reported the portable sign has been removed and he will call and remind the other business about the removal of their non-compliant sign.

RECREATION

Commissioner Pierce stated he attended the Steer BBQ meeting on May 31st and that they are holding meetings every 2 weeks now. New this year will be the Antique Car Show which will be limited to 40 cars. Commissioner Carter asked where the food was being purchased this year. Commissioner Pierce stated Armstrong Foodservice. Commissioner Pierce stated Glen Abriel sent a bulletin to the churches to advertise the Beaman Bandstand dedication to be held June 22nd. Chair Armstrong suggested the sign be covered until the unveiling.

APPLE BLOSSOM

Commissioner Pierce thanked the Apple Blossom Committee for all of their hard work. Chair Armstrong suggested that for next year the Princess Royal Tour could be held at the Fire Hall and the children from both schools could be invited over. She suggested a letter be sent out early to the schools.

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

MONTHLY CLERK'S REPORT – See Report

Financial Statements

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER CARTER THAT THE VILLAGE OF KINGSTON COMMISSION APPROVE THE 2015-16 FINANCIAL STATEMENTS AS PREPARED BY LAWRENCE LAKE OF MORSE BREWSTER LAKE CHARTERED ACCOUNTANTS. MOTION CARRIED.

413/417 Main St Fencing

Clerk reported the owner of 413/417 Main St. is planning to put a fence on his property which will affect easement access for the Village but confirmed staff will have the ability to work around the fence.

Department of Natural Resources (DNR) Land Purchase and Easement Completion

Clerk reported he received a letter from DNR asking the Village to close several open land acquisition projects. These purchases would first involve getting two surveys completed, one for the crown land between Bishop Ave and Walker Brook and one for a sewer pipeline near Brookside Drive. Commission agreed to complete the surveys.

GIC Investments

Clerk reported he compared GIC investments with other towns and villages and they were all comparable to the Village of Kingston's investments. He also met with the Valley Credit Union and discussed an option with a higher rate of return but it was a non-secured investment. The Commission agreed that was not an option and will stay with present structure.

Capital – Tractor Replacement Bid Acceptance (Budget \$30,000)

Staff reviewed the three quotes that were received for the tractor and concluded the purchase should go to the lowest bidder. Staff also reviewed the options for the backhoe implement and concluded the best option would be for the Village to purchase one for the larger tractor. Commissioner Parsons abstained from voting on the following two motions due to conflict of interest.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER CARTER THAT THE VILLAGE OF KINGSTON COMMISSION AWARD THE SMALL TRACTOR PURCHASE (2016-PW3) TO GREEN DIAMOND EQUIPMENT IN THE AMOUNT OF \$15,208.14 +HST. MOTION CARRIED.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSION CARTER THAT THE VILLAGE OF KINGSTON COMMISSION AWARD THE PURCHASE OF THE BACKHOE IMPLEMENT FOR THE KUBOTA L4060 TRACTOR TO NOVA INTERNATIONAL IN THE AMOUNT OF \$10,500.00+HST. MOTION CARRIED.

Bridge Street Sidewalk Tender Award

Clerk reported he received 4 quotes for the Bridge St. sidewalk and curbing replacement and recommended the Village award the tender to the lowest bidder.

ON MOTION OF COMMISSIONER CARTER AND COMMISSIONER PARSONS THAT THE VILLAGE OF KINGSTON COMMISSION AWARD THE BRIDGE STREET SIDEWALK TENDER TO DEXTER CONSTRUCTION IN THE AMOUNT OF \$73,340.00+HST. MOTION CARRIED.

Monthly Clerk's report was received as presented.

CORRESPONDENCE

Soldiers Memorial Hospital Foundation

As per letter received the previous month, Mr. Hutton has confirmed he will sit on the Hospital Foundation for another two year term.

Festivals and Events Funding Request

Clerk stated the Village received a funding request of \$1,000 from the Annapolis Valley Chapter of Autism Nova Scotia through the Festival and Community Events and Funding Policy. After a discussion, the Commission agreed to fund the Walk the Walk for Autism event to be held June 11, 2016 in the amount of \$500.00.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER PARSONS THAT THE VILLAGE OF KINGSTON COMMISSION APPROVE THE FUNDING AMOUNT OF \$500.00 FOR THE WALK THE WALK FOR AUTISM EVENT TO BE HELD IN KINGSTON ON JUNE 11, 2016. MOTION CARRIED.

14 Wing Cadet Invitations

Chair Armstrong stated she was invited to both the Annual Cadet Review on June 4th and the Change of Command on June 8th at 14 Wing Greenwood but is unable to attend. Commissioner Pierce stated he is attending the Legion's 70th Anniversary dinner on June 4th. Commission asked staff to send regrets.

DISCUSSIONS

Food Trucks

Commissioner Carter asked if the Commission approves of food trucks parking in village parking lots. Commission agreed there are too many concerns with regard to having food trucks on village property.

Parking on Pine Ridge Ave

Commissioner Parsons asked if zoning allowed residents on Pine Ridge Ave to park large drilling trucks in their driveway or on Pine Ridge Ave. Clerk will consult with County and RCMP.

Partnering on LED Sign

Chair Armstrong stated the Kingston Fire Department would be interested in partnering with the Lions Club, the Legion, the County and the Village regarding the purchase and shared use of an LED sign for the downtown core. Clerk will send a letter to Fire Chief Watson Armstrong to confirm their interest. Clerk stated a location for the sign should also be determined. Commission agreed a smaller sign with a high resolution would be better than a large sign.

ADJOURNMENT

ON MOTION OF COMMISSIONER PIERCE THAT THE MEETING BE ADJOURNED AT 9:00PM. MOTION CARRIED.

COMMISSION CHAIRPERSON

CLERK/TREASURER