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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF AUGUST 2, 2017

COMMISSION:

Don Holmesdale
John Pierce
Bruce Carter
Paul Parsons
Muriel West

Mike McCleave – Clerk/Treasurer - Absent
Janice Hatfield – Administrative Assistant

OPENING

Commissioner Holmesdale called the meeting to order at 7:06pm.

REVIEW OF MINUTES

Chair Holmesdale asked for a review of the July 5th, 2017 Regular Session meeting minutes.

Commissioner West stated she wanted to have it expressed in the minutes that there are fire safety concerns with an apartment on Main Street under the Dangerous and Unsightly Premises By-law, particularly in light of the recent tragic high-rise apartment fire in London England.

Commissioner West stated she would like to have shrub and tree debris included in the minutes for the Village's leaf collection site. Commission agreed.

ON MOTION OF COMMISSIONER CARTER AND COMMISSIONER PARSONS THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF JULY 5th, 2017 AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Holmesdale asked for any business arising from the minutes of July 5th, 2017.

Commission stated they received confirmation from the County via the Clerk that the property on Main Street was not deemed unsightly but that there were outstanding fire safety issues. Commission asked that the Clerk follow up with the County to see if the outstanding fire issues were dealt with.

CONSENT TO AGENDA ITEMS

Chair Holmesdale asked for a motion to approve the agenda items as presented.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER WEST THAT THE COMMISSION APPROVE THE AGENDA ITEMS AS PRESENTED. MOTION CARRIED.

PRESENTATION – KINGS COUNTY FAMILY RESOURCE CENTRE

Chair Holmesdale invited Melissa Connell, Executive Director of the Kings County Family Resource Centre, to make her presentation on the free programs and services they provide to families in Kings County. She has found that generally people are not aware of what their organization has to offer. She stated they operate out of the Kentville Baptist Church but hold satellite programs throughout the county including at the New Beginnings Centre in Greenwood, the Kingston Lions Club and the Autism Centre in Kingston. She stated their mission is to strengthen the lives of families and provide services/resources to families, including grandparents, regardless of their income. They also help individuals begin their own in-home child care business by providing training, expertise, toys and equipment. After an informative discussion Melissa handed out pamphlets and an events calendar.

COMMITTEE REPORTS – See Full Reports

WASTEWATER – See Full Report

Commission stated they support the purchase of a heat pump/air conditioner for the Sewer Treatment Plant office but stated they would like to have been informed of the purchase beforehand.

PUBLIC WORKS – See full report

Commissioners Holmesdale and West commented on the excellent condition of the Fitness Trail and also how popular it is.

Commissioner Carter suggested having two 45 gallon drums next to the leaf/debris bins for the empty garbage bags after people dump their leaves out. Commissioner Pierce stated they should identify a time frame for the leaf bin at the next meeting.

Commission wondered if the new truck extras were add-ons or if those items were missed in the ordering.

Commissioner Parsons stated he has received complaints of people not picking up after their dog throughout the Village and asked if signs could be installed on the wooden garbage cans throughout the Village indicating 'pick up after your dog and empty here'.

RECREATION – See Full Report

Chair Holmesdale stated he will attend the Seniors Picnic to be held August 10th from 3pm to 6pm and invited the Commissioners to attend.

Commissioner Pierce stated the tennis lesson situation needs to be addressed next year due to the fact that the main instructor leaves part way through the summer and the other instructors are not willing to travel to Kingston to teach. He suggested checking to see what other communities are doing about the situation.

Commissioner Pierce and Commissioner West commented that the concerts in the park at the bandstand have been very good but would ideally like to see upwards of 200 people in attendance. Commissioner West wondered how to improve getting the word out and also how to also attract a younger audience.

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

COMMITTEE APPOINTMENTS

Item will be deferred until the next meeting.

MONTHLY FINANCE REPORT – See Full Report

The Clerk's report included a few items such as Summer Day Camp revenues being higher than expected so far.

There is one property eligible for tax sale but there will be several in September.

DISCUSSIONS:

- Western Valley Minor Hockey Association Golf Tournament scheduled for August 4th was cancelled.
- Commissioner Pierce stated the request by an individual to have Village of Kingston speed limits re-evaluated by the Department of Transportation (DTIR) was answered by their Area Manager and he will forward the information along that speed limits are not reduced until housing is built, and not in anticipation of more home construction.
- Commissioner Pierce suggested the commission address setting up a sub-committee during the October meeting for the needs assessment that was agreed upon at the July 5th meeting.
- Commissioner Parsons suggested getting another quote from a local website designer. He also suggested studying other websites and noting the positive aspects of each one.
- Chair Holmesdale stated the Village received a written offer for the 2007 Chevrolet truck. Commission agreed to leave it for sale for another month.
- Chair Holmesdale stated he noted a possible conflict of interest, as per the Municipal Government Act and the Village's Human Resource Policy, in the hiring of a day camp counsellor who is the son of the Recreation Coordinator. Commission agreed to let the counsellor finish the summer but suggested that no family of staff or commissioners should be hired in the future.
- Commissioners would like to have a copy of the New Commissioner Manual including the Policies and Procedures Manual to review.
- Chair Holmesdale asked about the status of the standardized park signs.
- Commissioner Pierce asked about the status of the Oakhurst Subdivision greenspace.

- Commissioner West stated she is concerned about the recent downsizing of space and staff at the Kingston Post Office. She suggested the Village write a letter of concern to Canada Post asking why downsizing is taking place in a Village that is larger than Middleton and Berwick but now has space smaller than those towns. Commissioner Pierce suggested inviting the local representative from Canada Post to address the concerns. Commission agreed.

CORRESPONDENCE:

Chair Holmesdale stated the Village received funding from the County under the Community Recreation Assistance Fund, the Municipal Economic Development Fund and the Community Park Development Program.

ADJOURNMENT

ON MOTION OF COMMISSIONER PIERCE THAT THE MEETING BE ADJOURNED AT 9:25PM. MOTION CARRIED.

COMMISSION CHAIRPERSON

CLERK/TREASURER