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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF MAY 2, 2018

COMMISSION:

Don Holmesdale
John Pierce
Bruce Carter
Paul Parsons
Muriel West

Mike McCleave – Clerk/Treasurer
Janice Hatfield – Administrative Assistant

OPENING

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

REVIEW OF MINUTES

Chair Holmesdale asked for a review of the April 4, 2018 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER CARTER AND COMMISSIONER PARSONS THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF APRIL 4, 2018. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Commissioner Pierce stated he wants to make sure the Needs Assessment stays in the forefront of the agenda for the Commission going forward. Clerk reported he did meet with Melissa Morrison from the County for an informal discussion and was advised that she is available to work on the Village's Needs Assessment by contract. Clerk asked that she put forth a proposal of what can be expected from her as well as a potential salary. Commissioner Pierce also suggested asking the Town of Berwick who they hired for their Needs Assessment.

Commissioner Pierce stated he received contact information for CIBC if the Village is considering inquiring about the sale of the building. Clerk stated he will make contact with CIBC as well as check the Municipal Government Act to see if an approval from ratepayers is required before purchasing.

Commissioner West confirmed she will present the award to Doris Glavine for Volunteer of the Year at the Annual General Meeting.

CONSENT TO AGENDA ITEMS

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

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

COMMITTEE REPORTS:

WASTEWATER – See Full Report

PUBLIC WORKS – See Full Report

Commission agreed with Public Works report to have bins removed on Friday May 11th.

Clerk stated he will talk to arena board of directors regarding having staff not dump the ice at the end of the season on the Village's grass area.

RECREATION – See Full Report

Commissioner West provided a report from the Steer BBQ meetings which included suggestions for possible new events this year such as a hypnotist, a dunk tank, a crazy cow costume contest, trivia games, a flea market and a BMX bike demonstration. Commissioner Parsons offered to have Fraser's Pro Home Centre as a sponsor and provide a prize of \$100 for best cow costume. Commissioner West also reminded the Commission that next year will be the 60th anniversary of the Steer BBQ. Commission decided to brainstorm ideas for it, as well as consider providing a budget for some good acts to keep people there longer.

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

MONTHLY FINANCE REPORT – See Full Report

Auditors

Clerk reported the auditors will be in on May 3rd and that the draft financial statements will be sent one week prior to the annual general meeting and commission will sign documents at the meeting.

Department of Natural Resources (DNR) Easement for Force Main on Railway Bed

Clerk stated he is hoping to hear from DNR in the next month or so for the easement approval.

Operating Budget Motions

Clerk stated since there were no questions from the Commission concerning the draft 2018/19 operating budget and there were no residents in attendance he would ask the Commission to consider the motions.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER CARTER THAT THERE WILL BE NO INCREASES TO THE 2018/19 RESIDENTIAL TAX RATE AND IT BE SET AT 30.9 CENTS ON RESIDENTIAL AND RESOURCE PROPERTIES. MOTION CARRIED.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER CARTER THAT THERE WILL BE NO INCREASES TO THE 2018/19 COMMERCIAL TAX RATE AND BE SET AT 41.3 CENTS ON COMMERCIAL PROPERTY. MOTION CARRIED.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER CARTER THAT THERE WILL BE NO INCREASES TO THE 2018/19 SEWER RATES FOR ALL RESIDENTIAL AND COMMERCIAL PROPERTIES. MOTION CARRIED.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER CARTER THAT THE DRAFT 2018/19 OPERATING BUDGET DISSEMINATED AT THE APRIL 2018 COMMISSION MEETING BE ACCEPTED AND APPROVED. MOTION CARRIED.

Capital Budget

ON MOTION OF COMMISSIONER PARSONS AND COMMISSIONER PIERCE THAT THE VILLAGE OF KINGSTON AWARD THE 2018/19 PICKUP TRUCK TENDER TO CONNELL CHRYSLER FOR THE PURCHASE OF A 2018 RAM 2500 ST AS QUOTED IN THE AMOUNT OF \$37,205.75 + HST. MOTION CARRIED.

Election

Clerk stated there are two commissioner terms ending this year. Commissioner Carter stated he will not be reoffering for a third term due to many other commitments. Commissioner West stated she will be reoffering for another term. Clerk stated the nomination period is from May 3rd to May 16th and if more than two nominations are received, an election will be held on Saturday, June 2nd with the advance poll on Tuesday, May 29th. The Annual General Meeting will be held at 7pm on Wednesday, May 30th at the Kingston Fire Hall.

The Commission and Clerk thanked Commissioner Bruce Carter for his time and contributions to the Village since 2012.

Capital Projects Update – see report for list

Monthly finance report was received as presented.

DISCUSSIONS:

Clerk reported the Village applied for federal funding for 5 summer students and only received funding for 2 students. One will work at the Visitor Information Center and one will work at the Summer Day Camp.

Clerk asked the Commission where they would like the speed sign placed. Commission agreed to have it put on Pine Ridge Ave while school is still in session.

Clerk stated he is going to confirm with Public Works as to the exact specifications of the sign material for the 5 new replacement Village signs and then send those specs with the sign design out for quotes.

Commissioner Carter stated that, on behalf of the Commission, he will attend the Princess Kingston Wardrobe Tea on Sunday, May 6th at 2pm.

Clerk stated he will create a Village Wi-Fi map online for the public.

CORRESPONDENCE:

Apple Blossom Valley Tea

Chair informed the Commission that a notice was sent out by the Apple Blossom Festival with a corrected time of 2:00pm for the Valley Tea on May 24th if anyone was available to attend.

NSLC Cannabis Location

Chair stated a response letter was received from Mark Furey from the Office of the Minister of Justice acknowledging our request to consider Kingston as a future location for an NSLC cannabis retail location. Their answer was the nine locations they are planning to open, which were dictated by population hub, combined with online access and home cultivation, will allow enough access for Nova Scotians until they have a better understanding of the marketplace.

ADJOURNMENT

ON MOTION OF COMMISSIONER PIERCE THAT THE MEETING BE ADJOURNED AT 8:55PM. MOTION CARRIED.

COMMISSION CHAIRPERSON

CLERK/TREASURER