



Village of Kingston
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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF FEBRUARY 6, 2019

COMMISSION:

Don Holmesdale – Chair - Absent
John Pierce – Vice Chair
Paul Parsons - Absent
Muriel West
Wayne Fowler

Mike McCleave – Clerk/Treasurer
Janice Hatfield – Administrative Assistant

OPENING

With the absence of Chair Don Holmesdale, Vice Chair Pierce chaired the meeting. The meeting was called to order at 7:00pm.

REVIEW OF MINUTES

Vice Chair Pierce asked for a review of the January 2nd, 2019 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER WEST THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF JANUARY 2nd, 2019 AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Vice Chair Pierce asked for any business arising from the minutes of January 2nd, 2019.

Recent Flooding Issues – Department of Transportation

Commissioner West asked if a meeting with the Department of Transportation had been arranged. Clerk stated he is arranging to meet with Area Manager Richard Lloyd and public works staff beforehand to discuss certain issues such as the recent flooding. Commissioner Pierce stated he would like to raise the issue at the future meeting with the Department of Transportation that Exit 17E is dark and should have 4 streetlights.

Prince St ATV Traffic

Commissioner West asked if the large boulder had been placed at the end of Prince Street to block ATVs from going through. Clerk stated he will discuss this item with Department of Transportation to get their approval.

Oakhurst Subdivision Greenspace

Commissioner Pierce asked about the survey results for Oakhurst Subdivision's greenspace. Commissioner West stated she obtained the results of the survey that had previously been reported on, which less than half the number of residents filled out. Clerk stated this item is also not in this current fiscal year's budget.

Acadia University's Kingston Case Study

Clerk reported the interviews with Kingston residents for Acadia University's Kingston Case Study went very well as well as the informative guided tour of the Village provided by Commissioner West. Clerk stated he and some of the Commissioners were also invited to the case study presentations that are taking place on Friday, February 8th at Acadia University in Wolfville.

CONSENT TO AGENDA ITEMS

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

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

COMMITTEE REPORTS – See Full Reports

WASTEWATER – See Full Report

Clerk stated the Department of Transportation is aware of the recent flooding issues in Ravenwood Subdivision and 900 Main Street and these items will be raised when staff meet with them. Clerk and Wastewater Supervisor feel it may be a collapsed storm sewer line at 900 Main Street and would like to put a camera down to have a look.

PUBLIC WORKS – See full report

As indicated in staff report, the wooden awning and more than half of the staging for Steer BBQ needs to be replaced and a new cement pad could also be built to provide a solid base for the new awning. Commissioner West suggested asking the Steer BBQ Committee if they have a preferred spot for the pad.

Commissioner Fowler stated the Village was in need of a regulation sized soccer field and wondered if the field behind the arena could be made into a regulation size soccer field.

Clerk stated Public Works staff were informed that the Village is entitled to a provincial rate for purchasing bulk salt. Clerk stated the salt would have to be picked up in Pugwash with a minimum order of 26 tons based on cost efficiency but could mean a savings of approximately \$5,000/per year. Clerk stated the Village would have to consider a space for that amount of salt.

Vice Chair Pierce stated the 2 outdoor rinks have been well used due to the cold weather and maintenance by staff. Commissioner Fowler suggested an outdoor LED digital sign would help to advertise when the ice rinks are open.

Clerk stated the Chairman from the Village of Greenwood met with him and voiced that their Commission would like to see more recreation programs in their Village. He suggested various possibilities such as using Kingston's Recreation Coordinator title to get more programs in their area, which they would help pay for. Commissioner Fowler suggested the addition of an after hours programming staff person. Commission suggested more discussion needs to take place between the two Villages.

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

CLERK REPORT

Surplus to Operating Reserves

Clerk reported there is \$606,000 in the Village's surplus account and advised that the Commission leave an amount of approximately \$100,000 in surplus.

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER WEST THAT THE VILLAGE COMMISSION AUTHORIZE THE TRANSFER OF \$200,000 FROM OPERATING RESERVES AND MOVE IT TO THE VILLAGE CAPITAL RESERVE ACCOUNT. MOTION CARRIED.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER FOWLER THAT THE VILLAGE COMMISSION AUTHORIZE THE TRANSFER OF \$450,000 FROM VILLAGE SURPLUS AND MOVE IT TO THE VILLAGE OPERATING RESERVE ACCOUNT. MOTION CARRIED.

Clerk stated in the new fiscal year the Commission can move the \$450,000 from the Village Operating Reserve account.

RCMP – New Sergeant - Kingston Detachment

Clerk reported that Ryan Kelly, the new Sergeant at the Kingston RCMP Detachment, visited the Village Office to introduce himself. Clerk advised him of the report required for the Village's Annual General Meeting and that he may be invited to a Commission meeting on occasion.

Kingston Area Advisory Committee Members

Clerk stated the Village needs to re-appoint (by motion) the current members of the Kingston Advisory Committee and is advertising for two resident members. Commission members hold a 1-year term and resident members have a 2-year term.

Tentative 2019/20 Budget Schedule – Wednesdays, 7pm Village Office

January 23	Special Meeting	Capital Budget Workshop/Prioritization
February 6	Regular Meeting	Operating Budget Discussion
March 6	Regular Meeting	Budget Update and Capital Budget Approval
April 3	Regular Meeting	Operating Budget Released
April 24	Special Meeting	Operating Budget Deliberations
May 1	Regular Meeting	Operating Budget Deliberations and Approval

CAPITAL PROJECTS

Clerk provided the following update:

STP Clarifier Refurbishment - \$75,000 (100% gas tax) – Deferred to next fiscal year.

Maple St Lift Station - \$150,000 (100% gas tax) Actual Cost - \$123,794 – Project complete

Lights to LED Conversion - \$15,000 - Project is completed. Project cost approximately \$11,295 after Efficiency NS rebates.

MONTHLY FINANCE REPORT – See Full Report

CORRESPONDENCE:

1st Kingston Scouts Annual Banquet Invitation

Commissioner West stated she will represent the Commission at the 1st Kingston Scouts' Annual Banquet on Sunday, February 17th at 4pm at the Kingston Lion's Hall.

County of Kings Letter – Solar for Village Infrastructure

Clerk stated the letter from the County of Kings states the Department of Energy is looking at the procurement of solar photovoltaic projects in order for municipalities to generate up to 75kW of solar electricity to sell to NS Power under a 20 year contract. If our Village infrastructure is deemed feasible, the Alternative Resource Energy Authority (AREA) would submit to the province a bid for the Village. The fee to AREA would be \$4,000 per location. After the technical review, the County would further discuss funding.

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER WEST THAT THE VILLAGE APPROVE THE TECHNICAL INSPECTION, BY THE ALTERNATIVE RESOURCE ENERGY AUTHORITY, OF THE KINGSTON RECREATION HUT AND THE VILLAGE OFFICE TO SEE IF THEY QUALIFY FOR THE SOLAR PROGRAM. MOTION CARRIED.

OPERATING BUDGET

Clerk and Commission discussed operating budget and agreed there would be no increases in the Village's residential or commercial tax rate. Clerk asked Commission to bring forward any new service level initiatives to the next meeting.

ADJOURNMENT

ON MOTION OF COMMISSIONER FOWLER THAT THE MEETING BE ADJOURNED AT 8:40PM. MOTION CARRIED.

COMMISSION CHAIRPERSON

CLERK/TREASURER