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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF JUNE 5, 2019

COMMISSION:

John Pierce
Muriel West
Wayne Fowler
Brad Beardsley
Mike Bishop

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

GUESTS:

Martha Armstrong – Councillor District 4, Municipality of the County of Kings

OPENING

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

Brad Beardsley and Mike Bishop were sworn in as new commissioner.

CHAIR/VICE-CHAIR APPOINTMENT

Clerk called for nominations for the position of Chair.

COMMISSIONER WEST NOMINATED COMMISSIONER PIERCE FOR THE POSITION OF CHAIR. COMMISSIONER PIERCE ACCEPTED THE NOMINATION. IT WAS SECONDED BY COMMISSIONER FOWLER.

Commissioner Pierce stated he would accept the nomination on the condition that the entire commission share responsibility of attending events. Commission agreed.

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

Chair Pierce called for nominations for the position of Vice Chair.

COMMISSIONER WEST NOMINATED COMMISSIONER FOWLER FOR THE POSITION OF VICE CHAIR. COMMISSIONER FOWLER ACCEPTED THE NOMINATION. IT WAS SECONDED BY COMMISSIONER BEARDSLEY.

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

Chair Pierce welcomed Brad Beardsley and Mike Bishop to the Village Commission.

REVIEW OF MINUTES

Chair Pierce asked for a review of the May 1, 2019 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER BEARDSLEY THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF MAY 1, 2019 AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Pierce asked for any business arising from the minutes of May 1, 2019.

Commissioner Fowler asked if the Steer BBQ portable stage replacement was near completion. Clerk stated the level gravel pad is done and the structure should be finished by the end of June.

Commissioner Fowler asked if the KN14 sewer line project can move forward with funding. Clerk stated he is still waiting to hear about the PCAP funding but that the Commission approved the \$400,000 project and if PCAP funding is received it will cut the project cost in half.

Commissioner West asked if the Village was waiting for library funding information from MLA Leo Glavine before making a public announcement on the CIBC building purchase. Chair Pierce stated there can be no treasury board funding announcements while there is a by-election taking place in Sackville. Commission agreed to go ahead with an announcement in both the Aurora Newspaper and the Valley Harvester. Commission will invite the Aurora editor for an information session.

Clerk stated preliminary designs will be prepared by Harvey Architecture by June 14th and the library work has to be completed by January 20th, as per the \$30,000 grant from the province.

Chair Pierce asked about the approval of the soak away pits for the Balser Drive sidewalk. Clerk stated he has not yet received word from the Department of Transportation.

Vice Chair Pierce stated the Lions Club increased their cheque amount for Apple Blossom to \$250.00 from \$50 and that it was an oversight.

CONSENT TO AGENDA ITEMS

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

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

COUNTY UPDATE:

Councillor Armstrong provided the following update:

- The technology for the council chambers at the new County building has not been completed so Council has not yet moved into the new building. There are still a few more finishes to be completed and it may be the fall before a grand opening for the public takes place.
- Council met on May 21st to determine the various grant allocations. Steer BBQ will receive \$6,000 from the County this year for the 60th Annual.
- The Kings Economic Development funding for the Visitor Information Centre was approved in the amount of \$4,000, but this will be the last year for that funding. This gives the commission a year to make the decision of whether or not to continue budgeting for the VIC. Their policy change going forward is 'non-funding of traditional VICs'.
- The corner of Main St and Maple St traffic count by the Department of Transportation has been given 70 points out of 100 on their priority point system. In order to have a full set of traffic lights or a round-a-bout, it would have to be 90 points out of 100. She stated 70 points should be enough to get lighted crosswalks on both sides. It may have to be a funding collaboration between the County and the Village.
- They are now holding 2 Committee of the Whole meetings per month.

Chair Pierce raised the fact that the Village does not receive any funding or Payment in Lieu of Taxes (PILT) from the Federal Government for any DND land located in Kingston, which would include part of the Greenwood Golf Course. If the County is collecting the PILT, the Village would like to have its share. Clerk stated he submitted a PILT to the Federal Government a few years ago and they responded that we were not allowed to put a PILT on that land. Councillor Armstrong stated County has a list of properties that they pay PILT for and the Federal Government determines how much they pay. Councillor Armstrong will take this item to Greg Barr for clarification. Clerk asked if the County is getting this PILT for the golf course. Also could the County include our tax rate and funnel the money back to the Village? Clerk also stated that the County applies for NS Power PILT and he found out that through Municipal Affairs that Villages are not allowed to apply for the PILT. Councillor Armstrong will take both items to Greg Barr, Director of Finance.

Clerk also stated that once a Village/County meeting takes place the items get forgotten. He asked if the minutes of these meetings could be added to the County regular meeting agenda.

- 14 Wing Greenwood is still receiving grant money from the County but less than their requested amount. All other grant applicants received their full request. Commission reiterated that 14 Wing should not be receiving grants from the County.
- The County is making grant policy changes but it's a process.
- Setting up a meeting and acting as a mediator to hopefully resolve a resident's long time complaint of sand blowing onto their property because of a sand pit next to them and whether or not the digging will undermine the resident's property. She will also find out from county staff if there is a development plan for the excavation of sand in that residential zone.

COMMITTEE REPORTS – See Full Report

WASTEWATER – See Full Report

PUBLIC WORKS – See Full Report

Commission stated they will monitor the leaf/brush bins and observe whether commercial entities are overusing this resource.

The Commission discussed the request for a memorial garden to be placed at Stronach Park and agreed instead on a memorial bench, at the owner's expense, as per all other past requests.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER FOWLER THAT THE VILLAGE CONTACT THE FAMILY TO STATE THAT MEMORIALS IN THE VILLAGE ARE TO BE IN THE FORM OF A BENCH WITH PLAQUE AND THE LOCATION IS TO BE APPROVED BY THE COMMISSION. MOTION CARRIED.

RECREATION

Recreation Coordinator provided his report at the Annual General Meeting. One update is that Larissa Gregory has been hired as Day Camp Supervisor.

Wastewater and Public Works reports were received as presented.

CLERK REPORT

Clerk stated since it is only the second month into the new fiscal year so he will have more to report on in August.

Department of Natural Resources Easement for Force Main on Rail Bed

Clerk stated he is waiting to receive the signed easement document from the Minister of Natural Resources. This easement is for the section of abandoned rail bed from the new lift station on Main Street to 760 Main Street to allow the installation of a force main. This will reduce the flow from approximately 350 houses.

Department of Natural Resources Land Purchase – Green Space

Clerk reported the land between the abandoned rail bed and Main Street from Park Road to the Visitor Information Centre is owned by the Village. The land along the rail bed from the Superstore to Walker's Brook just past Brookside Drive is owned by the Department of Natural Resources (DNR), which gives them authority to disallow anything to sit on their property. If the Village wants to continue to have the steer or signs on display on that property, it would have to be purchased at a set rate per hectare. The Village has had a legal survey completed and is now waiting for registration of the land documents and the formal documents to be received.

Library Expansion

Clerk stated the architect firm has scanned the CIBC building as well as the existing library building, the as-built drawings will be created from the scans and the plans drawn. Clerk will keep commission informed as designs are presented.

APPROVED CAPITAL PROJECTS 2019/20

Sewer Treatment Plant (STP) Clarifier Refurbishment - \$75,000 Clerk reported last year the Village tried to go to tender and no bids were received. The work has to be done while it remains operational which makes it difficult. Chair Pierce suggested the new commissioners complete a tour of the sewer treatment plant. Commissioner Bishop stated he is available after June 15th.

KN-14 Force Main Installation - \$400,000 - Tender closes June 20th.

Public Wi-Fi/Camera Expansion - \$38,000 - Expansion to Stronach Park from an underground line at the sewer treatment plant. There are currently 12 cameras with 3 more to be installed.

Office/Library Renovation - \$175,000/\$325,000 (Province - \$150,000 - not confirmed)

Trail Repair - \$15,000 Clerk stated there is a section of trail between the Visitor Information Centre and Bridge St that is being replaced with asphalt as well as a few potholes along the trail. Commissioner Fowler stated he would like to see a continuation of paved trail to Greenwood Road. Clerk stated the Village receives complaints each summer about dust from the trail.

Water Drilling Study - \$50,000/\$100,000 (County of Kings - \$50,000)

Highway 101 Signage - \$25,000 Clerk stated a large sign will be installed on Highway 101 near each Kingston exit. Clerk asked the Commission how they would like to obtain a design idea. Commissioner West suggested consulting Angie Myers, who designed the Village entrance signs. Commissioner Beardsley suggested Amy Lowe, who has completed signs for Department of Transportation. Commission agreed to keep the design simple since traffic is viewing it at a fast pace. Commissioner West suggested "Come for a Visit, Stay for a Lifetime". Commission agreed to put some ideas together.

Steer BBQ Stage Replacement - \$8,000 Clerk stated cost should come in closer to \$6,000

Digital LED Sign - \$30,000 Clerk stated he is waiting for the Department of Transportation's approval of a location for the sign along Main Street. One possible location is in front of Fraser's. The Village will control the sign content but priority will be given to the other Kingston funding partners, the Lions, the Legion and the Fire Department.

Policy and Finance

Loomer's Portable Toilets

Clerk stated in 2014 he had a discussion with Loomer's Portable Toilets regarding the high monthly cost of the rental and cleaning of the portable toilet. After that the Village stopped receiving bills from the co-owner of the company. Recently the other co-owner presented the Village with a lump sum bill for the past five years since the cleaning had still taken place. After a discussion the commission agreed that Chair Pierce would have an informal meeting with co-owner and bring an update to the next village meeting.

Walk the Walk for Autism

The Village received a request from the Kingston Autism Chapter in the amount of \$750 for their Walk the Walk event through the Village's Festivals and Events policy.

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER BEARDSLEY TO APPROVE \$500 FOR THE KINGSTON AUTISM CHAPTER'S WALK THE WALK FOR AUTISM EVENT TO BE HELD JUNE 22ND. MOTION CARRIED.

VISA/MasterCard Acceptance

Clerk stated there are many people looking to pay for various village programs or tax payments with Visa or MasterCard and that this may be a direction the Village should head. Chair asked if there was a better rate through the County or the Association of Nova Scotia Villages. Clerk stated the County uses Paymentus and the County is not charged a service fee but the service fee is charged to the user at a rate of 3%. The County has re-negotiated a better rate of 1.75%. The Village would have to switch to Paymentus to offer VISA/MasterCard and asked the Commission if they would approve the Village absorbing the costs. Commission decided to table this item.

Meeting Date Change

Chair stated the Regular Session meeting date is held the 1st Wednesday of the month and that makes it difficult for staff reports. After a discussion the Commission agreed with the 2nd Thursday of the month and Clerk will advertise accordingly.

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER BEARDSLEY THAT THE COMMISSION APPROVE THE NEW DATE OF THE SECOND THURSDAY OF THE MONTH FOR THE REGULAR SESSIONS MEETINGS EFFECTIVE AUGUST 8 2019. MOTION CARRIED.

CORRESPONDENCE:

New RCMP Detachment Invitation

Chair stated the Commission received an invitation to attend the grand opening of the new RCMP detachment in New Minas on June 6th at 1pm for anyone interested in attending.

NS Health Authority Invitation

Commissioner West stated she will attend the first Stakeholder Group Meeting on June 12 at 6:30pm at Soldiers Memorial Hospital.

DISCUSSIONS:

Steer BBQ

Commissioner Fowler asked if the Commission had certain duties for the 4 day Steer BBQ event. Chair stated there is an official opening at the Credit Union Centre on Thursday and that he will join the dignitaries on the stage after the parade. Commission agree to attend the event and help where needed.

Sand Barrens

Commissioner West stated the sand barrens should be promoted and suggested one way could be guided walking tours. She stated a staff member with the Department of Natural Resources has offered to do the guiding and this could be mentioned to the Kingston Walking Club. The group who did the sand barren presentation may also want to put suitable plants and a sign in the sandy area at Exit 17.

Tree Stumps / Dead Tree

Commissioner West asked if the tree stumps will be removed in the playground where the trees were knocked down in a windstorm. Commissioner West reported a dead tree at the corner of Bridge St and Main St.

Business Appreciation

Commissioner West suggested the idea of the Commission holding an appreciation day for local businesses once or twice a year at one of the service clubs. This could be a chance for businesses to meet the Commission and network with each other. Commission agreed to revisit this and possibly organize a date in October.

Annapolis Royal Library

Commissioner West stated in order to get ideas for the Village's new library, she toured Annapolis Royal's new library. The architect there designed a multi-purpose room and an innovation room in this building with equipment such as a 3D printer.

ADJOURNMENT

**ON MOTION OF COMMISSIONER BEARDSLEY THAT THE MEETING BE
ADJOURNED AT 9:30PM. MOTION CARRIED.**

COMMISSION CHAIRPERSON

CLERK/TREASURER