



Village of Kingston
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**KINGSTON VILLAGE COMMISSION
MINUTES OF THE COMMISSION MEETING OF JUNE 11, 2020
VIA ZOOM – DUE TO COVID-19**

COMMISSION:

John Pierce
Wayne Fowler
Muriel West
Brad Beardsley
Mike Bishop

Mike McCleave – Clerk/Treasurer

CALL TO ORDER

Chair Pierce called the meeting to order at 7:00pm. Due to Covid-19 the meeting was not open to the public.

REVIEW OF MINUTES

Chair Pierce asked for a review of the May 14, 2020 Regular Session meeting minutes.

Muriel West stated there was an omission regarding trees in playground on Elm St, and that it should state the new native hardwood trees would go on the west side of the playground along Westwood St.

**ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER FOWLER
THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES
OF MAY 14, 2020 AS PRESENTED. MOTION CARRIED.**

BUSINESS ARISING FROM THE MINUTES

Chair Pierce asked for any business arising from the minutes of May 14, 2020.

Chair asked about the status of the antennas for the SCADA system. Clerk stated he is still waiting for approval from NAV Canada.

Chair asked about the status of the decision on the design work for Balser Drive sidewalk. Clerk stated it is now being reviewed by the Department of Transportation and that Dillon Consulting is hoping to have it back next week. If everything is good they should have the report back to the Village shortly after that.

Commissioner West asked about the status of the excess garbage on Lincoln St. and Lincoln Court. Clerk stated he informed Valley Waste of the issue who said they would

look into it. It is not known if the landlord or the tenants themselves were contacted by Valley Waste regarding cleaning it up.

Chair Pierce stated he had a discussion with Clerk regarding the fact that Valley Waste's biweekly garbage pickup is being collected later in the day along Main St instead of the usual 7am. Clerk stated he contacted Valley Waste and advised them that the later time is holding up traffic on Main St as well as Bridge St. They informed Clerk that it must have been an oversight.

CONSENT TO AGENDA ITEMS

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

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

COMMITTEE REPORTS – See Full Reports

ENVIRONMENTAL SERVICES – See Full Report

Clerk stated, as in the report, that the new panels are waiting for disconnects, the SCADA system is moving along, we're waiting for a few things from the US and for approval from NAV Canada.

Staff are still working on the clarifier, replacing gaskets etc. With the concrete wearing out and becoming quite porous, supervisor sees looking at having a second clarifier in another 10 years. Staff estimated a \$600,000 cost and Clerk stated it can be paid for using 100% gas tax. Chair suggested reviewing in the next few years. Clerk suggested, in the short term, getting a consultant company in to look at the existing clarifier and give us an assessment of putting in a new one. Clerk stated he can include it in the budget forecast for next fiscal budget.

Commissioner Bishop stated he would still would like a tour of the sewer treatment plant. Clerk stated a convenient time for both commissioners and wastewater supervisor can be arranged.

PUBLIC WORKS – See Full Report

Chair asked about the quote amount from Maritime Blasting for the bandstand in Centennial Park. Clerk stated it was \$1,200 taxes included. Commission agree to have the work completed.

Commissioner West asked about the cost of the barn door opener. Clerk stated he will have to look it up and let the Commission know.

Commissioner West complimented public works on the flower planting and hanging baskets.

RECREATION – See Full Report

Chair stated he would like to discuss the draft report by recreation staff, which includes information for this year's possible summer day camp while abiding by restrictions due to Covid-19. The report, if approved by the commission, is to be submitted to the NS Health Authority for approval.

Clerk stated Valley Recreation is trying to assist with those municipal units that are planning to hold a day camp, as well as assisting with the report that is to be submitted. Clerk provided background for the day camp scenario and stated the Summer Student Jobs program would fund 2 staff with full minimum wage. After a discussion, Commission agreed to support the report if approved by public health. Commission also decided to give first priority to Village residents.

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER BISHOP THAT THE COMMISSION SUPPORT RECREATION STAFF IN THEIR PROPOSAL TO THE PROVINCE FOR A POTENTIAL SUMMER DAY CAMP. ONE ABSTENTION. MOTION CARRIED.

Commissioner West pointed out the correct spelling of Jelynn Samson on the recreation report.

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

CLERK / TREASURER REPORT

Financial Statements

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER WEST THAT THE COMMISSION APPROVE THE DRAFT 2019-20 FINANCIAL STATEMENTS AS SUBMITTED BY VILLAGE AUDITOR, LAWRENCE LAKE. MOTION CARRIED.

Property Taxes / delayed payments

Many municipalities have provided interest relief for property owners during the provincial state of emergency. Neighbouring municipal units have provided the same relief until the end of July, 2020. The Kingston Village Commission has already, by motion, provided for interest relief for the months of May and June 2020. Commission agreed to extend the interest relief for the month of July.

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER BEARDSLEY THAT THE COMMISSION APPROVE INTEREST RELIEF FOR ALL PROPERTY OWNERS FOR THE MONTH OF JULY, 2020 AND REVIEW THE NEED FOR EXTENDING THIS INTEREST RELIEF AT THE JULY COMMISSION MEETING. MOTION CARRIED.

Ministerial Order

See attached correspondence. In summary, Village Annual General Meetings (AGM) and Elections are deferred until the provincial state of emergency is lifted. Villages will have 90 days after the end date to schedule and hold such events. Current commissioner's

terms are extended until the AGM/Elections take place. The newly elected commissioner's terms will be shortened by the same duration.

Miscellaneous

Sneeze guards have been ordered from Workplace Essentials and PPE products will be ordered as required. Chair asked about a time frame for opening the office, Clerk stated it would probably be open once the sneeze guard is installed.

Library Renovation

The tender addendum should arrive tomorrow and the new closing date for the Library Tender is June 22nd, 2020. Barring any unforeseen circumstances, the tender should be awarded shortly thereafter. Chair reported the roof is not part of this tender and will be on a separate tender.

Much of the library's contents, which are not being taken to their temporary location at the old Visitor Centre, will be relocated. The Kingston Library is now open on a takeout basis only at the temporary location of 510 Main St.

Main / Maple Street RRFB Crosswalk

Department of Transportation and Infrastructure Renewal (DTIR) advised the Village that there will be an added cost to the project of approximately \$3,500. Crosswalks of this style have upgraded thermoplastic crosswalk lines that are etched into the pavement, which should last five years saving labour costs.

Approved Capital Projects 2020-21 (Budget / YTD Actual Amounts)

- Water Drilling Study	\$50,000	\$17,661
- KN5 / KN12 Lift Station Panels	\$40,000	\$32,647
- SCADA System	\$135,000	
- Main Street Easement Renewal	\$60,000	
- Balser Sidewalk Design	\$10,000	\$8,448
- Main/Maple RRFB Crosswalks	\$15,000	
- PW Building	\$250,000	
- Ravenwood Dugouts	\$13,000	
- Village Office Exterior Repairs	\$5,000	
- Recreation Storage Shed(s)	\$9,000	\$7,200
- Wastewater Lean-to	\$5,000	
- Tow-behind Boom Lift	\$40,000	\$38,291

Radar Speed Sign

Clerk stated the Village installed the radar speed sign on Greenwood Road South heading into Oakhurst Subdivision in an attempt to slow down speeders.

New Streetlights

Clerk stated three new streetlights will be required for Marilyn Court at a cost of approximately \$4,000. Clerk will get a price from Black & MacDonald. He stated that as each new street is developed, streetlights should be added.

Rail Trail

Clerk stated he received word that the Kings County Trail Society do not have funds to provide dust control for the abandoned rail bed. They have no problem with the Village taking on the dust control and suggested that Howard Little Excavating has experience with liquid dust control. Staff will get quotes for this work.

Public Works Building

Clerk stated there were four quotes to review. Clerk asked if Commission was interested in going with the lowest quote of \$20,000 submitted by Able Engineering or going out to tender to possibly get a cheaper quote.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER WEST TO AWARD THE TENDER TO ABLE ENGINEERING TO DRAW UP THE TENDER AND COMPLETE THE DESIGN WORK FOR A NEW PUBLIC WORKS BUILDING. MOTION CARRIED.

Correspondence

Chair Pierce stated he received a call from staff at the Kingston NSLC requesting that the Village Commission send a letter to their CEO requesting a cannabis outlet, particularly since Berwick received one. The response received was that NSLC would consider Kingston as a possible future location.

ADJOURNMENT

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BEARDSLEY THAT THE MEETING BE ADJOURNED AT 8:30PM. MOTION CARRIED.

COMMISSION CHAIRPERSON

CLERK/TREASURER