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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF DECEMBER 10, 2020

COMMISSION:

Wayne Fowler
Mike Bishop
Muriel West
Brad Beardsley
Neil Larder

Mike McCleave – Clerk/Treasurer

OPENING

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

REVIEW OF MINUTES

Chair asked for a review of the November 12, 2020 Regular Session meeting minutes.

Commissioner West stated an addition should be made under Business Arising. It should state "Garbage pickup is still happening at noon 'on Bridge St' causing traffic backups even after contacting Valley Waste.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BEARDSLEY THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF NOVEMBER 12, 2020 AS AMENDED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Fowler asked for any business arising from the minutes of November 12, 2020. No business arising.

CONSENT TO AGENDA ITEMS

Chair asked for any additions to the agenda.

Clerk asked to have the Community Development Student Work Term request added to the agenda as well as Greenwood Mall's request.

Commissioner West asked to have the cladding choices for the new library building added.

Commissioner Larder added the new public works building drawings to the agenda.

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

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

COMMITTEE REPORTS – See Full Reports

ENVIRONMENTAL SERVICES – See Full Report

Commissioner Beardsley if there was any kind of time frame for the arrival of the radio parts for the SCADA system. Clerk stated no but that the company offered the cellular version to get the system up and running sooner and were told to continue searching out parts.

PUBLIC WORKS – See Full Report

Commission asked if there was any word on the theft of the Christmas decorations from the VIC and other areas. Clerk stated there has not been any feedback.

RECREATION – See Full Report

Chair stated there were many positive comments regarding the upcoming 'Santa Drive Thru' tour of Kingston led by Recreation Coordinator in the Village truck followed by Santa and the Kingston Fire Department.

Commissioner West stated she was approached by a local business person who suggested having local businesses on the LED sign. Clerk stated the sign was for 'not for profit' organizations but that a generic message of 'Shop Local' could be added. Chair suggested getting the word out to businesses that the Village could be tagged on their advertisements and that other forms of social media with the Village could be used.

Public skate has to be cancelled over the Christmas break due to Covid-19 restrictions.

The New Year's Eve event is also cancelled but the fireworks may still be possible. Clerk stated the Village of Greenwood was willing to cost share and Kings County Council is being asked for monetary support by Councillor Armstrong. Commission discussed the issues of being able to hold such an event safely while adhering to the Covid-19 restrictions. Commission felt it would have been nice to hold such an event but that it would be too difficult to police. After a discussion, Commission agreed to cancel the New Year's Eve fireworks this year and possibly have them when the emergency restrictions are lifted.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER LARDER TO TABLE THE NEW YEAR'S EVE FIREWORKS FOR THIS YEAR AND REVISIT WHEN THE STATE OF EMERGENCY IS LIFTED, IF PARTNERS AGREE. MOTION CARRIED.

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

Steer BBQ Meeting

Commissioner West provided background to the Commission stating that the Village has been mediating at meetings between the Kingston Legion and the Kingston Lions regarding the sharing of the Steer BBQ fundraiser proceeds. The Kingston Lions ultimately submitted a letter (see Correspondence) stating that, since they are not receiving 75% of the proceeds, they have voted to pull out of the Steer BBQ. A meeting was called on December 8th by the Steer BBQ Committee members in the hopes of re-working the BBQ for the future. It was suggested at that meeting that, rather than focusing on one big fundraiser for the Lions and Legion, the Village would invite organizations to participate in the event by each holding their own function and keeping the proceeds. The second week/weekend of July will still be earmarked, but it will be for a new type of event in the Village. The Commission agreed to respond to the Lions thanking by them for bringing the inadequacies of the Steer BBQ to their attention and that the Village is looking forward to reinventing a new community event for Kingston that is favourable to all.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER WEST THAT THE VILLAGE COMMISSION SEND A LETTER TO THE KINGSTON LIONS, WITH A CC TO THE KINGSTON LEGION EXECUTIVE, ACCEPTING THEIR STEER BBQ LETTER AND THAT THE VILLAGE LOOKS FORWARD TO FAVOURABLE CHANGES TO THE EVENT. MOTION CARRIED.

CLERK/TREASURER REPORT

OPERATING BUDGET – See Full Finance Report

Clerk reported that, overall, the year end position is expected to be favourable. Please see next report for budget, actuals and variances.

Brush Bins

The Leaf/Brush bins expenditures for fall 2020, which were available for 5 weeks was \$3,500.

Library Renovation

The furnishings are starting to be put into place and they have begun moving their equipment in yesterday. Clerk stated he is still waiting for Federal approval of the time extension to re-side the exterior of the library building. The roof replacement started on Monday, December 7th, 2020. There is a small leak in the library right now but it will be repaired.

Western Woodlot Services Cooperative Ltd

The Village will be putting together a rental agreement for the Western Woodlot Services Cooperative Ltd to rent out our Visitor Information Centre (VIC) building. Commission agreed to have a lawyer draw up an official rental agreement.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BEARDSLEY THAT THE VILLAGE HAVE THEIR LAWYER DRAW UP AN OFFICIAL AGREEMENT TO RENT OUT 510 MAIN ST. MOTION CARRIED.

New Year's Eve – Fireworks

Clerk will inform the Village of Greenwood and the County of Kings of the Village's decision to cancel the New Years Eve fireworks.

Joint Accessibility Advisory Committee

Clerk informed the Commission that this new committee will be responsible to create an accessibility plan that the province requires by April 1st, 2021. Clerk stated if the Village of Kingston does not join this committee, it would be responsible to create its own committee and complete the plan alone. For every government committee member there has to be one public member so potentially there will be 8 public members from each area of the County of Kings. Commission agreed that joining this joint committee was the best decision for the Village.

MOTION #1

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BEARDSLEY THAT THE VILLAGE OF KINGSTON COMMISSION AGREES TO ACCEPT THE INVITATION FROM THE MUNICIPALITY OF THE COUNTY OF KINGS TO JOIN THE JOINT ACCESSIBILITY ADVISORY COMMITTEE, WHICH INCLUDES THE MUNICIPALITY AND OTHER VILLAGES IN KINGS COUNTY. MOTION CARRIED.

MOTION #2

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER BISHOP THAT THE VILLAGE OF KINGSTON COMMISSION AGREES TO SHARE THE COSTS OF OPERATING THE COMMITTEE, AS OUTLINED IN THE MUNICIPALITY'S OCTOBER 6, 2020 REQUEST FOR DECISION REPORT TITLED 'OPTIONS FOR ACCESSIBILITY ADVISORY COMMITTEE'. MOTION CARRIED.

Student Work Term

Clerk stated the Village received a request from an Acadia University student to complete a work term at the Village Office from February 22nd to April 6th for her community development program. Clerk will get more information from the student and the program. Chair stated it may be an opportunity to look at the possibly of hiring another staff person to look after social media and community development in order for the Village to grow. With the evolving way that people are doing business, more people are getting online and so more information needs to be promoted using social media. Commission agreed to have this added as a budgetary item and to have Clerk draft a job description.

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

- Water Drilling Study	\$50,000	\$17,661	
- Library Renovation	\$500,000	\$261,639	
- KN5 / KN12 Lift Station Panels	\$40,000	\$35,997	(Complete)
- SCADA System	\$135,000	\$91,714	
- Main Street Easement Renewal	\$60,000	\$40,774	(Complete)

- Balser Drive Sidewalk Design	\$10,000	\$9,386	
- Main/Maple RRFB Crosswalks	\$15,000		
- PW Building	\$250,000	\$2,733	
- Ravenwood Dugouts	\$13,000	\$5,006	(Complete)
- Village Office Exterior Repairs	\$5,000	\$3,153	(Complete)
- Recreation Storage Shed(s)	\$9,000	\$7,436	(Complete)
- Wastewater Lean-to	\$5,000	deferred	
- Tow-behind Boom Lift	\$40,000	\$39,072	(Complete)

New Public Works Building Plans

Clerk presented the design drawings for the new public works building. He reported that Able Engineering has received approval from the County for the variances, in order to go closer to the property lines. Clerk also confirmed the two lots will be amalgamated. Commission approved of the plans pending public works staff approval. Clerk stated the project will go to tender in January and the Commission can make a financial decision once tenders come in.

OPERATING BUDGET

General Operations

Clerk reported that nothing much has changed, other than interest on investments and taxes; there is more interest on there based on capital but it will drop back down.

Expenditures

Legal/professional fees have increased from budgeted amount. The lease/rental agreement should be the only upcoming fees.

Correspondence:

Kingston Lions Club Steer BBQ Letter

(Discussed Previously)

Greenwood Mall Concern

Chair stated he received a correspondence from Susan Tidman of the Greenwood Mall expressing concerns over the recent news of the Kingston Legion being fined for not following Covid-19 provincial health guidelines at their Sunday Bingo. She also understood that they will be continuing with Bingo and feels this news has and will continue to negatively impact businesses at the Mall. She stated the Mall has eliminated many of their events in order to have a safe environment. Chair explained to her that the Commission has no authority over these organizations. Commission agreed with this explanation.

Jehovah's Witness

Clerk stated the Village received a letter and a copy of a Jehovah's Witness publication called The Watchtower. The letter requested that all government officials read the publication and consider joining the Jehovah's Witnesses.

DISCUSSIONS:

Clerk reported the graffiti on the dugouts at Ravenwood ball fields has been painted over by staff.

Audience member Riley Peckford asked if the speed limit could be lowered, on Highway 1 in East Kingston, from 80km to 60km. Chair stated the request was made, several months ago, to the Department of Transportation to lower the speed limits at either end of the Village limits on Highway 1 and there has been no response to date.

ADJOURNMENT

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

COMMISSION CHAIRPERSON

CLERK/TREASURER