



Village of Kingston
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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF MARCH 11, 2021

COMMISSION:

Wayne Fowler - Chair
Mike Bishop - Vice Chair
Muriel West
Brad Beardsley
Neil Larder - Regrets

Mike McCleave - Clerk/Treasurer
Janice Knickle - Administrative Assistant

OPENING

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

REVIEW OF MINUTES

Chair asked for a review of the February 11, 2021 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BEARDSLEY THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF FEBRUARY 11, 2021. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Fowler asked for any business arising from the minutes of February 11, 2021.

Department of Transportation (DTIR) Issues

Dillon Consulting and DTIR are still in communications regarding the Balser Drive sidewalk design.

Student Work Term

The student has been on the job for two weeks now and has been busy preparing the March Break Day Camp activities as well as a business directory and some social media. Clerk will send the student job description out to commissioners.

CONSENT TO AGENDA ITEMS

Chair asked if there were any additions to the agenda. No additions.

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

As stated in report, the sewer line on Lincoln St. will need to be replaced. In order not to disturb the fairly new pavement, they will have to directional drill under the road. Clerk has added this cost to this year's capital budget.

Since there have been issues with the lift station radios, Clerk looked into the cost of cellular service for the lift stations that may be too low or too high to reach the antennas. He received a price of \$2,000 annually from Telus to have cellular service instead of radios. There would be no annual cost if we stick with RF (radio frequency) communications between lift stations.

PUBLIC WORKS – See Full Report

Chair Fowler stated he was asked unofficially by Craig Parsons if the Village would consider relocating the new Public Works building to allow for their subdivision plans. Commission agreed that any changes would have to be within their budgeted amount. Commission asked Clerk to call Craig to discuss this possibility and report back to them.

RECREATION – See Full Report

Chair Fowler reported the ice will be coming out of the Credit Union Centre arena the first week of April.

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

CLERK/TREASURER REPORT – See Full Report

Joint Accessibility Advisory Committee

The Joint Accessibility Advisory Committee requires a representative from the Village and a signature from the Clerk and Chair on the inter-municipal agreement.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER WEST THAT THE CLERK AND CHAIRPERSON SIGN THE INTER-MUNICIPAL AGREEMENT FOR THE JOINT ACCESSIBILITY ADVISORY COMMITTEE. MOTION CARRIED.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BEARDSLEY THAT COMMISSIONER BISHOP BE THE VILLAGE'S REPRESENTATIVE ON THE JOINT ACCESSIBILITY ADVISORY COMMITTEE. MOTION CARRIED.

Halifax Nordic Ski Club

The Halifax Nordic Ski Club, a non-profit group, requested funding in the amount of \$1,000 through the Village's Festivals and Events funding. See letter attached. Commission agreed to contribute funding to this group's efforts, which brought many winter visitors to Paragon Golf Course and Kingston.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER WEST THAT THE VILLAGE APPROVE FUNDING TO THE HALIFAX NORDIC SKI CLUB IN THE AMOUNT OF \$1,000. MOTION CARRIED.

Business Parking Concerns

A new business owner along Main St. asked the Village to help with their business parking space situation. They are frustrated that their closest parking spaces are being used by residential neighbours. They also feel that there is an unnecessary handicap sign that also impedes parking. They said the handicap parking space is the only one in the Village and asked if it could be removed now that the Dr.'s office is no longer there. They also asked for signs stating no long term parking is permitted by local residential tenants. After a discussion, Commission asked the Clerk to reach out to business owners first and present them with agreeable options before approaching the Department of Transportation.

Valley Credit Union Event

The Valley Credit Union has requested the use of the Steer BBQ grounds behind the arena to hold an event in May to support mental health. Commission agreed to this request.

West Kings High School Prom/Graduation

West Kings High School has requested to use the one of the Village's parks to hold their prom and graduation. Commission agreed to this and staff will make sure facility rental forms are filled out and that they would assume full liability for Covid-19 restrictions.

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

- Water Drilling Study	\$50,000	\$17,661	
- Library Renovation	\$500,000	\$451,878	
- 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	~\$18,000	(no invoice yet)
- PW Building	\$250,000	\$14,774	
- Ravenwood Dugouts	\$13,000	\$5,006	(Complete)
- Village Office Exterior Repairs	\$5,000	\$5,030	(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)

Plaque from NS Lieutenant Governor

The Village received a plaque from Nova Scotia's Lieutenant Governor with a message recognizing those who contributed to aiding their fellow citizens during the 2020 pandemic. A photo with the plaque and Commission will be taken.

CORRESPONDENCE

Doctors Group Meeting – See Letter

The Village received a letter of concern regarding the doctor shortage in our area and asked that the various levels of government do all they can to address the situation. Chair reported there is a part time assistant director who is working to recruit doctors

into the area and efforts are underway to try and make it a full time position. This is an effort the Village could contribute to if the Municipal Government Act (MGA) allows. Commission agreed to add as a budget line item if MGA allows.

Steer BBQ Cancelled - See Minutes

The Steer BBQ was officially cancelled for 2021 due to Covid-19 restrictions. Commissioner Beardsley did get 2 members of the fire department to sit on the committee when meetings do begin again.

FINANCE REPORT – See Report

There were no major changes from the previous month.

OPERATING BUDGET

Assessments are up this year which increases revenue by \$13,000. Commission discussed the increased cost of providing services each year and that the Village will have to rely on reserves and debt financing if the tax rate is not increased. Clerk will continue to work on a proposed budget for the public and a decision can be made at the next meeting.

Please see report for budget, actuals and variances.

CAPITAL BUDGET – See Proposed Capital Projects Report

Commission decided to move a budget item (bus shelter) into year 2 to confirm with the Department of Transportation and Irving Oil that it would not infringe on their property.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER BISHOP THAT THE 2021/22 CAPITAL BUDGET WITH GROSS EXPENDITURES OF \$1,232,000 BE APPROVED; TO BE FUNDED THROUGH SEWER RESERVES OF \$104,000, CAPITAL RESERVES OF \$883,000 AND THE REMAINDER THROUGH GAS TAX OF \$145,000, FEDERAL /PROVINCIAL FUNDING OF \$50,000, AND KINGS COUNTY FUNDING OF \$50,000. MOTION CARRIED.

ADJOURNMENT

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER BISHOP THAT THE MEETING BE ADJOURNED AT 9:45PM. MOTION CARRIED.

COMMISSION CHAIRPERSON

CLERK/TREASURER