



Village of Kingston
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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF JULY 8, 2021

COMMISSION:

Wayne Fowler - Chair
Mike Bishop – Deputy Chair
Muriel West
Brad Beardsley
Neil Larder

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 June 11, 2021 Regular Session meeting minutes.

**ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER BISHOP
THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES
OF JUNE 11, 2021. MOTION CARRIED.**

BUSINESS ARISING FROM THE MINUTES

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

Student Grant

Commission suggested, since the Village only received one student grant this year that staff could investigate what other towns/villages are including in their applications.

Sidewalk/Curbing

After viewing a picture of a sidewalk with no curbing in the Village of Bible Hill, the Clerk inquired as to how it was approved by the Department of Transportation (DTAT). They confirmed that there actually was curbing along their sidewalk but it had just worn down over the years. The policy with DTAT states that, when communities install sidewalk with curb and gutter, the Dept. then takes over the maintenance of the curb and gutter. However, Bible Hill stated the curbing never gets repaired by DTAT. Clerk also noted that the Village of Bible Hill funds its own sidewalks fully, since they do not receive gas tax from their County.

Doctor Recruitment

Don Hyslop, the Village's representative on the board to recruit doctors, informed Chair Fowler that they are working toward retaining a doctor from Africa.

J-Class Road Paving

The County plans to do Markland Rd this year, as scheduled in the J-Class road repaving list, rather than substituting with Victoria Dr.

Panel Shop

Now that restrictions have been lifted, the New Brunswick business is trying to schedule a time to install the SCADA system for the lift stations.

Tennis Instructors

There are no instructors available for a tennis program in Kingston.

Flag Policy

The suggestion was made to have the NS and Canada flags installed directly on the Village Office building on an angled bracket. Any other flag requests could be displayed on the LED sign. Clerk will put together flag policy criteria for the Village.

Sidewalk Design

Able Engineering was awarded the design contract for the East Main St sidewalk.

CONSENT TO AGENDA ITEMS

Chair asked for any additions to the agenda. An in-camera session was added.

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

COMMITTEE REPORTS – See Full Reports

ENVIRONMENTAL SERVICES – See Full Report

An insurance investigation is being conducted for the sewer backup on Shawn Dr.

PUBLIC WORKS – See Full Report

Commission commented on how nice the Village's flower gardens and hanging baskets look this year. Commission commented that the Scouts' garden needs to be weeded. Commissioner Beardsley will advise the Scouts group.

RECREATION – See Full Report

Commission asked if the day camp numbers will expand as restrictions lift. The day camp limit will stay at 15 for the summer.

EMILY HARRIS REPORT – See Full Report

The summer day camp is full and going well. The summer concert series is almost full.

CLERK REPORT – See Full Report

Financial Statements

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER LARDER TO APPROVE THE DRAFT 2020/21 FINANCIAL STATEMENTS AS PRESENTED. MOTION CARRIED.

Commissioner Election and AGM Dates – Phase 3

Advance Poll	Tuesday, August 3 rd , 2021
Election Day	Saturday, August 7 th , 2021
Annual General Meeting	Wednesday, August 4 th , 2021

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER LARDER THAT THE COMMISSION APPROVE THE DATES FOR THE ELECTION AND ANNUAL GENERAL MEETING AS PRESENTED. MOTION CARRIED.

Committee Members

Commissioners will be appointed to various committees at the September 9th meeting.

Microsoft 365 Roll-out

Clerk is working on the switch to Microsoft 365 and will send out emails and passwords to Commissioners as soon as the work is completed.

Property Taxes Arrears

Staff sent out arrears notices late June and which helped lower the total arrears amount.

Public Works Building Proposal

A tentative agreement has been reached between a developer and the Village to trade lands to facilitate the construction of a new public works building at a more suitable location. Now that a tentative agreement has been made, legal will have to be involved, and a letter will be needed from the Minister of Municipal Affairs signing off on the selling of the land.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER LARDER THAT THE COMMISSION ACCEPT THE OFFER FROM PARSON'S INVESTMENTS AS DICTATED IN THEIR LETTER, PENDING COMMERCIAL LAND ASSESSMENTS AND PERMISSION FROM MUNICIPAL AFFAIRS. MOTION CARRIED.

Commission asked that Clerk reach out to developer to advise them of the Commission's decision.

New Siding for Library

Clerk presented Commission with designs for the siding of the new library.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BEARDSLEY THAT THE COMMISSION ACCEPT OPTION 1 DESIGN PROPOSAL AS PRESENTED BY ERYN DAGLEY. MOTION CARRIED.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BEARDSLEY TO ACCEPT THE REPORTS AS PRESENTED. MOTION CARRIED.

CORRESPONDENCE:

Resident Michael Hamm Letter

The Village received a letter from Michael Hamm with a list of 5 main concerns including the Bridge St speed limit, speed camera on Bridge St, lack of crosswalks on Bridge St, no town water and rat problem. The Commission asked Clerk to respond to resident with the following information:

1. Village has recently supported Greenwood's request to have section of Bridge St speed limit reduced from 60kph to 50kph.
2. Village has placed the speed radar sign in his requested location.
3. Due to the enormous cost the Village has passed on the responsibility of a village water system to the county and they are in the planning process.
4. Village will contact Valley Waste regarding garbage/rat problem on Pleasant St.

Letter from 'The Confederacy of Mainland Mi'kmaq'

The Village received a letter and brochure from the Electoral Officer for The Confederacy of Mainland Mi'kmaq's Electoral Office explaining the services they offer. Commissioner West will pass on the information to local returning officer, Karl West.

In Camera Meeting

Commission went into an in camera session regarding a land request at 9:00pm.

The Commission ended the in camera session at 9:40pm.

DISCUSSIONS:

Former Commissioner Muriel Craig

The Commission was saddened to learn of the passing of former commissioner Muriel Craig who was instrumental in beautifying areas of the downtown and Stronach Park with shrub/flower beds and trees. She helped in the process of getting a new Visitor Information Centre built in the Village. She was also involved in many volunteer and fundraising groups and was Kingston's Volunteer of the Year in 2008.

Flooding on Westwood Ave

Commissioner West asked about solutions for the flooding on Westwood that has worsened since the new group home was built. Clerk reported it is between the owner of the group home and the Department of Transportation to figure out the drainage.

ADJOURNMENT

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER LARDER THAT THE MEETING BE ADJOURNED AT 9:50PM. MOTION CARRIED.

COMMISSION CHAIRPERSON

CLERK/TREASURER