



Village of Kingston
655 Main Street PO Box 254
Kingston NS B0P 1R0

ph 902 765-2800
fx 902 765-0807

KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF DECEMBER 8, 2022

COMMISSION:

Wayne Fowler – Chair
Mike Bishop – Vice Chair
Muriel West
Neil Larder
Lauren Avery

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 November 10, 2022, Regular Session meeting minutes.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER LARDER, THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF NOVEMBER 10, 2022. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Fowler asked for any business arising from the minutes of November 10, 2022.

Certification for Employee

Books have been ordered for employee's wastewater certification preparation.

Association of Nova Scotia Villages (ANSV)

Item regarding Villages needing access to Property Valuation Services will most likely be on the next ANSV meeting agenda.

Business Decorating Contest

Commission agreed to have staff advertise the business holiday decorating contest on the LED sign and on social media to help engage the businesses and community.

Office Building Windows

The glass has been ordered by South Shore Glass. It will take 8 to 10 weeks for the order to arrive.

Santa Comes to Kingston

Commission agreed the event was well organized and well received. Attendance was lower than usual, (pre-Covid) but this may be due to many flus and Covid circulating. Commission asked that staff send a thank you card to the cadets for their volunteer efforts at the event.

East Main Sidewalk

Tender should be ready to go out in January. Commission will base their decision on tender bid prices.

CONSENT TO AGENDA ITEMS

The following item was added to the agenda:

1. Letter of Support for Don Hyslop/Mid Valley Region Physician Recruitment & Retention Committee.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER BISHOP THAT THE COMMISSION APPROVE THE AGENDA WITH ONE ADDITION. MOTION CARRIED.

DEPARTMENTAL REPORTS:

ENVIRONMENTAL SERVICES – See Full Report

Sewer Lateral Replacement by Homeowner

In instances where the homeowner does not contact the Village to report a sewer problem, they hire an excavator and plumber, and the problem ends up being on the Village's end, the Village can provide some compensation to the owner.

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER AVERY THAT, AT THE DISCRETION OF SEWER MANAGEMENT, VILLAGE STAFF CAN COMPENSATE UP TO \$800 WITHOUT PRIOR COMMISSION APPROVAL FOR ANY SEWER LATERAL REPLACEMENTS THAT ARE REQUIRED DUE TO ISSUES OUTSIDE OF LANDOWNER'S PROPERTY. MOTION CARRIED.

Main St Sewer Lateral Location Change Request

Business owner requested to have a new lateral from the street installed in a different location so they could have the line abandoned under their floor and have plumbing directed out the opposite side of his rental home. Commission agreed the Village is not in the practice of relocating a lateral, that is operational, at its own expense. The job would have to be done at the owner's expense.

Greenwood Road Sewer Extension

NS Housing Authority asked Village sewer staff if there were any plans to extend the sewer system to Greenwood Rd. The sewer extension was not approved by the Commission earlier this year due to bids coming in way over budget. Item will be discussed again during the next Capital Budget process.

PUBLIC WORKS – See Full Report

Christmas Decorations

- Commission and members of the public complimented public works staff for a great job decorating the Village for Christmas.
- Commission agreed to add more durable commercial grade Christmas lights to the upcoming budget.
- Commission agreed that staff could occasionally change the colour of lights on the lampposts along the street from white only to red/white or red/white/green (poles only with silhouettes left white), but that either way is fine.

MT7 Snowblower

Staff will test the new MT7 snowblower when it snows.

RECREATION – See Full Report

Equipment Loan Program

Commission thanked staff for arranging to work after office hours (until 6pm) on Thursdays to accommodate those who cannot come in between 8am and 4pm.

Shinny Hockey Ice Time

Commission agreed to sponsor some daytime shinny hockey ice time as part of recreation's portfolio.

COMMUNITY DEVELOPMENT – See Full Report

Business Holiday Decorating Contest

The minimal response from businesses for this initiative may have been due to a late start asking them to be involved in the decorating contest. Commission would also like to have had it advertised on the LED sign. Commission suggested approaching businesses earlier next year (late October) to give them more time to plan. It could also be included in next fall's newsletter.

COMMITTEE REPORTS:

Steer BBQ

Commissioner West provided the following:

- Considering approaching The Roof Hound and Spurr Brothers to get involved in the beer tent next year (i.e., licensing).
- Will try to have a more structured event.

Joint Accessibility Advisory Committee (JAAC)

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER LARDER THAT THE VILLAGE OF KINGSTON APPROVE THE UPDATED TERMS OF REFERENCE, AS CIRCULATED BY EMAIL ON DECEMBER 5TH, 2022 FOR THE JOINT ACCESSIBILITY ADVISORY COMMITTEE. MOTION CARRIED.

Kingston Area Advisory Committee

N/A

Audit Committee

N/A

Soldiers Memorial Hospital Foundation – Dr. Recruitment

Commissioner West provided a report to the Commission of the meeting held November 17th – See full report.

- There is now a representative on the committee from Aylesford and one from the Bridgetown Legion.
- The committee has held various events to help the new doctors/families integrate into the community. On Dec 3 the Zedex Theatre was contracted to host 120+ people (from doctors' families to Food Bank recipients to Special Olympians) to a movie experience. A learn to curl session will be held for 12 children of healthcare providers on December 10th.
- The Valley Chamber of Commerce has hired a navigator who is working to recruit in the Kentville/Wolfville area. The Municipality of the County of Kings is helping to fund this position.

Agenda Addition – Letter of Support for Dr. Recruitment Committee

Commission approved a letter of support for Mr. Don Hyslop, Community Navigator for the Mid Valley Region Physician Recruitment & Retention Committee.

Association of Nova Scotia Villages (ANSV)

At the last Villages/Kings County meeting, Mayor Muttart explained the County wants to create an asset management plan of all 7 villages to simplify the process of approving developments by not having to consult with Villages about sewer/water capacity.

The County also explained that they are proposing a restructuring of the way gas tax is allocated to their Villages. It would be more of a grant program, and the County will have final approval of projects. Villages may lose the ability to choose which projects the money would be allocated to, even if the projects conform to the criteria. Villages who normally receive gas tax would also have a difficult time forming a capital budget over 5 years. Commission agrees that the grant program should be directly tied to the amount of gas tax the County receives from the Federal government. The County is holding a meeting early 2023 regarding the gas tax modification. All seven villages should have their commissioners attend.

Commission agreed to ask the ANSV to speak up for Villages on the issues raised at the Villages/Kings County meeting and ask the federal and provincial government if Villages could receive their own gas tax, rather than receiving it through the County. If that cannot happen, the seven villages in Kings County need to come up with a simplified grant program.

CLERK REPORT – See Full Report

Property Tax Sales

There is still one property eligible for tax sale.

Microsoft 365 Switchover

The conversion to MS 365 was completed last week with no issues. The next step would be to get the Commissioners connected and provide each of them with their own

tablet and email addresses for village business. They will have access to many documents online through SharePoint, as well as MS Teams and other office apps.

J-Class Roads 2023

The County has approved Bishop Ave, Prince St, Mosher St, and Polaris Court for repaving in 2023. The province may not have funding for all roads.

Irving Parking Lot Beautification

Clerk met with Michelle Moreau today to discuss possible landscaping ideas for the front of the Irving parking lot. She agreed to put ideas together in the new year.

Parsons Sewer Refund Request

Commission agreed that precedent dictates the Village can only refund customers for two years plus current year of actual charges for an incorrect sewer charge due to customer not reporting a change to their property status.

Bridge St (Windsor St) Crosswalk

Commission agreed to send a request letter to NS Department of Public Works for a crosswalk on Bridge St., near or at Windsor St.

Capital Budget Tentative Schedule

At Regular Session Meetings:

January 12, 2023 – Prioritize projects based on urgency and commissioner's goals.

February 9, 2023 – Capital Budget Analysis and Discussion

March 9, 2023 – Tentative Capital Budget Approval (may go to April 13 meeting)

Meetings are open to the public.

Capital Projects – See Report

FINANCIAL REPORT:

The Village remains in a surplus position.

CORRESPONDENCE:

Kingston Lions Christmas Eve Breakfast Invitation

Commissioner Fowler confirmed he will participate in the annual breakfast.

Royal Canadian Legion (RCL) Thank You

Kingston RCL thanked Chair for his participation in their Remembrance Day ceremony.

ADJOURNMENT

**ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BISHOP TO
ADJOURN THE MEETING AT 9:55PM. MOTION CARRIED.**

COMMISSION CHAIRPERSON

CLERK/TREASURER