



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 MAY 11, 2023

COMMISSION:

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

Mike McCleave – Clerk/Treasurer
Janice Knickle

GUESTS:

Martha Armstrong – Councillor, District 4 - Municipality of the County of Kings

COUNTY UPDATE

- Councillor Armstrong brought some information on smart cities and 15-minute cities in case the resident from the last meeting was in attendance. In 2018, the government of Canada began a Smart Cities Challenge grant program. The program was to help communities become smarter by being innovative and using data and connected technology to strengthen their community and improve the lives of their residents. Applicants would engage with their residents, define their Challenge Statement, develop their ideas, and submit their applications.
- The 15-minute city concept is an urban planning framework intended to set up communities in such a way that they would have access to all their needs within a 15-minute walk or bike ride from their homes — therefore, easier access to the grocery store, the bank, medical care, jobs, etc. This convenient planning idea became even more relevant during the pandemic.
- Received a complaint from a resident of Kingston regarding trees that overhang onto his driveway from a Village leased, County owned parcel of land. Clerk will advise staff.
- The main complaint at the District 4 meeting was about the rise in theft in the area, policing and the court system being too lenient. There were about 45 people in attendance. Councillor Armstrong encouraged people to come to the Police Advisory public meetings to voice any concerns.
- The budget at the County for policing was 9.3 million this year.

OPENING

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

REVIEW OF MINUTES

Chair asked for a review of the April 13, 2023, Regular Session meeting minutes.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BISHOP, THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF APRIL 13, 2023. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Commission discussed getting quotes for the conference room windows.

Commission discussed the possibility of getting car charging stations for the Village. Clerk confirmed that staff are looking into grants for the stations.

A speed sign on Maple St may not be possible since it would have to be too far off the road for a good line of sight. Clerk will have staff look at a viable location for the speed sign on Maple St.

Clerk has not heard back from the NS Department of Public Works regarding a speed reduction on Hwy 1 in east Kingston.

The Kingston Farmer's Market thanked the Village Commission for approving their request for funding through the Festivals and Events grant.

There is still a scout leader looking after the garden at the west end of the Village.

Rib Fest Support Request

The Village of Greenwood asked if the Village of Kingston Commission would want to support their Rib Fest event either through a \$2,500 sponsorship or a \$5,000 partnership. After a discussion:

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER AVERY THAT THE VILLAGE COMMISSION APPROVE A \$2,500 SPONSORSHIP TO SUPPORT THE RIB FEST ON JULY 29TH, 2023. MOTION DEFEATED.

The motion was defeated while the commission waits for more information from the Village of Greenwood.

CONSENT TO AGENDA ITEMS

Chair asked for any additions to the agenda. No additions.

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

DEPARTMENTAL REPORTS:

ENVIRONMENTAL SERVICES – See Full Report

Restaurant on Main St

As in report, sewer staff found that the sewer line replaced by Mama Sofia's had huge deposits of caked fat on inside walls of pipe. Commission asked if staff could check to see how this food establishment disposes of its fat.

PUBLIC WORKS – See Full Report

Recycled Asphalt on Trail

Commission agreed the recycled asphalt product was crumbly and not the same quality as the previous product that was applied to the other section of trail years ago.

Commission agreed to have Clerk advise Dexter's Construction of their disappointment with the quality and lack of a binder in the recycled asphalt. Commission would also like to know if there is something Dexter's can do to fix it.

Resident Putting up Own Speed/Stop Signs on Trail

Commissioner Avery was asked by a resident if it was okay that a neighbour put up their own stop/speed signs on the old rail bed. Commission advised that the neighbour could be liable for having the signs there. The Kings County Trail Society is responsible for having proper signs on the trail.

Recycled Asphalt on Irving Oil Parking Lot

After a discussion, Commission agreed to have Clerk issue a design and build tender for the beautification/stone planters in front of the Irving parking lot. This would include the parameters of a new bus shelter (waiting to hear about grant applied for by the County) and the fact that the Village owns the streetlamps. Clerk will also request a scope from NS Power for the two streetlamp installations. Commission suggested that the Village have a 'Quick Response Tender Policy'.

ON MOTION OF COMMISSIONER AVERY AND COMMISSIONER LARDER THAT A TENDER FOR DESIGN AND BUILD BE ISSUED FOR THE IRVING PARKING LOT BEAUTIFICATION. MOTION CARRIED.

RECREATION – See Full Report

Fitness Class Passes

Commission asked if the unused portion of fitness passes could be carried over to the next session. Clerk will discuss with recreation staff.

COMMUNITY DEVELOPMENT – See Full Report

Business Appreciation Event

Staff planned an alternate date of May 17th for the business brunch at the Lions Club from 9:30am – 11:30am. Commissioners Fowler, Larder and Bishop will attend.

Commissioners Avery and West are not able to attend. Commission asked if staff could confirm attendance of businesses attending in advance.

Art in the Park with 7Arts

Commission agreed to have 7Arts apply for funding through the Village's Festivals and Events funding application for their Art in the Park initiative.

COMMITTEE REPORTS:

Steer BBQ – See Full Report

Commissioner West provided these highlights from the March 22nd meeting:

- Paragon will offer a discounted rate for a golf tournament for Steer BBQ on Friday July 7th but would like another group to run/organize it. Commission suggested having the arena run the tournament and they could possibly keep the profits? The cost would be \$200 per team to enter.
- Hugh Moore will show 3 volunteers how to cook the steer.
- Atlantic Lottery agreed to sponsor \$1,000 for the event.
- Tents and tables have been asked for (from 14 Wing Greenwood).
- The Commission agreed on one of the submitted Steer BBQ logos.
- Pipes and Drums band has been booked for the parade.
- The Roof Hound Brewing Co. will offer beer with new logo on bottle.
- Commissioners were asked if they could take a shift wiping down dinner tables on Saturday.

Joint Accessibility Advisory Committee (JAAC)

Commissioner Bishop reported the last meeting was cancelled.

Kingston Area Advisory Committee

N/A

Audit Committee

Auditors were at the Village Office this week. The auditors advised that the committee hold meetings at least twice a year to discuss financial statements and review policies.

Soldiers Memorial Hospital Foundation – Dr. Recruitment Committee - See full report.

Commissioner West provided the following highlights from the Apr 20th meeting.

- At the meeting Commissioner West provided the Committee members with coffee and Timbits to say thank you from the Village for the service this volunteer committee provides to the area.
- Dr. Ward will be leaving the Kingston Medical Centre at the beginning of summer due to the military posting of her husband.
- 23% of the population is still without a doctor or nurse practitioner due to more doctors retiring and new people moving to the province.
- Rural Week for student doctors takes place in May.
- One PRAP doctor will be assessed at the Kingston Medical Centre.
- A 50/50 Raffle Box is being established to support the 42 hospital foundations in Nova Scotia.
- Committee is planning various ongoing activities for new doctors and their families as well as helping to locate housing, schools etc.
- This committee is the only volunteer doctor recruitment committee in NS.
- Doctors/Nurses appreciation week is the first week of May. Committee will deliver prepared lunches to medical centre staff.
- The Committee will have a booth again at the Steer BBQ on July 8th.

Association of Nova Scotia Villages (ANSV)

Commissioners are encouraged to attend the Annual General Meeting and workshops on September 15th and 16th in Pugwash.

CLERK REPORT – See Full Report

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER AVERY THAT THE RESIDENTIAL AND RESOURCE PROPERTIES TAX RATE BE SET AT 32.0 CENTS FOR THE 2023-24 FISCAL YEAR. MOTION CARRIED.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BISHOP THAT THE COMMERCIAL TAX RATE BE SET AT 41.3 CENTS FOR THE 2023-24 FISCAL YEAR. MOTION CARRIED.

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER AVERY THAT SEWER RATES FOR 2023-24 BE SET USING THE PROPOSED ADJUSTERS IN THE TABLE FOR THE 2023-24 FISCAL YEAR. MOTION CARRIED.

Old Rate	Proposed Rate	Adjuster
340.00	350.00	Sewer Rate
218.43	240.00	Commercial Service Adjustment
150.00	150.00	Vacant Lot Rate
0.00796	0.007960	Sewer Flow Rate
150.00	150.00	Room Rate
372.07	395.00	Gas Station Rate
962.26	975.00	Mnfr 1
1,744.90	1,765.00	Mnfr 2
754.01	770.00	Restaurant
380.22	400.00	Tea Room
18,184.92	18,562.58	Superstore
178.21	185.00	Service Clubs
170.00	175.00	Hotel Room

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER WEST THAT THE PROPOSED 2023-24 OPERATING BUDGET, DISSEMINATED AT THE APRIL 13, 2023 COMMISSION MEETING, BE ACCEPTED AND APPROVED.

ON MOTION OF COMMISSIONER AVERY AND COMMISSIONER LARDER THAT POLICY VOK-020 TITLED HARRASSMENT AND DISCRIMINATION POLICY BE APPROVED AS CIRCULATED TO THE COMMISSION BY EMAIL ON MAY 4, 2023.

Village Election (2 Positions) and AGM

Commissioner Larder and Commissioner Bishop are both up for re-election.

Nomination Period Thursday, May 11, 2023 – Wednesday, May 24, 2023

Nomination Day Wednesday, May 24, 2023

Advance Poll Tuesday, June 6, 2023

Annual General Meeting Thursday, June 8, 2023
Election Day Saturday, June 10, 2023

Commission agreed to hold the June Regular Session Meeting after the Annual General Meeting. Staff will advertise the new time for the Regular Session meeting.

Association of Nova Scotia Villages

The Annual General Meeting and Workshop will be in Pugwash on September 15th and 16th.

443 Pine Ridge Ave Sewer Issue

Resident inquired about village paying for larger portion of sewer repair. Staff stand by their decision that the amount the Village paid to resident was fair and sufficient. Commission agreed with staff decision.

Festivals and Community Events Funding

Walk Your Way – Autism NS Funding Request

Commission agreed to fund the Walk Your Way event.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER AVERY THAT THE VILLAGE APPROVE THE FUNDING REQUEST OF \$600 FOR THE WALK YOUR WAY – AUTISM NOVA SCOTIA. MOTION CARRIED.

Community Shredding Event – Lions Club

Commission agreed to fund the Community Shredding Event.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER AVERY THAT THE VILLAGE APPROVE THE FUNDING REQUEST FROM THE KINGSTON LIONS CLUB OF \$230 FOR A COMMUNITY SHREDDING EVENT. MOTION CARRIED.

Insurance

Cost of insurance for the Village has increased 15% this year.

Capital Projects – See Report

Public Works Building

The building should be completed by the end of April. Commission will tour the building once completed.

East Main St Sidewalk Design

Tender closed on March 30th and three bids were received. The three bids were \$481,673.40, \$492,959.50, and \$564,590.00 + HST.

Village Office Exterior

On April 11th the new office windows were installed due to broken seals. Commission agreed to have staff get a quote to replace the windows in the conference room.

Irving Parking Lot Beautification

Commission asked if it would be possible to have the work completed by Steer BBQ date and if the work for the lamp standards could at least be started. Clerk will ask staff about installing lamp standards. Commission will decide on whether to put a design out to tender.

FINANCIAL REPORT – See Report

The financial year-end report indicates a \$141,000 surplus and a sewer deficit of \$28,000.

DISCUSSION:

Park Benches

Commission agreed to cancel the two benches that have been on order for almost 2 years. Village staff will return money to resident for the one bench that he paid to have at Stronach Park as a memorial. Resident found a commercial grade bench at a local business. Staff will look at the quality of the bench to see if it is appropriate.

CORRESPONDENCE:

The Village of Greenwood has informally asked for help to fund the Rib Fest they are hosting this summer.

ADJOURNMENT

As there was no further business to discuss, Chair adjourned the meeting at 10:25pm.

COMMISSION CHAIRPERSON

CLERK/TREASURER