



Village of Kingston
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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF SEPTEMBER 21, 2023

COMMISSION:

Wayne Fowler
Mike Bishop
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 August 10, 2023, Regular Session meeting minutes.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BISHOP, THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF AUGUST 10, 2023, AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Disc Golf Course

The following maintenance items are needed for the disc golf course for next season:

- The tees on the disc golf course in Ravenwood have growth around them and need trimming.
- The area between holes could be cleared a bit more.
- More directional signage is needed between holes.

Business Meeting

Clerk will check with staff on details and a possible date.

Area Advisory Committee Member

Clerk will confirm with Sarah Naesmyth regarding taking a position on the Kingston Area Advisory Committee.

Capital Projects

Electrical Ventilation at Treatment Plant

The electrical ventilation's mechanical tender was awarded to Dillon Consulting, as part of the Wastewater Treatment Plant Assessment. Dillon arrived last week to do a primary visit walk-through.

Balser Dr Sewer Line

The sewer line replacement project was completed, and asphalt reinstated, which corrected the dip in the road.

Sewer Treatment Plant UV Room Flooding

Still waiting for the final draft.

New Salt Shed

The project needed a location certificate for contractor to begin the concrete part. The Brightspan building should arrive by the end of October.

Public Works Building

There is now a solution to the engineer's incorrect design specs, which did not pass NS Power inspection. Relays will be installed so the emergency lights are triggered when the other lights are turned off.

Irving Parking Lot

The bike racks and bus shelter have been ordered.

Bridge St. Crosswalk

Installation date by the province is unknown.

Broken Crosswalk Solar Panel by Needs Store

The NS Department of Public Works removed the damaged crosswalk's solar panel, left it open for three weeks and the post filled up with water, ruining all the electronics. Village is waiting for new panel installation.

KN#3 Lift Station

The contract was awarded to Mid Valley Construction for \$266,400.00.

Office Windows

The three windows have been ordered and should arrive in October.

CONSENT TO AGENDA ITEMS

Chair asked for any additions to the agenda. Chair added an in-camera session to discuss the Soldier's Memorial Hospital Foundation.

**ON MOTION OF COMMISSIONER WEST AND COMMISSIONER LARDER THAT
THE COMMISSION APPROVE THE AGENDA AS PRESENTED WITH ADDITION.
MOTION CARRIED.**

DEPARTMENTAL REPORTS:

ENVIRONMENTAL SERVICES – See Full Report

Commission commented that staff have all been working hard this summer keeping up with all the projects.

PUBLIC WORKS – See Full Report

Irving Parking Lot

Plants have been purchased and staff will install when new planters are finished.

Poles in New Sidewalk

The Village requested back in May that Bell/NS Power remove the two power poles in the new section of sidewalk in East Kingston and they have not yet been removed.

Greenhouse

The flowers for the Village cost an average of \$6,000/year. Staff member, with horticultural background, would like to present a proposal to the Commission to grow flowers in our own greenhouse. Commission agreed to read a proposal.

RECREATION – See Full Report

Kings County Trail Society Mural

Commission asked if mural artist Larry Lee could provide a sketch of his vision for the mural to be painted in Kingston.

Adoption of Anti Racism Charter

Commission agreed to adopt the Charter of Anti-Racism as presented by Recreation Nova Scotia (RNS). Commission also recognizes the need for a plan and a commitment of making sure there are no signs of racism at Village sanctioned events. Commission would like Recreation Coordinator to make sure the document guidelines are created for Commission to follow.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER AVERY THAT THE VILLAGE OF KINGSTON ADOPT AND SIGN ON TO THE ANTI-RACISM CHARTER IN RECREATION AS PRESENTED BY RECREATION COORDINATOR. MOTION CARRIED.

Commissioner West would like to attend an Anti Racism meeting with Fawn Logan-Young, Equity and Anti-Racism Coordinator with RNS.

COMMUNITY DEVELOPMENT – See Full Report

Summer Concerts

Commission held a discussion on how to attract more of a target audience to the summer concert series. Suggestion was made to have it as more of an event.

New Year's Eve Fireworks

Commission agreed that fireworks be held at 7pm this year to accommodate all ages.

COMMITTEE REPORTS:

Steer BBQ

Committee held a wind-up meeting on September 20th. An invoice is to go out from the Village to Fraser's for the Mechanical Bull. The Village of Greenwood, Sobey's, and the Credit Union have not yet paid their Steer BBQ donation.

Joint Accessibility Advisory Committee (JAAC)

Commissioner Bishop did not attend the meeting.

Kingston Area Advisory Committee

Clerk provided a notice of public hearing from the County regarding adding accessory dwellings to Residential 1 and 2 zoned properties, to help increase density.

Audit Committee

N/A

Soldiers Memorial Hospital Foundation – Dr. Recruitment Committee

Commissioner West attend a meeting today and presented the following update:

- Dr. Ajayi is now practicing at the Kingston Medical Centre.
- The new doctors were taken whale watching and to Raven Haven by some committee members.
- A garden near NSCC in Middleton was started to grow vegetables that the international doctors are more used to eating.
- A welcome event is being planned at the Annapolis Mess for the new doctors.

Association of Nova Scotia Villages (ANSV)

The date for the conference had to be changed from Sept. 14th and 15th to October 13th and 14th due to tropical storm. Commissioner West will not be able to attend.

CLERK REPORT – See Full Report

Sewer Bylaw Amendment

At the request of Municipal Affairs, the Commission agreed to remove the underlined wording from the following excerpt of the Village's sewer bylaw.

Any person who violates any provision of this By-law is guilty of an offence and is liable, upon conviction to a penalty of not more than Five Thousand Dollars (\$5,000) per day, and is in default of payment thereof, to imprisonment for a period not to exceed ninety (90) days and of less than ten (10) days.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER AVERY THAT THE VILLAGE COMMISSION APPROVE REMOVING "AND OF LESS THAN TEN (10) DAYS" FROM THE VILLAGE OF KINGSTON SEWER BYLAW. MOTION CARRIED.

JAAC Appointment

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER WEST THAT THE VILLAGE COMMISSION APPOINT ANDY NETTE FROM THE VILLAGE OF PORT WILLIAMS AS VILLAGE COMMISSIONER REPRESENTATIVE ON THE JOINT ACCESSIBILITY ADVISORY COMMITTEE FOR THE REMAINDER OF A THREE-YEAR TERM ENDING ON MAY 31, 2026. MOTION CARRIED.

2008 Dodge Truck and Spreader

Commission agreed to trade the '08 Dodge truck for a new salt spreader from Rick Balsor, including installation. The total cost for the Village would be \$1,600.

Capital Projects

The table below has been updated to show current expenditures up to August 31st.

2023-24 Projects	Budget	Tender w/ HST portion	YTD Actual	Status
East Main Sidewalk	1,200,000	502,318	22,764	C
Bridge Street Crosswalk	30,000			
Bus Shelter (and bike racks)	30,000	13,663		C
Railway Trail Paving+Irving lot paving	150,000	149,564	149,564	Z
KN#3 Lift Station Renewal	200,000	266,400	42	C
KN#2 Lift Station Panel Replacement	25,000	Deferred	Deferred	Z
STP – UV Building Renovation	95,000	31,167	14,535	Pre-T
STP – Electrical, Ventilation, Mechanical	303,500	54,000		Pre-T
Asset Management Plan	20,000	n/a		
Balser Drive Sewer Line	20,000	28,147		Z
Pumps and Laterals	20,000	n/a		
Irving Lot (less paving \$46,389)	30,000	27,583	1,993	C
PW Building Equipment	10,000	n/a	10,360	Z
Salt Shed	125,000	166,507	29,258	C
Truck #3 Replacement	75,000	68,921	68,921	Z
Disc Golf	20,000	18,500	19,280	Z
Total	2,050,000			

Year	Multi-Year Projects	Budget	Tender w/ HST portion	YTD Actual	Status
Prev	PW Building	475,000	388,700+86,300	381,976	Z
2023	PW Building Remaining	93,024	n/a	32,895	C
2008	DNR Greenspace Purchase	n/a	n/a	7,691	C

T - Tendering Process
C - Work started / Construction
Z - Finished

Paving around Planters

Commission agreed to get a cost comparison of asphalt versus pavers to go around the planters.

In Camera Session

Soldiers Memorial Hospital Foundation

The Village Commission entered the in-camera session at 8:25pm to discuss the Soldiers Memorial Hospital Foundation. The Commission ended the in-camera session at 10:00pm.

ON MOTION OF COMMISSIONER AVERY AND COMMISSIONER LARDER THAT THE COMMISSION AGREED TO WRITE A LETTER TO THE SOLDIERS MEMORIAL HOSPITAL FOUNDATION TO LET THE BOARD DECIDE THE OUTCOME THROUGH THEIR OWN BYLAWS. MOTION CARRIED.

ADJOURNMENT

As there was no further business to discuss, Commissioner West motioned to adjourn the meeting at 10:05pm.

COMMISSION CHAIRPERSON

CLERK/TREASURER