



Village of Kingston
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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF NOVEMBER 9, 2023

COMMISSION:

Wayne Fowler - Absent
Mike Bishop
Muriel West
Neil Larder
Lauren Avery

Mike McCleave – Clerk/Treasurer
Janice Knickle – Administrative Assistant – Absent

GUESTS:

Terry Brown, Manager of Inspections and Enforcement, Municipality of the County of Kings
Katie MacArthur, Accessibility Coordinator, Municipality of the County of Kings

OPENING

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

REVIEW OF MINUTES

Vice Chair asked for a review of the October 19, 2023, Regular Session meeting minutes.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER LARDER, THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF OCTOBER 19, 2023, AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

The business meeting and business decorating planning is ongoing.

Clerk will change line item of Tourism & Development to Community Development by next budget.

Clerk will contact owner of property on Main St to see about putting a mural on the west wall of the building.

The repair work for the crosswalk next to Needs Convenience Store started this week.

CONSENT TO AGENDA ITEMS

An In Camera session was added to the agenda.

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

Katie MacArthur 2030 Accessibility Presentation

In 2017 the province passed the Accessibility Act where all prescribed public bodies, such as government agencies, educational institutions, libraries, and museums, all needed to have an accessibility committee and plan.

The County of Kings formed a joint accessibility committee, which includes its villages, to create a plan. They hired an accessibility coordinator, whose job is to action the items of the plan. The province has been working on standards in six areas and they are starting to come in now. There will be changes to the NS building code, the fire code, as well as ideas for heritage buildings, regional accessible recreation items, accessible employment/hiring processes, education (universities etc.), transportation, bylaws, access to goods and services, and providing customer service and training.

The recommendations are supposed to be implemented by 2030 but may not be ready by then. Once approved, the recommendations will be enacted but not enforced for a few years. Regarding building codes, there will be training and education for building inspectors. Developers will also need to educate themselves with the new regulations and barrier free developments. There will be some training offered to government entities including plain language training for documents.

There are two provincial grants available now for accessibility upgrades, one where they pay two-thirds up to \$50,000 and the other covers half the cost of some upgrades. There will also be a federal grant available in December.

Katie will send information on set standards for crosswalk entrances in the Village.

Unightly Premise

Clerk advised Terry Brown, Manager of Inspections and Bylaw Enforcement with the County of Kings, of a problem household involving drugs and an unkept property, which is having an adverse affect on the community. Terry advised the owner of the home to contact his office and the dangerous and unsightly bylaw officer.

DEPARTMENTAL REPORTS:

ENVIRONMENTAL SERVICES – See Full Report

PUBLIC WORKS – See Full Report

Irving Parking Lot

Commissioners have received positive feedback on the new planters at the Irving parking lot.

Storage

Commission agreed there is no urgency to empty the barn and, if need be, a container could be purchased for storage. If the salt shed is not completed when more road salt is needed, it can always be delivered to the barn.

Dept of Labour Visit

Recreation Coordinator Liz Wright will be the Village's OH&S safety representative and will act as a liaison giving staff reminders of responsibilities.

RECREATION – See Full Report

Santa's Drive Through Kingston

Bob Larder will volunteer again to be Santa in the 'Santa Drive Through Kingston'.

Santa Comes to Kingston

A new member of the community, Norman Wight, will be the volunteer Santa at this event.

Insurance Inspection

The last inspection of recreational equipment was 10 years ago. The next inspection will be March 2024.

COMMUNITY DEVELOPMENT – See Full Report

Halloween Haunted Trail

This event, held next to the bandstand, was very well attended and was a big success. Improvements for next year will be better lighting.

Youth Expo

The youth expo will take place in Kentville on November 23rd.

COMMITTEE REPORTS:

Steer BBQ

Commission discussed having merchandise available for sale at next year's barbeque.

Joint Accessibility Advisory Committee (JAAC)

Commissioner Bishop received information about grants that are now available for accessibility endeavours. Mary Fox is Chair and Doug Ralph is the Vice Chair of the committee again.

Kingston Area Advisory Committee

N/A

Audit Committee

N/A

Soldiers Memorial Hospital Foundation – Dr. Recruitment Committee

Commissioner West reported that Dr. Ajayi is now practicing at the Kingston Health Centre and has secured accommodations in the area.

Association of Nova Scotia Villages (ANSV)

N/A

CLERK REPORT – See Full Report

Villages of Kingston & Greenwood Meeting

The meeting was held on November 7th. Commission agreed that each Village should send a letter to AVRL, the County, and the province requesting an increase in the hours for our local library since the Greenwood library has closed.

Christmas Dinner

Commission agreed to hold the Christmas dinner at the Roof Hound on December 4th at 6:00pm for 6:30pm dinner.

Wastewater/Public Works Staff

After a discussion, Commission agreed to retain a current public works staff member throughout the winter and an increase in his hourly wage. The new position would include being an operator in training for the sewer treatment plant.

Leaf/Brush Bins

Leaves were always emptied for free at Valley Waste in Lawrencetown and now they are charging \$105/ton. The cost was up to \$1,500 for two dumpster bins last week. Another option is to have the bins delivered directly to Torbrook C&D Disposal for a lesser cost or the budget should be revisited. Commission would like to see the County/Valley Waste hold a leaf pickup again. Commission agreed there should be signage at the site indicating the bins are for Kingston residents only.

Christmas Decorating Committee

Commissioner Avery provided the following update:

A new committee of 8 volunteers met last night and came up with a proposal of some specific decorating ideas to present to the village commission. These ideas would just enhance what the Village staff already puts up. Clerk will consult with public works staff on logistics and report back to the committee.

Capital Projects

Electrical Ventilation at Treatment Plant

Staff approved the 50% drawings, and the engineers are getting them finalized and getting tender documents ready.

Sewer Treatment Plant UV Room Flooding

The tender was issued on Tuesday and the closing date is November 23rd.

New Salt Shed

The concrete portion of the job is complete. The cover will be put on this month and then electrical will be installed.

Public Works Building
Deficiencies are being dealt with.

Irving Parking Lot
The project is almost finished, just waiting for the bus shelter and bike racks to arrive.

East Main Sidewalk
There was an overage due to more than estimated unsuitable soil underneath. Still waiting for poles in the sidewalk to be moved by NS Power.

KN#3 Lift Station
Shop drawings have been approved.

2023-24 Projects	Budget	Tender w/ HST portion	YTD Actual	Status
East Main Sidewalk	1,200,000	502,318	507,240	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	125	C
KN#2 Lift Station Panel Replacement	25,000	Deferred	Deferred	Z
STP – UV Building Renovation	95,000	31,167	20,939	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	30,304	Z
Pumps and Laterals	20,000	n/a		
Irving Lot (less paving \$46,389)	30,000	27,583	19,826	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

DISCUSSION:

Christmas Card Delivery

Commissioner West agreed to hand deliver Christmas cards again this year to all the Village businesses.

New Kingston Farmer's Market

The market organizers were honoured at the NS legislature late October for their contribution.

In Camera Discussion

The Commission moved into an In Camera session at 9:45pm to discuss new employment position and reconvened in public session at 10:25pm.

ADJOURNMENT

As there was no further business to discuss, the meeting adjourned at 10:30pm.

COMMISSION CHAIRPERSON

CLERK/TREASURER