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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF JULY 17, 2024

COMMISSION:

Wayne Fowler - Chair
Mike Bishop – Vice Chair
Maggie Travis
Neil Larder
Lauren Avery

Mike McCleave – Clerk/Treasurer
Janice Knickle – Administrative Assistant

GUEST:

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

OPENING

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

COUNTY UPDATE

Councillor Armstrong provided the following update:

- Committee of the Whole met and had first reading on a bylaw to bring in a deed transfer tax for purchased properties. This could be a revenue source for a possible recreational facility in the county. The rate ranges from 0 to 1.5% in other municipalities.
- Started first reading on a bylaw for a peace program. A clean energy company would work with residents to make their homes more efficient with heat pumps, insulation etc. The county would finance it through their tax bills.
- A Village/County meeting will be held in September to discuss the County taking back the preparation/issuing of village property taxes. The other agenda item will be the future distribution of gas tax/Canada Community-Building Fund (CCFB) to villages.
- Nominations for council/mayor close September 9th. Councillor Armstrong will begin campaigning in September. The municipal election voting dates are from the October 10th to 19th.
- Chair asked if Councillor could send a message that the paving at the right turning lane at Bridge St and Main St has long been in bad condition and needs to be repaired.

The Nova Scotia government recognizes the importance of advancing equity and anti-racism and wants villages to have a plan written and in place by April 1st, 2025. The Commission asked if the county will be spearheading the making of this standard plan with the villages and combining with the Joint Accessibility Advisory Committee (JAAC).

Councillor Armstrong advised village to contact Lexi Burgess to see if the Office of Equity Anti-Racism will be included with the JAAC.

REVIEW OF MINUTES

Chair asked for a review of the June 13, 2024, Regular Session meeting minutes.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER TRAVIS, THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF JUNE 13, 2024, AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Festivals and Community Event Funding

7Arts will receive \$40 per event if all 8 events take place at the Kingston Farmer's Market.

Business Group

It appears that no business wants to take on running a business group so the Village will not actively pursue it. Clerk will reach out to Valley REN for an update.

Oakhurst Subdivision Greenspace

Now that Steer BBQ is over, staff and commission will actively discuss it and then involve a community-based focus group from that area.

Steer BBQ Volunteers

Chair applauded all the Steer BBQ volunteers for their hard work and will send a letter on behalf of the commission.

CONSENT TO AGENDA ITEMS

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

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

DEPARTMENTAL REPORTS:

ENVIRONMENTAL SERVICES – See Full Report

Oil Spill

The oil spills, caused by an unknown driver, along Bridge St and into one of the Village's parking lots had to have sand added by the fire department. The village incurred a \$2,000 cost of hiring Loomer's Pumping Service to clean up the sand/oil spill. The RCMP requires a freedom of information request to find out who was responsible to get reimbursed by the insurance company.

Treatment Plant Permit to Operate

The Village has a Level 1 Collection operator and two Level 2 Treatment operators. Now, with the changes, the Village will require a Level 2 Collection operator, which will take a few years and is acceptable to the Department of Environment.

PUBLIC WORKS – See Full Report

Public Works Staff

Commission thanked public works staff for all their hard work preparing the Village for Steer BBQ.

Hanging Baskets

The flower beds look great, but the hanging baskets are not looking as good as past years. Staff may look at buying hanging baskets from another greenhouse next year. Commission may discuss getting a greenhouse in the next capital budget.

Flooding on East Main

The large rain event on July 4th was a learning curve regarding the ditches flooding next to the new sidewalk on East Main and making sure to clear debris from the storm grate.

New Crosswalk on Bridge St

The Village is getting price quotes for installing the new crosswalk on Bridge St. The project should be completed in August.

RECREATION – See Full Report

Tennis Court Resurfacing Request

The pickleball group is asking for a resurfacing of the tennis court. They have been advised that it is in year 4 or 5 of the capital budget.

Trees Beside Mural

Commission would like to have a few trees removed on the west side of the trail mural, for better visibility.

COMMUNITY DEVELOPMENT – See Full Report

July is a busy month for staff involved in Steer BBQ planning/preparation.

Steer BBQ Movie Night

The new larger screen worked very well to show the movie in the arena.

Business Community Engagement

Commission would like to have Community Development staff involved in engaging the local businesses to enliven the community, such as the Christmas wreath contest, and include social media posts regarding new businesses.

COMMITTEE REPORTS:

Steer BBQ

Commission would like to have a thank you message on the LED sign to all the Steer BBQ volunteers. Steer BBQ discussion will take place after the committee has had their wrap-up meeting in September.

Joint Accessibility Advisory Committee (JAAC)

N/A

Kingston Area Advisory Committee (KAAC)

N/A

Audit Committee

N/A

Soldiers Memorial Hospital (SMH) Foundation – Dr. Recruitment Committee

See Clerk's Report

Association of Nova Scotia Villages (ANSV)

N/A

CLERK REPORT – See Full Report

Highway 101 Sign

After a discussion, Commission agreed the original artwork for the sign did not transition well for the highway sign. This project has already been approved in the capital budget by the Commission, but it will be tabled to a future meeting. Commissioners Avery and Travis will explore other options.

Second Signing Authority

Commission agreed to have Vice Chair Bishop be the second cheque signing authority.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER AVERY THAT COMMISSIONER BISHOP BE THE SECOND SIGNING AUTHORITY. MOTION CARRIED.

Festivals and Events Funding Request

Autism NS – Annapolis Valley Chapter applied for \$1,000 through the Village's Festival and Community Events Funding Policy for their Autos for Autism event on July 21st.

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER TRAVIS THAT THE VILLAGE COMMISSION APPROVE \$450 FOR THE AUTOS FOR AUTISM EVENT ON JULY 21ST. MOTION CARRIED.

Equity and Anti-Racism Plan

The province is requiring Villages to have a plan in place by April 1st, 2025. Commission would like to have it be a group effort and included with the Joint Accessibility Advisory Committee, lead by the County of Kings. Commission will review the documents.

Property Tax Billings

The County of Kings has asked to take back the collection of taxes on behalf of the Village of Kingston, due to confusion for residents. After a discussion, Commission agreed the Village will continue to collect its own taxes. Staff will provide more information going forward for the residents regarding the two tax bills.

Canada Community-Building Fund (CCFB) County Proposed Changes

Gas tax allocation is a very important part of the Village's budgetary process. It allows the Village to plan for major infrastructure projects such as sewer and sidewalks. The proposed changes will be discussed at the September meeting with the County.

COMMITTEE APPOINTMENTS:

Soldiers Memorial Hospital Foundation - Commissioner Fowler

Dr. Retention and Recruitment – Commissioner Fowler/Commissioner Travis

Steer BBQ – Commissioner Avery/Commissioner Travis (Commissioner Larder will continue with the cooking of the steer)

Kingston Area Advisory (KAAC) – Commissioner Fowler/Commissioner Larder/Commissioner Avery

Joint Accessibility Advisory (JAAC) – Commissioner Bishop/Commissioner Travis

Audit Committee – Commissioner Fowler/Commissioner Bishop

Association of NS Villages (ANSV) – Commissioner Larder

ASSET MANAGEMENT PLAN

Many levels of government are not looking far enough into the future or saving enough money to plan for infrastructure replacement down the road. The asset management plan is to take all assets and put a lifespan on it. The Village has been advised that its existing reserves contribution amount of \$400,000/year is not enough. It should be more like a million dollars a year for future infrastructure replacement. There should be a plan for the maintenance and replacement of all capital budget projects.

More details will be provided at the information session. There may also be a public session meeting.

Capital Projects – See full report.

STP Flow Meter

The flow meter will cost approximately \$2,000 to be installed. The connection to the SCADA system has been quoted at \$7,759 + HST by Pennecon.

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER LARDER THAT THE VILLAGE COMMISSION APPROVE THE QUOTE OF \$7,759 + HST FROM

PENNECON TO HAVE THE STP FLOW METER CONNECTED TO THE SCADA SYSTEM. MOTION CARRIED.

STP Ventilation Tender

The Village received only one tender on July 12th. It was budgeted at \$303,500 and it came in at \$376,860 + HST. In the past few years, the Village has not been receiving many tender bids for its major projects and the costs have been much higher than budgeted for.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER AVERY THAT THE VILLAGE COMMISSION ACCEPT THE TENDER BID OF \$376,860 + HST FROM MID VALLEY CONSTRUCTION TO BE FUNDED THROUGH THE RESERVES FUND. MOTION CARRIED.

There will be one more tender issued this year for the new crosswalk installation on Bridge St.

CORRESPONDENCE:

Change of Command Ceremony at 14 Wing Greenwood

Chairperson Fowler and Commissioner Travis will attend the ceremony on August 23rd at 10am.

Letter from Kelly Hutton (for the Walker Brook Community Association)

On behalf of the Walker Brook Community Association, Kelly Hutton has made requests for:

- A painted, solar powered crosswalk with warning system installed at Brookside Drive on Main Street for the residents on either side.
- Move the west bound 80km speed sign 30 meters further west.
- Install a digital speed sign for traffic coming into Kingston from the west, set to 60km/hour.
- Install an asphalt apron on the south side of Hwy 1 and a 1.5-meter-wide connector from the apron to the Harvest Moon Trail.

After a discussion, Commission agreed that having a crosswalk where there are no sidewalks on either side and a paved path up to the trail are not ideal or long-term solutions. The commission agreed to advise the association that they are looking at options to extend the sidewalk on the north side of Main Street to the new development.

ADJOURNMENT

As there was no further business to discuss, Commissioner Avery moved to adjourn the meeting at 10:10pm.

COMMISSION CHAIRPERSON

CLERK/TREASURER