



Village of Kingston
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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF OCTOBER 10, 2024

COMMISSION:

Wayne Fowler - Chair
Mike Bishop – Vice Chair
Maggie Travis
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 September 12, 2024, Regular Session meeting minutes.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER BISHOP, THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF SEPTEMBER 12, 2024, AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

No business arising.

CONSENT TO AGENDA ITEMS

Chair asked for any additions to the agenda. One in-camera addition – upcoming staff requirements.

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

DEPARTMENTAL REPORTS:

ENVIRONMENTAL SERVICES – See Full Report

Sewer Camera

Commission appreciated wastewater supervisor's advice that it is not necessary to purchase a camera for sewer videoing.

UV Room Flooding Project

There is a meeting with Mid Valley Construction on Oct 15th regarding a start date.

KN2 Lift Station

The cast flanges that were sent for the KN2 lift station do not match. The company is looking for matching flanges.

PUBLIC WORKS – See Full Report

Eastern Hemlock Tree

Staff Steve Mosher is working on the logistics/calculations of treating the hemlocks in Stronach Park. Clerk will still check to see if there is support from the NS Department of Natural Resources.

Flower Beds

Commission commented on how beautiful the Village signs flower beds this year. The Village office also received many compliments this summer.

Sidewalk Snow Removal

Gillespie Horticulture & Sanitation has the 1-year contract with the option to renew each year for the next two years.

RECREATION – See Full Report

Pickleball

Pickleball has increased in popularity in the Kingston area and players used the tennis courts regularly this past summer.

Village Website

The Village website is hosted by Kings County and Village staff sends information to them to make changes. Village staff can upload minutes or post documents. The county created the website for \$7,000 and it has been free ever since. The other option was to go with Municipal Website Venture, who charge an annual fee.

Employee Job Description

This will be discussed during the in-camera meeting.

Crossing Guard for Main St Request

Commissioner Avery received a request from a resident to have a crossing guard at the crosswalk on Main St. near DeCoste Kitchens. Commission agreed the request should come in writing from the resident.

Christmas Dinner

Commission agreed to have a dinner this year for staff and commissioners.

COMMUNITY DEVELOPMENT – See Full Report

Christmas Card Delivery to Businesses

Commission would appreciate Emily preparing the Christmas cards. Chair Fowler agreed to deliver 20 cards, Commissioner Travis will deliver some and the rest will be delivered by staff.

COMMITTEE REPORTS:

2024 Steer BBQ

The partners attending the meeting on September 18th each provided a financial report. All partners did well except the Legion, who only made a few hundred dollars at their beer tent. Commission suggested the Legion may want to promote it better or maybe have it on Friday night with the food trucks. Commission also questioned the need for a beer tent at the Saturday afternoon family event.

The market may have to be held outside due to the excess heat in the arena.

Revenues - \$14,000 budgeted \$10,600

Expenses - \$22,500 budgeted \$20,000

A planning meeting will be held in January.

Joint Accessibility Advisory Committee (JAAC)

Commissioner Bishop reported the next meeting will be in December.

Kingston Area Advisory Committee (KAAC)

See zoning letter from the County of Kings. A zoning change could affect all R5s in Kings County.

Audit Committee

N/A

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

N/A

Association of Nova Scotia Villages (ANSV)

Chair Fowler is the new treasurer. Commissioners Larder and Bishop attended the conference on September 20th and 21st in St. Peters and felt the presenters were good. There were 4 representatives/presenters from the Department of Municipal Affairs and Housing (DMAH) including Jason Haughn, the Village rep. The ANSV, in conjunction with DMAH, is working on a code of conduct for all NS villages. The Village of Greenwood may cohost the conference in a few years with the Village of Kingston.

CLERK REPORT – See Full Report

County/Village Meeting

Chair Fowler and Commissioners Bishop and Larder attended the meeting on Wednesday, Sept 18th. All seven county villages heard the County of Kings' new proposal to replace gas tax. The new system is known as Village Infrastructure and Capital Enhancement (VICE). Each Village's concerns were addressed. It will be a grant system so if the Villages receive 50% funding from VICE, they can still receive other sources of federal funding. The County only wants to see a 5-year capital plan of the projects each Village wants to fund using the VICE program. The County will also be using the asset management plan when considering village capital projects.

A letter has been created by the county's seven villages that includes a list of suggested amendments to the proposed program.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER BISHOP THAT THE VILLAGES SEND THE LETTER TO THE ASSOCIATION OF NOVA SCOTIA VILLAGES. MOTION CARRIED.

Reserves/Asset Management Plan

The Village puts \$400,000 into reserves annually and should be putting in \$550,000 for the asset management plan, as advised by AIM Network engineer Matt Delorne.

Capital Projects – See Full Report

Bridge St Crosswalk

Nova Scotia Department of Public Works (NSDPW) area manager has not yet visited the site of the new crosswalk but should be visiting the site next week with Village Public Works Supervisor Dan Lundrigan. NSDPW may end up doing the installation.

Department of Natural Resources (DNR) Greenspace Purchase

The delay in the purchase involves survey problems where the trail and highway 1 overlap. Clerk asked to purchase sections that don't have the survey problem, and DNR is looking into that request.

CORRESPONDENCE:

West Kings District High School

West Kings boys team manager made a request for the Village to sponsor an ad in their booklet for the hockey tournament in October. Since the Village is not allowed to sponsor advertisements, Commission agreed to have it on the LED sign and have staff provide a welcome letter to the teams.

NS Justice

Commissioner Travis will advise staff if she is able to attend the 2024 Crime Prevention Symposium in Halifax on November 14th and 15th.

Soldiers Memorial Hospital

Virtual urgent care is now being offered at Soldiers and an information session is being held on Thursday, October 24th from 3pm to 6pm.

In Camera Session

In camera session began at 8:32pm to discuss upcoming staff requirements.
Session ended at 9:40pm.

ADJOURNMENT

As there was no further business to discuss, Commissioner Bishop moved to adjourn the meeting at 9:45pm.

COMMISSION CHAIRPERSON

CLERK/TREASURER