



Monthly meeting of Village Commissioners of Kings Square

Date: Oct 21, 2025

Present: Chair Michael Keith, Vice Chair John Foote, Commissioner Ric Hamilton, Commissioner Doug MacLean, Commissioner Kevin Ernest (arrived at 8:40pm) and Clerk Judy Rafuse

Firefighters: Chief Wayne Johnstone, Deputy Chief Tom Whitman, Firefighter Vaughn Gates and Firefighter Ron Rafuse

Regrets:

Guests:

Call to Order: Chair Keith called the meeting to order at 8pm

1. **Approval of Agenda:** Add request for funding sound system for Remembrance Day service at Waterville Memorial site. Motion made to approve the request for funding by Commissioner MacLean, seconded by Commissioner Hamilton. Carried.
2. **Approval of previous month's minutes:** Motion to approve minutes as circulated made by Commissioner Hamilton, seconded by Vice Chair Foote. Carried.
3. **Accounts:** Clerk Rafuse presented the bank reconciliation to September 30th. Motion to approve made by Vice Chair Foote, seconded by Commissioner MacLean. Carried.
Clerk Rafuse presented the Accounts payables list. Motion to approve made by Vice Chair Foote, seconded by Commissioner Hamilton. Carried.
Comparative Income Statement was reviewed. Chair Kieth noted the quote for the security cameras came in a bit over budget and the quote for the executive laptop came in under budget.
Reminder that budgets for 2026-2027 need to be worked on right away.
4. **Fire Department**
September Incident Report- as in meeting package
Fire Chief's Report- Chief Johnstone noted he has contacted Emergency Management re: fuel usage for vehicles responding to the Woodland fires in West Dalhousie and Lake George. We may be compensated for some.
Live Fire Trainer- Irving working on, nearly finished. Looking at training in early November.
5. **Fire Department Maintenance Report:** Ladder truck has been certified. Unit #52 needs tires at a cost of approximately \$2000.

Roscoe Construction is working on retrimming on Station 1. There was some rot. Trim is being replaced with a more durable plastic product.

Firefighter Gates received quotes for heat pump for Village office-\$7000 and a bug zapper for same \$500.

A/C in Radio room and executive offices was repaired again.

Firefighter Rafuse reported after hoses have been tested, 8 lengths have been thrown out with holes in them with hoses on 2 trucks still left to test. Discussion was held around ordering hose and having couplings attached on site and the liability attached to that. Fire Department to contact supplier to see if couplings we have can be sent to be attached by them and returned. Commissioner Ernest arrived.

Firefighter Rafuse also noted harnesses for the ladder truck need to be ordered. 1 is a replacement for a worn harness plus 2 larger size harnesses.

Commissioner Hamilton made a motion to purchase the harnesses as non-budgeted capital items. Commissioner Ernest seconded. Carried.

Building Rental Report- attached, both September and August. Facility was used 48 times in September and 54 times in August.

6. **Correspondence:** Invitation to Sod Turning Ceremony at Annapolis Valley First Nation
Notice of Strawberry Pow Wow at Annapolis Valley First Nation

Request for funding sound system for Remembrance Day service in Waterville

Vice Chair Foote made a motion to approve the request for funding for the sound system for the Waterville Remembrance Day service, Commissioner Hamilton seconded. Carried.

Chief Johnstone brought a request from Donna Johnstone on behalf of Waterville Baptist Church to have a Village representative lay a wreath at the Remembrance service on November 9th at 10:30am. Commissioner MacLean volunteered to attend and lay a wreath.

7. **Business Arising from the Minutes:**

JAAC- nothing to report

Bus shelters- permits all in. We had to pay a deposit on two of them. \$5000 for the shelter placed by Penner's near Rafuse Rd and \$300 for shelter placed in Cambridge. These deposits will be returned after an inspection in 12 months providing all highway property remains undamaged.

The actual shelters will be delivered shortly before Christmas.

Trailhead Report- interpretative panels are installed, cement has been poured for trash cans.

Bus Shelter repair- a light on one of the bus shelters flashes on and off all day, does nothing at night. Parts are required for approximately \$359.

Sidewalk sweeping- Chair Keith received an email from Brian Chandler in Cambridge asking about sweeping of sidewalks installation of benches. Curb cleaning has not been completed, so sidewalk sweeping not completed.

Discussion was held on benches and trash/recycle containers to be installed. One could go by Timbridge, the new development in Cambridge and Roscoe's will install it.

A second location will be identified.

Commissioner Ernest made a motion to purchase 2 benches and 2 trash containers.

Commissioner MacLean seconded. Carried.

Building Modification Report: Chair Keith and Firefighter Gates reported that consideration is being given to removing storage rooms and janitors room to install a negative pressure room for bunker gear. A lean to shed to be built on the back of the lounge for storage. Quotes are being sourced. A meeting will be held in a month.

Name Change- getting a quote from Roscoe Construction to change name on the front of the building to Village of Kings Square.

Chief Johnston noted: Rick Rood installed a light on the North side of Maple St which illuminates the Memorial site quite well.

8. **New Business:** reminder that commission expenses must be posted on the website. Clerk Rafuse to develop a form to be posted.

Snow removal tenders: 2 tenders were received for each location, Station 1 and Station 2.

Commissioner Maclean made a motion to retain Howard Little Excavating for snow clearing at Station 1, 1415 County Home Rd., Cambridge. Commissioner Ernest seconded. Motion carried, 3 for, 1 opposed.

Commissioner Maclean made a motion to retain Twin Mountain Construction for snow clearing at Station 2, Highway 221 Woodville. Commissioner Ernest seconded. Commissioner Hamilton noted, going forward the commission must adhere to current policies. Motion carried.

Association of NS Villages Staff Person- discussion was held on the amount the Village of Kings Square will allot for this position. Commissioner Hamilton made a motion to allow \$3000 in the first year of employment, \$4000 in the second year and \$5000 in the third year and reviewed annually. Vice Chair Foote seconded. Carried.

EV Charges: Commissioner MacLean is helping Commissioner Hamilton get information on EV charges.

9. **Other Business:**

10. **FYI:** Meet and greet with Councillor Best, Oct 22, 7-9 pm at the Waterville Fire Hall

11. **Adjournment:** Vice Chair Foote made a motion to adjourn at 9:26pm.