



Monthly meeting of Village Commissioners of Kings Square

Date: April 21, 2026

Present: Chair Michael Keith, Vice Chair John Foote, Commissioner Doug MacLean, Commissioner Ric Hamilton, Commissioner Kevin Ernest 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 with all parties present at 7:55pm.

1. **Approval of Agenda:** Vice Chair Foote moved the approval of the agenda with the following amendments: add 8 c. Retired member, 8 d. Meeting with Municipality of Kings, 8e. Meeting with Department of Public Works. Commissioner Ernest seconded. Carried.
2. **Approval of previous month's minutes:** Commissioner MacLean made a motion to approve the previous months minutes as circulated, Commissioner Hamilton seconded. Carried.
3. **Accounts:** Clerk Rafuse presented the bank reconciliation for the month of March. Commissioner Ernest made a motion to accept, Vice Chair Foote seconded. Carried. Accounts Payable reports were presented. Commissioner Hamilton made a motion to accept as presented, Vice Chair Foote seconded. Carried. Comparative Income Statement to the end of March was reviewed. This represents the year end report.
4. **Fire Department-**
 - March Incident Report-** attached (18 incidents reported)
 - Fire Chief's Report-** Chief Johnstone reported an upcoming meeting re: Fire Service Modernization on April 30th at WDFD. MLA Chris Palmer, the Minister of Emergency Management, and 4 fire chiefs from Kings County will come together to discuss the study and tour WDFD facilities.
 - Building Rental Report-** attached (Banquet hall-30 rentals, Banks room 16 rentals and kitchen-2)
5. **Fire Department Maintenance Report:** Building maintenance- Stn 1 needs ceiling fans replaced. 6 new fans at a cost of \$2400. The training tower had a small water leak fixed.

Truck maintenance- Firefighter Gates has checked tires to see which ones need to be replaced to be in compliance with applicable standards. There are 3 units with tires over 18 years old, one with 11-year-old tires. Tires can be bought from Michelin through Shay Tire which allows a \$150-\$200 discount per tire. Approximate cost of \$18,000 to replace all tires to be in compliance.

Ends of new hose have been attached and tested and all are ok.

Concern was raised about two vehicles parked in the parking lot (prime parking spaces) that have been there for some time without moving. Clerk will call RCMP to see if they can be removed.

6. Correspondence: N/A

7. Business Arising from the Minutes:

a. JAAC- no report

b. Building Modification Report- Work has begun on the renovation to install the negative pressure room for PPE. Hall side to be done this week.

Compressor had to be moved due to proximity to propane tanks.

c. Bus Shelters- 4 all done, 1 needs a bench, 1 needs bench/glass. Damaged roof on one has been replaced, light at shelter at Cambridge Convenience has been fixed to come on at dusk and off at dawn.

d. Benches are here and put together. Roscoe Construction is pouring a pad for a bench and trash cans in front of Timbridge Place. The pad will be large enough for a future bus shelter. Chair Keith noted that Danny Bezanson has been very gracious in allowing us to store the bus shelters in his warehouse and working with contractors to get materials out. Commissioner Ernest made a motion to purchase 2 x \$100 gift cards to show our appreciation. Commissioner MacLean seconded. Carried.

Vice Chair Keith has spoken to Elroy Mills to place a bench at the corner of Hwy 1 and Wood Subdivision. A permission form will be obtained for such.

e. Tablets- Clerk Rafuse has been corresponding with Bell to find a proper plan for the tablets in the fire trucks. A contract has been signed for \$15 per line/month with unlimited data to 3 GB. This is comparable to what we are currently paying and will enable the tablets to be set on date at all times. Clerk Rafuse will monitor for any irregularities.

8. Other Business: Policies-

a. Mileage & Expense Policy- Commissioner Hamilton made a motion to approve the Mileage & Expense Policy. Commissioner Ernest seconded. Carried.

b. Social media policy- draft for review. Will be reviewed with feedback at a future meeting.

c. Retired member- Vice Chair Foote expressed concern of a retired fire department member assisting an operation without safety glasses. A reminder to be diligent about these types of issues.

- d. Municipal District meetings- Commissioner Hamilton mentioned the feedback obtained at the district meetings held around the county is on the municipalities website but no information was provided to Village offices.
- e. Question re: Capital projects-any information on sidewalk from Hwy 1 to Michelin. A recent email from Dept of Public Works engineer indicates this is 1-2 years away and funding from the Municipality of Kings is still being sourced.

9. Other business:

- a. County reports (sent in or councillor present)
- b. Guests wishing to speak

10. In Camera-if needed

11. Adjournment:

Next meeting: May 19, 2026 at 8pm