



Village of Kingston
671 Main Street PO Box 254
Kingston NS B0P 1R0

ph 902 765-2800
fx 902 765-0807

August 3, 2016

Chairperson M. Armstrong
Commissioner J. Pierce
Commissioner B. Carter
Commissioner D. Holmesdale
Commissioner P. Parsons

Dear Commissioner Members:

Attached for your review is the Agenda for the regular Village meeting scheduled to take place at 7:00pm on Wednesday, August 3, 2016 at the Kingston Village Office.



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REGULAR COMMISSION MEETING AUGUST 3, 2016

AGENDA

1. Review of Minutes of Meeting held July 6, 2016
2. Business Arising from the Minutes
3. Consent to Agenda Items
4. Committee Reports
 - i. Wastewater
 - ii. Public Works
 - iii. Recreation
5. Finance Report
6. Discussions
7. Correspondence
8. Adjournment



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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF JULY 6, 2016

COMMISSION:

Martha Armstrong - Chair
Don Holmesdale – Vice Chair
John Pierce - Absent
Bruce Carter
Paul Parsons

Mike McCleave – Clerk/Treasurer - Absent
Janice Hatfield – Administrative Assistant

KINGSTON PLANNING ADVISORY COMMITTEE:

Martha Armstrong - Chair
Paul Parsons
Muriel West
Muriel Craig
Wayne Fowler
Wayne Atwater – Councillor District 5, Municipality of the County of Kings
Diana Brothers – Warden, Municipality of the County of Kings - Absent

GUESTS:

Steven Banks – Eastlink Site Manager
Mark Fredericks – Planner – Municipality of the County of Kings

KINGSTON AREA ADVISORY MEETING

Chair Armstrong called the Kingston Area Advisory Committee meeting to order at 7:00pm.

PRESENTATION – PROPOSED EASTLINK CELL TOWER

County Planner Mark Fredericks presented the report to the Kingston Area Advisory Committee for the Eastlink proposed 25 metre cell tower in Kingston. It would be located on a leased portion of a commercially zoned property located at 408 Markland Road behind the existing Rona Cash and Carry Building Supply Store. The monopole structure is intended to extend Eastlink cellular service to the residents and businesses in the area.

Mr. Fredericks explained approval would ultimately come from the Federal Government/Industry Canada but that the municipalities are included in the process since they are responsible for land use management and planning. Mr. Fredericks provided the background report which included the results of the public meeting and recommendations to consider.

ON MOTION OF WAYNE ATWATER AND WAYNE FOWLER THAT THE KINGSTON AREA ADVISORY COMMITTEE (AAC) RECOMMENDS THAT THE PLANNING ADVISORY COMMITTEE (PAC) RECOMMEND THAT MUNICIPAL COUNCIL APPROVE THE APPLICATION BY EASTLINK TO SITE A 25 METRE TELECOMMUNICATIONS TOWER ON A LEASED AREA OF PID#55442651 BEHIND THE EXISTING RONA CASH AND CARRY STORE. MOTION CARRIED.

There being no further discussion, Chair Armstrong adjourned the meeting at 8:12pm.

OPENING

Chair Armstrong called the Regular Session meeting to order at 8:13pm.

REVIEW OF MINUTES

Chair Armstrong asked for a review of the June 1st, 2016 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER HOLMESDALE AND COMMISSIONER PARSONS THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF JUNE 1ST, 2016 AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Armstrong asked if there was any business arising from the minutes of June 1st, 2016.

Commissioner Parsons asked when the curbing and sidewalk work will be completed on Bridge St. Chair stated the work is supposed to be completed by Friday.

Chair asked about the status of the letter to the Fire Department regarding partnering on the LED sign. Clerk will report at the next meeting.

Commission requested the speed sign be moved over to Marshall Road for traffic heading south.

COMMITTEE REPORTS – See Reports

RECREATION

Commissioner Holmesdale stated the Steer BBQ Committee met last night and that there was a hold up with the printing but that advertising is now out as of Monday.

TOURISM

Staff reported there was a typo in the number of visitors for the month of June; that it should state 430.

Wastewater, Public Works, Recreation and Tourism reports were received as presented.

MONTHLY CLERK'S REPORT – See Report

Chair asked that the property tax report be presented at the next meeting when Clerk is present.

BISHOP/PRINCE/WINDSOR STREETS SEWER PROJECT

The Village received 3 bids and awarded the contract to Mid Valley Construction for \$152,040 +HST. The Commission voted via email on June 26th based on the Policy and Finance Committee's recommendations. The motions were approved - see monthly finance report.

ASSOCIATION OF NOVA SCOTIA VILLAGES (ANSV) ANNUAL GENERAL MEETING (AGM)

Commissioner Holmesdale stated he will attend the two day event on September 16th and 17th as Treasurer of the Association. He also stated he attended the Village of Aylesford's commission meeting to encourage them to attend and that letters will be going out to all villages shortly for attendance confirmation. He reported there will be an agenda by the next meeting.

BRIDGE STREET AND MAIN STREET INTERSECTION

After a discussion the commission agreed to have staff formally request that the Department of Transportation re-examine the possibility of a left turning lane at the intersection of Main Street and Bridge Street.

LAND SURVEYS

The surveys are near completion and Clerk estimates the Village will be purchasing 4 hectares of land from the Department of Natural Resources.

Monthly Clerk report was received as presented.

CORRESPONDENCE:

Fort McMurray Fundraiser Funding Request

The Village received a letter of request for funding (no specific amount) for an event to be held at the rink on July 23rd but there has been no contact made with the office since the request was made.

1st Kingston Scouts Request

The Village received a letter from the 1st Kingston Scouts stating they would like to propose entering a contest to win 1,000 red and white tulip bulbs to celebrate Canada's 150th Birthday in 2017. The proposal is if they win they would like to plant them somewhere along Main St. at a planting ceremony in September 2016 and hold a celebration ceremony on July 1st, 2017. They stated their scouts would plant the garden but would require help maintaining it.

The Commission advised staff to let them know to contact the Village office if they win and at that time the location could be determined.

DISCUSSIONS

Audience member Muriel Craig asked where the community gardens were located. Chair Armstrong stated there were some located behind the churches but was not sure if the ones at the Rec Hut had anything planted in them.

COUNTY UPDATE

Chair Armstrong asked if Councillor Atwater had any items to report on.

Councillor Atwater stated the Utility and Review Board should have a decision made on or before July 12, 2016 regarding the Municipality of the County of Kings' application to reduce the number of councillors and polling districts and amend current district boundaries.

Councillor Atwater reported the county received a letter from the Kingston Lions Club and Legion requesting permission to have directional signs located off site on Victoria Rd and Park Rd.

Councillor Atwater also reported that another public meeting regarding the zoning changes will take place soon.

Commissioner Parsons asked if there were any plans to pave Victoria Dr. Councillor Atwater stated there is nothing in the works.

Commissioner Carter asked Commissioner Parsons if there was any update on the medical clinic. Commissioner Parsons stated the cement had to be removed from the floor in order to insulate.

ADJOURNMENT

**ON MOTION OF COMMISSIONER HOLMESDALE THAT THE MEETING BE
ADJOURNED AT 8:50PM. MOTION CARRIED.**

COMMISSION CHAIRPERSON

CLERK/TREASURER



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **August 3, 2016**
Re: **Environmental Services Report**

July 27th was the commissioning and start-up of the new generator at the sewer treatment plant. Generator suppliers went over daily weekly and monthly maintenance checks. The generator transfer switch was discussed and treatment plant staff was educated on the functions and programming of the unit. The time delay for when power goes out and generator comes on is 45 seconds and can be reprogrammed on the transfer switch computer input screen. Generator controls can also be accessed via computer web site with the right password. This includes being able to turn generator on and be able to monitor the live functions of generator while it is running, such as voltage, oil pressure, fuel gauge and many more options. Fuel tank was filled as per contract and is a 24hr tank at full load.

July 11 three new aerators were received and staff proceeded to assemble one of the aerators upon delivery to replace aerator that has been out of commission for 2 months. Aerator was wired by electrician and installed into aeration basin. New aerators are not much different than old aerators but do operate at half the RPM's. Treatment plant staff is hopeful that this will mean less wear on bearings. New aerator has a much bigger propeller to accommodate the lower RPM.

July 29th 3 new panels were received as per panel replacement capital budget. Two of the panels are to replace existing exterior 24 year old panels at the treatment plant compound. The other panel is to replace the old East Main St lift station. This panel is over 20 years old and was already replaced by wastewater staff once. Wastewater staff will coordinate with electrician to ensure proper permits are in place before proceeding with job.

July 28th lift stations were cleaned as per preventative maintenance carried out twice a year. Removing grit and solids build up increases the life time of submersible pumps. Fourteen lift stations equal 28 pumps and preventative maintenance goes a long ways.

Wastewater staff was called to check plugged sewer on Hillcrest Ave sewer easement line. Manhole was blocked with solids at the outlet and staff relieved blockage.

July 17th - wastewater staff received call from lift station on Shawn Dr that station had a phase failure problem. Lift station was checked and staff noticed three phase power supply across street had a fuse that was dropped down. Nova Scotia Power was called and power was restored 1 hour later.

To date the Village Office has not received a start time for sewer line replacement on Bishop Ave and Prince St and Windsor St easement. Deadline for job completion is Sept 30th.



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **August 3, 2016**
Re: **Public Works Report**

Sidewalk and curb replacement tender on Bridge St was carried out by contractors who were awarded the job. Old asphalt curb and 48 inch sidewalk was removed along with 4 to 6 inches of existing fill and new gravels added and compacted. New concrete curb was installed along with new 60" wide asphalt sidewalk from Pawn Shop to Pleasant St with a grass median between sidewalk and curb that was landscaped by public works staff. Sidewalk from Pleasant St to Windsor St is 72 inches width and is paved right up to curb. Overall job was carried out in said time frame and was completed before Steer BBQ with only a handful of complaints about traffic control.

Public works staff preparation for the Steer BBQ included assembling portable staging, hauling sand for BBQ pit, distribution of barricades, picking up train set from Nictaux Lions club for Kiddie ride and supply of gas and a generator for bounce kingdoms. After BBQ staging was dismantled and stored back in the public works barn. Barricades were retrieved and train set taken back to Nictaux.

Roughly 19 ton of asphalt was used to patch holes in Village Office parking lot, Visitor Information parking lot/ATV trail, and parking lot across from B&H Wholesalers, of which parking lot is part of Kingston's sidewalk. Asphalt was sawed and dug out by public works staff in preparation for asphalt installation as per quote per ton of asphalt. A small section of sidewalk was also saw cut and removed by staff on either side of driveway into Frasier's Pro Home center. Sidewalk now has better taper for snow removal so that equipment being used does not dig in because of steep slope jarring operator.

Watering and weeding of flower beds and hanging baskets is ongoing especially in the dry summer conditions. Watering alone is taking 20 hours a week for summer seasonal employee to keep things watered. Grass mowing and trimming has slowed but is still ongoing to keep things looking tidy. Loomer's were hired to sweep streets before BBQ to keep things looking clean and get streets that DTIR doesn't get to, example being Moody Court and Markland Rd behind Information center.

With regards to the Scouts Canada request to apply for 1000 tulip bulbs and the location for a flower bed to plant them in, the area of how much space needs to be known. Ideally if there is room the location to be considered should be at the corner of Bridge and Main St by the traffic lights. The old wooden planter needs to be replaced

and should be replaced with the stone used on our other shrub/flower beds throughout the downtown core.

It should also be noted that the Wilmot Garden Club donated a tree for Stronach Park. Public Works prepared area for tree planting ceremony. Thanks very much for the donation of ornamental cheery tree and the location was great considering the fact we have had big trees removed in this area over the last couple of years.



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REPORT TO VILLAGE COMMISSION

From: **Glen Abriel, Recreation Coordinator**

Date: **August 3, 2016**

Re: **Recreation Report**

KINGSTON STEER BBQ & VILLAGE FAIR – Friday & Sat July 8th – 9th.

- Wrap up meeting taking place at the Lions Hall on Tuesday August 9th. Glen will be on vacation and will submit report in his absence.
- Any thoughts/comments on the Steer BBQ from the Commission are welcomed and can be sent to Glen prior to the meeting.

SENIORS APPRECIATION PICNIC 2016 – THURS AUG 4TH 3PM – 6PM @ KINGSTON LIONS HALL.

- Thank you to the Commissioners who have offered their time to attend and assist.
- Many thank to local businesses who donated gift cards and prizes to the event.
- Glen is currently picking up the supplies for the event.

SUMMER DAY CAMP 2016 – Monday July 4th – Friday Aug 26th at 12 noon

- Averaging 24 campers per week through the first four weeks. (FULL = 24)
- Friday July 29th – Day Camp At Raven Haven in Annapolis County – Travelling via Trans County Transportation.
- Multiple compliments by parents on the enjoyment of their children's participation. Common area of concern has been missing sunscreen.
- REC HUT FLOORING WAS REPLACED. SO far, only minor concerns with high humidity creating minor bubbling under the floor.

DROP IN BEACH VOLLEYBALL – Tues/Thurs 7-9pm – ages 14 & up

- Continuing to have 6-12 folks participating on a regular basis.

DROP IN BASKETBALL –Wednesday 6:30pm – ages 14 & up

- Numbers have dwindled some but activity continues

CANgaroo TENNIS LESSONS – All Welcome Tuesday / Thursday 6-8pm

- Consistently have 4 Youth participating weekly.
- Adult participation has grown to 10 adults each night.
- Tennis Nets have been installed.

FREE OUTDOOR SHUFFLEBOARD – EQUIPMENT AVAILABLE AT THE TENNIS COURTS

- After Public Works did a wonderful job of re-painting the shuffleboard courts – the equipment was placed outside attached to the fence for those desiring to use it at their leisure. There has been an increase in the number of both youth and adults using this recreational opportunity at a variety of times throughout the day and into the early evening. Up to this point in time the equipment has remained free from any vandalism.

CENTENNIAL PARK – FREE OUTDOOR MUSIC – NEXT PERFORMANCE THURSDAY AUG 18th @ 6:30pm

- 2nd Chance – Thurs Aug 18th @ 6:30pm
- OPEN Mike Hosted by Matt Lunn & Split Decision – Thursday Aug 25th @ 6:30pm
- SWIG – CELTIC Pop Band – Thurs Sept 1st @ 6:30pm.

COMMUNITY GARDENS 2016 UPDATE

- Kingston United Church (under the volunteer direction of John Morash) have succeeded in a wonderful community edible Garden behind their Church building. They have a combination of Straw Bale Gardens as well as raised beds.
- Every Wednesday they have invited the community to come and learn about community gardening and other aspects of gardening in general. They are calling it “Weed, Water & Whisper Wednesdays.
- The Straw Bales in the Village of been taken up due to missing the ideal planting time and not acquiring the seedlings in a timely manner in order to plant. Glen will reassess in the fall.

**GLEN WILL BE ON
VACATION STARTING
4PM FRIDAY AUG 5TH
AND RETURNING
MONDAY AUG 15TH @
8AM.)**



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REPORT TO VILLAGE COMMISSION

From: **Mike McCleave, Clerk/Treasurer**
Date: **August 3, 2016**
Re: **Monthly Finance Report**

RECOMMENDATION

THAT THIS REPORT BE RECEIVED FOR INFORMATION.

GENERAL OPERATIONS

As it is early in the year, variances cannot be generally determined at this time. However, there are a few items which can be reported on.

Revenues:

Summer Day Camp revenues are \$2,300 higher than expected at this point in time.
Apple Blossom Revenues are \$1,300 higher than expected due to Princess Tea revenues.

Expenditures:

There are no known variances at this time.

SEWER OPERATIONS

There are no known variances at this time.

PROPERTY TAXES

	2016	2015	2014	2013	2012
Total Arrears	87,428	\$76,843	\$71,650	\$86,283	\$88,478
Total properties	110	98	92	193	173
# Properties under \$100	17	16	16	55	48
Top 10 Properties Sum	\$42,141	\$33,093	\$34,511	\$24,000	\$35,000
# Properties over \$1000	18	22	16	24	20

Owner #1 (Aurora Inn) \$19,491
Owner #2 (Multiple Properties) \$8,423

Two properties are eligible for Tax Sale:

Aurora Inn and Greenwood Rent-All (\$2,600) – both are supposed to be making payments this month (August) to reduce or eliminate arrears.

Association of Nova Scotia Villages (ANSV) Annual General Meeting (AGM)

The ANSV AGM will take place on Friday and Saturday (September 16th and 17th 2016).

Who will be attending Friday's workshop and meetings?

Who will be attending Saturday's workshop and AGM? Who will be the voting delegate?

Speed Sign

The speed sign was moved to Marshall Road (near Brookridge Place) to monitor traffic travelling South.

Marshall Road statistics:

In stealth mode: 37-50% vehicles obeying speed limit of 60kph

In full operating mode: 55-65% vehicles obeying speed limit of 60kph

Many other vehicles may have reduced speeds, but still did not meet the 60kph limit

CAPITAL PROJECTS

Bishop Sewer Line Replacement – waiting on start date from Mid Valley Construction

KN#3 Lift Station Panel Replacement – panel was delivered July 29, need to proceed with installation.

STP Aerator replacement – one is fully installed, other two are in process of installation

Ravenwood Safety Nets – waiting on delivery and installation of nets (poles are installed)

VCFN connection – waiting on permit approval from Bell Aliant before construction can take place.

Build Canada Funding (2015) – Sewer Treatment Plant Upgrades

Generator installation has been completed and start-up was successful

Security camera system is tied in with the VCFN connection so there is a delay

Panel(s) replacement – Panels were received on July 29th, schedule to install panel is unknown at this time.

PCAP funding application – Have not received any feedback from the province on whether our application for shared funding has been approved. This project would include installation of force main in East Kingston and a gravity sewer line installation on the North Greenwood Rd to Acorn Lane. (See next item as well).

Easement status – East Main force main along railway trail – waiting for update from the province on status of easement

Land Purchase / Easement – DNR – West end of Kingston

Eric Morse is currently completing the surveys required by DNR to complete the Brookside sewer easement as well as the purchase of the DNR lands surrounding the old railway trail. Surveys and work should be completed in September for DNR.



GREENWOOD MILITARY AVIATION MUSEUM

P.O. Box 786

GREENWOOD, NOVA SCOTIA B0P 1N0

PHONE: (902) 765-1494 EXT. 5955 FAX: (902) 765-1261

www.gmam.ca

dndwingmuseum@bellaliant.com

28 June 2016

Martha Armstrong
Chair
Village of Kingston
671 Main Street
Kingston, NS B0P 1R0

Community Event Sponsorship Request - Wings & Wheels Car Show

The Greenwood Military Aviation Museum Society (Joint Stock registered non-profit organization 2291137) is planning a unique car show on 10 September 2016 combining vintage automobiles parked alongside museum aircraft. The event, *Vintage Wings & Wheels 2016*, will feature free admission, aircraft tours, wartime Jeep rides, prizes, live music, and a BBQ among other attractions. Our goal is to promote the Museum as a regional tourist attraction and recruit interest in our volunteer aircraft restoration and elementary school flight education teams.

The Society is seeking Village sponsorship of \$200 to defray the costs of advertising paraphernalia. The money will be spent entirely at local businesses for the production of posters, flyers, registration forms, and miscellaneous office supplies.

We anticipate participation from 100 - 150 vintage automobiles and expect 1000 visitors since the event coincides with 14 Wing's popular Wing Welcome. To support our estimates we are hand-delivering flyers at car shows throughout the summer, and are extending invitations to the five major car clubs across the province. Media coverage will be by radio through AVR and K-ROCK, and through newsprint via the Aurora, Kings County Register Advertiser, Annapolis Spectator, and Valley Harvester. We have also scheduled a rain date in the event the weather does not cooperate.

For further details please do not hesitate to contact me. I thank you in advance for considering sponsorship of this event.

B.G. Handley
President
Greenwood Military Aviation Museum Society
(902) 538-5785



Royal Canadian Legion

Alvin H. Foster M.M. Memorial Branch #098

P.O. Box 2, Kingston, NS B0P 1R0
1472 Veterans Lane
FB: Kingston Legion Br. 098
email: legion98sect@eastlink.ca



Branch: 765-4428
Office: 765-4920
Fax: 765-2479

20 June 2016

Mr. John Pierce
Kingston Village Commission
P.O. Box 254
Kingston, NS
B0P 1R0

Dear Mr. Pierce,

Thank you for attending our Br. 098 70th Anniversary Banquet on 4 June 2016.

We hope you enjoyed the evening and appreciate your participation in helping us celebrate this milestone. To you we send sincere gratitude from all members of Branch #098 and those who attended the ceremony.

Yours in comradeship,

Dave Geddes
President Br. 098