



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

ph 902 765-2800
fx 902 765-0807

October 5, 2016

Commissioner D. Holmesdale
Commissioner J. Pierce
Commissioner B. Carter
Commissioner P. Parsons
Commissioner M. West

Dear Commissioner Members:

Attached for your review is the Agenda for the regular Village meeting scheduled to take place at 7:00pm on Wednesday, October 5, 2016 at the Kingston Village Office.



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REGULAR COMMISSION MEETING OCTOBER 5, 2016

AGENDA

1. Swearing in of new Commissioner - Muriel West
2. Chairperson / Vice-Chair Selection
3. Review of Minutes of Meeting held September 7, 2016
4. Business Arising from the Minutes
5. Consent to Agenda Items
6. Committee Reports
 - i. Wastewater
 - ii. Public Works
 - iii. Recreation
 - iv. Tourism
7. Finance Report
8. Clerk's Report
9. Discussions
10. Correspondence
11. Adjournment



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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF SEPTEMBER 7, 2016

COMMISSION:

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

Mike McCleave – Clerk/Treasurer
Janice Hatfield – Administrative Assistant

GUESTS:

Beth Patillo – Annapolis Valley Trails Coalition
Dick Killam – Mayoral Candidate for the County of Kings

OPENING

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

REVIEW OF MINUTES

Chair Armstrong asked for a review of the August 3rd, 2016 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER CARTER AND COMMISSIONER HOLMESDALE THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF AUGUST 3RD, 2016 AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Armstrong asked if there was any business arising from the minutes of August 3rd, 2016.

Commissioner Pierce asked if the Village had received word from the Department of Environment (DOE) on the viability of building on the east main street lift station land. Clerk confirmed DOE would not interfere unless they received a complaint from a third party. They would also not deem a property a wetland or swamp but could issue a stop work order until the land was delineated and a letter was provided as such.

Commissioner Holmesdale confirmed he will attend the Association of Nova Scotia Villages Annual Meeting on September 16th and Commissioner Carter will attend on September 17th.

ANNAPOLIS VALLEY TRAILS COALITION (AVTC) PRESENTATION

Beth Patillo, Chair of the AVTC, provided a slideshow presentation on the coalition which outlined its purpose, work to date as well as projects they've been working on such as the Destination Trail from Grand Pre to Annapolis Royal which has been named the Harvest Moon Trail. She stated standardized signage with the Harvest Moon Trail logo will be posted throughout the trail including one of the trailhead locations in Kingston. Some of the signs will include an interpretive panel of the area.

Clerk asked if the Village needed permission from the Department of Natural Resources in order to pave more sections of the trail within the village limits. Beth replied the Kings County Trail Society (KCTS) holds the letter of authority for that section of trail and that the coalition could work with KCTS to get the job completed. Beth stated the coalition was very pleased with the durability of the product used for paving on the trails.

MAYORAL CANDIDATE DICK KILLAM

Mr. Killam thanked the Commission for the opportunity to introduce himself as a mayoral candidate for the October 15th municipal election. He handed out a brochure which provided his personal and professional background information and his reasons for wanting to run for mayor. He assured the Commission he did not have the intention of trying to amalgamate towns and villages with the county but believed in a governance study to determine whether Kings County's four municipalities would better serve the citizens by creating one regional government.

COMMITTEE REPORTS – See Reports

Commissioner Holmesdale asked if a date was confirmed by the contractor to start the Bishop Ave/Prince St. sewer line replacement. Clerk stated they were supposed to start this week. Commission advised staff to contact Mid Valley Construction to confirm a start date and remind them of the September 30th deadline.

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

MONTHLY FINANCE REPORT – See Report

Clerk reported on general operations with some favourable variances including registration revenues from Summer Day Camp and interest earned on the Village's bank account. Apple Blossom expenditures were below budget this year.

Sewer operations had one favourable variance to report in Treatment Plant Maintenance.

Clerk provided a summary list of the capital projects and the status of each. (See report).

CLERK'S MONTHLY REPORT

407 MAIN STREET

A resident at 407 Main St. approached the village with a request to cost share on installing a new driveway since his was recently blocked off by a new fence installed by the neighbour. Commission agreed the fence was an issue between the two landowners and that the village would not cost share on the cost of a new driveway since access to the Village easement would not be affected.

SPEED RADAR SIGN

Clerk stated the speed sign on Marshall Road was not working very well because of the location of the pole it was temporarily attached to. Commission asked that staff move it back to a location on Pine Ridge Ave for the start of the school season.

ANTIQUE APPLE BLOSSOM FESTIVAL POSTER

Clerk stated the office was given a 1939 Apple Blossom Festival poster from a local resident and asked if the Commission was interested in preserving it by having it restored and framed. Commission agreed to have the poster restored and framed. Commissioner Pierce stated he also had a copy and that he would be willing to donate it to the Village. The Commission decided to have both posters framed and suggested one could be on display at the Visitor Information Centre and the second one could be hung at the Village Office.

APPLE BLOSSOM PARADE FLOAT LIGHTHOUSE

Clerk stated Princess Kingston's parents have asked to keep the lighthouse which they built for the parade float now that the parades are finished for the year. Clerk reported the materials were paid for by the Village but that the parents built the lighthouse and also volunteered to drive the float in all of the parades.

ON MOTION OF COMMISSIONER PIERCE AND COMMISSIONER HOLMESDALE THAT THE VILLAGE COMMISSION ALLOW THE PARADE FLOAT LIGHTHOUSE TO BE DONATED TO THE PERREAULT FAMILY. MOTION CARRIED.

LED COMMUNITY SIGN DESIGN

Clerk stated the Lions and Fire Department are interested in partnering with the Village on a community digital sign and are looking for an idea of sign cost, design, size and quality. Chair stated if the sign is going to be installed in the downtown core she would like to see the frame done in wrought iron to compliment the streetlamps. Commission agreed the price of the sign to cost share with the other groups should include the whole package including design, size, quality, wrought iron and installation. It was suggested a consultant could provide mock up designs and once a decision was made and quotes received, the Village could put it out for tender. Clerk will also seek out various locations to consider.

Monthly Clerk report was received as presented.

CORRESPONDENCE:

Letter Regarding Recreation Activities

A letter was received from a resident complimenting the Recreation Coordinator for his role in creating all the various programs/activities on the recreation grounds particularly the concerts in the park, the tennis programs, beach volleyball, basketball, soccer and shuffleboard.

ADJOURNMENT

**ON MOTION OF COMMISSIONER PIERCE THAT THE MEETING BE ADJOURNED
AT 9:15PM. MOTION CARRIED.**

COMMISSION CHAIRPERSON

CLERK/TREASURER



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **October 5, 2016**
Re: **Environmental Services Report**

As reported last month all 3 new aerators were assembled and installed and are up and running. With all three aerators running staff were able to remove the fourth aerator which is a splashing style installed in 2013. The inspection of the aerator showed a badly damaged Intake Cone on the underside of the aerator. Intake Cone was unbolted and taken to a machine shop to have new one built. After receiving and installing newly built cone, staff greased top and lower bearings on motor and installed aerator back into aeration tank.

New frame to support new panel for Main St East (KN-3) lift station was built and staff received a date of Oct 14 for the NSP disconnect and reconnect once new panel is installed. Installation includes removal of old panel and overhead mast and installation of underground conduit and mounting of new panel. Panel Shop technician will also be on site for start up and the rewiring and transfer of the Crystal Ball (Omni-site). Also being installed is a submersible transducer that will eliminate the float switches. Transducer turns pumps on and off at set levels of water depth in sump.

Staff inspected 3 sewer connections in the last month including one resident hooking on to newly installed east main sewer system. Resident had contractor try and install last fall but water table was too high to get down far enough to be able to connect on to sewer lateral. Obviously with the dry summer the contractor was able to excavate down and connect to lateral. The other 2 inspections were on Isaac Ave.

Sept 24 Call was received by staff at 8:30pm from Omni-site which indicated a High Wet Level alarm at KN-12 West Main St lift station. Station was showing float fault failures on three of the four floats. The Omni-site Crystal Ball seemed to be working sporadically and staff disabled unit because of excessive calls. Station is still able to work in auto mode but for the most part there is only one float switch operating the station. Staff have received price for new Crystal Ball which is also the stations pump controller.

Oct 5 Sewer easement line behind CIBC parking lot was replaced by staff. Eight inch concrete line was replaced with 8 inch PVC and existing manhole was replaced with one of the 10 inch manholes that were left over from East Main St sewer installation. Eccentric reducers were purchased so that staff could install manhole on an 8 inch sewer main.



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **October 5, 2016**
Re: **Public Works Report**

Sept 24 Public Works received a call about vandalism at Stronach Park. Garbage cans, picnic tables and benches had been thrown into the pond. Ornamental duck house at the parking lot's edge also had the walls kicked in on it which was likely easy to do because little house was pretty seedy. The Wood Turtle interpretive sign was also knocked over and pulled out by the canoe launch entrance.

The rock work around the duck pond's edge was completed and should improve the view from the street once the water rises. Public works staff was also able to dig out a big stump at the pond's edge. Top soil was used to top dress the paths created through the grass areas while hauling the rock.

Building maintenance throughout the village included cleaning of the eavestrough at the buildings at the treatment plant, day camp, and village office. Staff also replaced taps in the ladies bathroom. All the roof exhaust fans at the treatment plant buildings were checked out and belts replaced on fan drives. Dugouts at Ravenwood ball fields were painted and basketball backboards were removed so staff could replace plywood, sand and paint. Iron basketball uprights were also painted with rust paint.

Quote was received from Eastern Fence for work on existing fencing at the treatment plant compound, the tennis courts and the basketball court on Elm St. Work includes installation of a maintenance gate for the basketball court and the replacement of a corner post at the tennis courts and adjustment of the maintenance gate for courts. Gate for the treatment plant compound is to allow for maintenance vehicles to be able to access effluent discharge line and better access to fitness trail. Staff will also be getting a quote to build and compact a gravel slope. Slope currently is too steep for maintenance vehicles and needs a more gradual slope.



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REPORT TO VILLAGE COMMISSION

From: **Glen Abriel, Recreation Coordinator**
Date: **October 5, 2016**
Re: **Recreation Report**

KINGSTON SCHOOL – DAILY PHYSICAL ACTIVITY

- Glen has been in discussions with Brian Rafuse – School Administration and due to the fact that Daily Physical Activity has become part of the School Curriculum – Glen will now work on mentoring teachers on (DPA) ideas on a per month basis. (For example: the months of November, February, April & June)

PALS LEADERSHIP TRAINING – (P.A.L.S – PLAYGROUND ACTIVITY LEADERSHIP IN SCHOOLS)

- Glen is partnering with Kingston School Phys Ed Teacher (Karen Stubbett) to instruct PALS programming (**PALS – Playground – Activity – Leadership – in Schools**) during the month of Oct. The date is yet to be determined. Location will be Dwight ROSS School or St. Mary's Elementary.

PINERIDGE MIDDLE SCHOOL – COMMUNITY VOLUNTEERING – WED OCT 19TH 9:30 – 11:30AM

- Glen is partnering with Pine Ridge Middle School in order to have the students volunteer at various locations throughout the community. Locations include – Kingston Recreation Grounds surrounding Rec Hut & Credit Union Centre, Stronach Park, Kingston School, Sidewalk & Trail cleanup surrounding Village and Fall Cleanup of the United Church Community Garden Project.
- Glen is also working with Pine Ridge Administration and Angela Morrison of the Valley Division of the Community Cultural and Heritage – Sport & Recreation Division on planning and implementing a MIDDLE SCHOOL GIRLS ONLY MULTI SPORT afterschool program. Program begins Monday Oct 3rd.

SENOIRS FITNESS INSTRUCTOR 2016/17

- Glen has been in discussions with a possible instructor, who is known to Glen and has lived in the area for many years instructing Fitness. This particular instructor will be VERY good, however, due to previously planned “out of country” commitments, she is unable to begin a regular schedule until Jan 2017. Glen is planning on connecting with an additional instructor who may be interested in a shortened fall session but that is still in the discussion phase at the time being.

RECREATION NOVA SCOTIA ANNUAL CONFERENCE – WED/THURS SEPT 28-29 – STELLERTON

- Glen attended this annual conference – connecting and gaining valuable information regarding Provincial Shared Recreation Strategy initiatives and vision for the province.
- Canadian Parks & Recreation updates (CPRA – available courses, etc.)
- **Kings County Recreation Group – including Kingston recreation) received “Outstanding recreational Initiative Award” for the Royal Bank – Let Them Play Initiative – which was a collaboration of Rec Department from throughout Kings County working on training, evaluating and mentoring Summer Leader Programs. The Royal Bank has extended the program into the fall by offering an additional \$25,000.00.**

REGIONAL FREE FACILITY ACCESS CELEBRATION EVENT – WEDNESDAY OCT 19ST – 10AM – 2PM – KINGS MUTUAL CENTURY CENTRE

- Glen is planning on attending this celebration & collaboration event at Kings Mutual Century Centre in Berwick – Wed Oct 19th 10am – 2pm.
- Commissioners are welcomed & encouraged to attend to hear about the FREE Facility Access Initiatives from throughout the Valley.

RAVENWOOD SAFETY NETTING

- Glen has been in contact with Peter Ritcey in order to organize an day later this month to take down the mesh safety netting in Ravenwood. This will be a time for Peter to instruct Village Staff on how to take down and put up the Mesh Netting each year..

KINGSTON CREDIT UNION CENTRE

- Adult skating will begin on Wed Oct 21st @ 10:30am

WEST KINGS HIGH SCHOOL MULTI – SPORT FIELD RENOVATION

- Glen has been in discussion with Mike Trinacty of Provincial Recreation regarding steps to move this project forward now that preliminary Feasibility Study has been completed.

VALLEY CONNECT

- www.annapolisvalleyconnect.ca is up and running. Valley connect is a complete online guide to community recreation opportunities for residents across all of Kings, West Hants, and Annapolis counties.
- **There is an Annual \$500 fee for Recreation partners.**
- Kingston Recreation advertises, offers programming information & local sports club contact information on this “one-stop” recreation website.

OUTDOOR RINK PLANNING

- Glen is beginning to communicate with Peter Morse of West Kings High School O2 Program to begin the process of having the framework for the outdoor rink installed during the months of Nov/Dec as temperatures permit.
- Collaborating with Village Public Works Department – the decision has been made to have the O2 program build the framework but for the Village Staff to install the tarp at a later date when the temperatures are more favorable for making ice and to reduce leaf infiltration on the tarp.
- Glen is also investigating installing a “Skating ONLY” ice rink on the basketball courts next to the tennis courts.

KINGS COUNTY DINNER THEATRE BUS TRIP – WED NOV 23RD – 3:30PM – KINGSTON SCHOOL PICK UP

- Glen and Janice have been working with Ashley Brooker of Kings County Recreation on this trip to Grafton St. Dinner Theatre for our local Seniors. The initial 30 tickets we had sold so quickly, and the waiting list so long - Ashley & Glen collaborated on booking a 2nd bus. This will be determined on Monday Oct 3rd.

KINGS COUNTY MULTICULTURAL EVENT – WED OCT 12TH AT 14 WING GREENWOOD

- Glen will be attending a planning meeting for this event at 14 Wing Greenwood on Monday Oct 3rd @ 2pm.
- Event is Scheduled for Oct 12th @ 5:30pm – 8:30pm at the 14 Wing Mess – Village Commission is encouraged to have representation at this County led event.

KINGS COUNTY FAMILY RESOURCE CENTRE – KINGSTON & WESTERN VALLEY INITIATIVES

- Glen will be meeting on Monday Oct 6th with Melissa Morrison of the Kings County Family Resource Centre based in Kentville to discuss their recent Western Kings County Family Support Initiatives beginning at the Kingston Lions Hall and the Greenwood New Beginnings Centre.

KINGSTON ADULT SKATING – MON OCT 3RD AT 10:30AM – CREDIT UNION CENTRE

- Adult Skating begins on Monday Oct 3rd @ 10:30am. Email responses indicate Skaters are enthusiastic to return on the ice.

VALLEY RECREATION / SOUTH SHORE RECREATION COLLABORATION ANNUAL MEETING

- Glen will be attending the Annual Valley/South Shore Recreation Coordinators & Directors meeting at the Digby Pines on Thursday/Friday Oct 13th – 14th.

COMMUNITY BADMINTON – BEGINS TUESDAY OCT 18TH AT PINERIDGE MIDDLE SCHOOL GYM

COMMUNITY MEN'S BASKETBALL – BEGINS MONDAY OCT 3RD AT WEST KINGS SCHOOL GYM @ 6:30PM

PICKLE BALL FOR ADULTS

- Glen has been in communication with the Regional Pickleball Coordinator to discuss the potential of having some instructors come and introduce Pickle Ball to our local adults. Glen is working on available gym time at one of the local schools.

1ST KINGSTON SCOUTING – TULIPS AND CANADA'S 150TH CELEBRATION – TULIP PLANTING.

- Kingston Rec as well as Kingston Public Works have been collaborating with 1st Kingston Scouting Leaders and community volunteers regarding the implementation of the actual Tulip planting. More details to follow.



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REPORT TO VILLAGE COMMISSION

From: Janice Hatfield
Date: October 5, 2016
Re: Tourism Report

RECOMMENDATION
THAT THIS REPORT BE RECEIVED FOR INFORMATION.

REVIEW:

Hours of Operation

The hours of operation for the month of September were 10am to 5pm 7 days/week.
The VIC was open until September 18th.

Statistics

The number of visitors counselled during the first 18 days of September 2016 at the Kingston/Greenwood VIC:

Total Canada:	282	(166 from NS)
Total New England:	12	
Total Other US:	26	
Total Overseas:	26	
Total Visitors	346	

Past Year Comparison of Visitors Counsellled:

September 2015 – 196 Visitors (Open Sept. 1st -11th)

Comments from the guest book this year continued to be extremely positive and visitors were very appreciative of the service that was provided.



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REPORT TO VILLAGE COMMISSION

From: **Mike McCleave, Clerk/Treasurer**
Date: **October 5, 2016**
Re: **Monthly Finance Report**

RECOMMENDATION

That this report be received for information.

GENERAL OPERATIONS

Through the first 6 months of the year, there are some known variances which can be reported on. Overall, the year end position is expected to be favourable.

Sewer Rate revenues have a favourable variance of \$3,300. This can be caused by additional development and changes to individual property sewer classifications.

Seniors programming revenue is unfavourable due to not having a program in place.

The number of tax certificates requested has dropped considerably this year. Lawyers are putting the onus on residents to bring in their "paid" receipts instead of requesting a tax certificate from us directly. (\$35 charge versus free to the resident)

Our Festival and Community Events funding account has allocated \$1,000 of its \$4,500 budget to date.

Parks Repairs and Maintenance has a favourable variance of 30% (\$6,000)

Sewer – Tools and Equipment has a current unfavourable variance of \$700 due to the replacement of our steam pressure washer at the treatment plant. The account is still in a favourable standing for the fiscal year.

CAPITAL PROJECTS 2016-17

BISHOP SEWER LINE REPLACEMENT

Mid Valley Construction should be starting the work this week.

BUILD CANADA FUND PROJECT

VCFN / Cameras – Permit has been received. Installation work starting this month.
STP Panel replacements (2x) – scheduling with electrician for October/November

PANEL REPLACEMENT KN#3

Scheduling with electrician for October/November

STP AERATOR REPLACEMENT

Project complete – 100% Gas Tax funded (\$57,800)

EAST MAIN KN#14 FORCE MAIN INSTALLATION

Application for easement along railway trail has been submitted. This could easily go into next fiscal year before approval. We were declined for PCAP funding as the project completion date was after March 31, 2017.

How much of a design to we want at this point? DNR needs a location design for them to approve the easement. Should we just get full design drawings?

GREENWOOD ROAD NORTH SEWER LINE INSTALLATION

This is tied to the East Main KN#14 project as it was to be funding under the provincial PCAP funding program which we were declined.

BRIDGE STREET CURB AND SIDEWALK REPLACEMENT

Project Complete - Dexter Construction completed the project prior to Steer BBQ.

REC-HUT FLOORING REPLACEMENT

Project Complete – McCabe's flooring replaced the flooring prior to Summer Day Camp start-up – under budget \$4,600 of \$8,000.

RAVENWOOD BALL DIAMOND SAFETY MESH

Project completed - under budget \$9,600 of \$15,000 budgeted

SMALL TRACTOR REPLACEMENT

Kubota tractor was replaced by John Deere model - under budget \$27,000 of \$30,000 budgeted



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REPORT TO VILLAGE COMMISSION

From: **Mike McCleave, Clerk/Treasurer**
Date: **October 5, 2016**
Re: **Monthly Clerk's Report**

Fady / Scott Fence issue

- Update – met with Fady and advised him that the Village would not step into a civil issue between two property owners. Jim Robinson had also come into the office and was quite upset with Scott. He did not understand why the Village would allow this to happen, but I had explained to him that this is a civil matter that did not involve the Village. He was still upset with Scott, but thanked me for all the information that I had provided to him.

CHRISTMAS PARTY

Date and Location needed

COMMISSIONER BINDER

I am currently putting together a binder to help incoming Commissioners learn and understand the responsibilities of being a Village Commissioner.

Embracing Diversity – Wednesday, October 12, 2016

8th Annual Celebration of Multiculturalism & Inclusion

Tax Exemption By-law

Our current bylaw which has been in effect since April 2010 was never officially signed, sealed, and delivered to the Department of Municipal Affairs. I have two copies to be certified and forwarded to DMA.

Kingston Area Advisory Committee member

Martha Armstrong's position on the Kingston AAC has terminated since her resignation as Village Chair (and Commissioner). Muriel West's position on the Kingston AAC has terminated (as a member-at-large) since her new position as Village Commissioner.

So, the Kingston AAC will require the Village's new chairperson to accept their new position and the Village will also need to fill the member-at-large position as well.

OH&S

The Village Staff will be meeting to discuss our current OH&S practices and to work on improving our policies and safety procedures.

Capital Budget

The Village staff would like to have our Capital Budget approved prior to the approval of our Operating Budget in May. The early Capital Budget approval will allow the projects to be started in April giving us more time for construction and other infrastructure projects.

I propose:

December 7, 2016 – Regular Commission Meeting

Capital Session to discuss current 5-year plan and any new project to be added.

January 4, 2016 – Regular Commission Meeting

Prioritize projects based on urgency and Village Commissioners' goals

February 1, 2016 – Regular Commission Meeting

Capital Budget Analysis and Discussion, re-organize, if necessary, any projects based on financial considerations

March 1, 2016 – Regular Commission Meeting

Capital Budget Approval, can defer to April 5, 2016 Regular Commission Meeting if more discussion is needed

Mike McCleave

From: Ann Hughes
Sent: Thursday, September 22, 2016 9:40 AM
To: Mike McCleave
Subject: Re: mobile food truck permission for parking in kingston

Hello Mike,

Thank you for a quick response. My mobile food truck is called Y B Hungry and I offer burgers, hotdogs and soon fish and chips (the fries I serve are homemade cut fresh everyday). My truck is a 26 foot handicap school bus converted to a mobile kitchen. Presently I am located at the Greenwood Mall parking lot across from the Dollarama. I will be there until the 15th of October, and my hours are 12:00 - 6:00. I am considering extending my hours to 11:00 - 7:00. Right now I am open 7 days a week, but once this lease is up in October I will be running it 6 days a week since I have discovered I need a day for banking and paperwork. I would like to run my truck through the winter as much as possible, but of course the weather will be the deciding factor.

My food truck is self sufficient, I have a generator for power while parked and propane to fuel the grill and fryers. Everything is up to code and inspected. I run a clean operation, always keeping food safe practices top priority. My business is fully insured for damage and injury.

Recently, I was speaking to the manager at Rona and he offered me parking in their parking lot. In order to do this I first need permission from the Village of Kingston, as I mentioned, and with that I can go to the municipality to get the okay from them as well.

Sincerely,
Ann Hughes

From: Mike McCleave
Sent: September 22, 2016 8:21 AM
To: Ann Hughes
Subject: RE: mobile food truck permission for parking in kingston

Ann,

I will have the Village Commission make a decision at their next meeting (to be held, Wednesday, October 5th). Could you please forward me a description of your operations and the menu you plan to offer? Where do you plan on serving food? Do you have a rental space yet? The more detailed information the better for the commission to make an informed decision.

Thanks,
Mike McCleave
Clerk / Treasurer
Village of Kingston

Mike McCleave

From: Kings Enterprises [
Sent: Monday, September 12, 2016 4:41 PM
To: Mike McCleave; Kings Enterprises
Cc: Bruce Carter; Don Holmesdale; John Pierce; Paul Parsons
Subject: RE: Sewer Appeal Process

Mike,

Putting the laterals in place at the time of construction and before road repaving was just smart planning (you should be thanking me for the forward thinking;) !

I am not prepared to pay vacant lot sewer charges for lots that do not yet exist!

Please consider, at a future monthly meeting, my request to have the vacant lot sewer fee for *AAN 03757943* changed to \$150.00 (the amount that reflects the single lot that it is).

Regards,

Scott Peckford

From: Mike McCleave [mailto:
Sent: Monday, September 12, 2016 8:56 AM
To: Kings Enterprises
Cc: Bruce Carter; Don Holmesdale; John Pierce; Paul Parsons
Subject: RE: Sewer Appeal Process

Scott,

From the Village's perspective, your \$50,000 contribution went towards the construction of the East Main Sewer whether we installed one lateral or 10 laterals for you. (Your request for laterals to be installed was after the contribution of \$50,000 was presented).

There was no discussion on the "calculation" of charges except between you and me. After the discussion I had with you about the lateral charges I had advised the commission the same and I had incorporated said charges into my budget. I had stated the argument that if one vacant lot with one lateral is being charged \$150, then why would a single vacant lot that we installed multiple laterals on be charged the same amount. The commission felt that each lateral installation should be charged the \$150.00. If we, the Village, are supposed to treat every property owner with equality, how is charging you \$150 (with 10 sewer laterals) equal to charging another property owner \$150 with only one sewer lateral on their vacant lot. You have to remember that you and Peter approached the Village about installing sewer in East Kingston. No one else wanted or needed the sewer in that area except for you and Peter. Yes, it is has allowed future expansion for the Village now that you and Peter can develop those lots with twice the density of housing, but it did cost the Village almost \$500,000 (and \$100,000 from you and Peter) to make that happen.

Our sewer bylaw does not provide an algorithm for calculating sewer charges. The sewer charges are decided by the commission in power at the time. Hypothetically, the Commission could decide to next year to not charge vacant lot owners any amount or it could be double the current amount. In the end, the Commission must treat each property owner with equality. Please feel free to appeal your property tax bill and its charges with the Village Commission at the next commission meeting.

Thanks,
Mike McCleave
Clerk / Treasurer
Village of Kingston

From: Kings Enterprises [
Sent: Monday, September 12, 2016 8:18 AM
To: Mike McCleave; Kings Enterprises
Cc: Bruce Carter; Don Holmesdale; John Pierce; Paul Parsons
Subject: RE: Sewer Appeal Process

Mike,

I don't see any discussion about how the village calculates vacant lot sewer charges in the sewer bylaw posted on your website. Is there another section or appendix that is missing from the website...?

I have no issue paying the vacant lot sewer charge for each subdivided lot (which is how I recall the conversation). I did pay you \$50,000.00 towards the project, which I assumed would have covered the small cost of the laterals. Installing the laterals during construction was just good planning, saving the village money in the long run and avoiding costly road repairs later.

Can you just explain to me, referencing your existing sewer bylaws, how you came up with the \$1500 annual amount for the vacant lot (AAN 03757943)?

Scott

From: Mike McCleave
Sent: Friday, September 09, 2016 11:33 AM
To: Kings Enterprises
Cc: Bruce Carter; Don Holmesdale; John Pierce; Paul Parsons
Subject: RE: Sewer Appeal Process

Scott,

I had a discussion with you several years ago about how the sewer fees were going to be charged to your property (and you agreed with it). The Village of Kingston, once again, bent the rules for your property (and Peter's) by installing multiple laterals on your property before you subdivided. During the budget process, our budget included the multiple lateral charges and was approved as such. The Village of Kingston feels that a single lot with multiple sewer laterals should be charged differently than a single lot with a single sewer lateral. The actual document stating the sewer fees is located on the website. The sewer bylaw is also located on the website.

You may appeal the charge by submitting a letter to the Village of Kingston requesting a review of the charges. The Commission would discuss this at the next regular Commission Meeting if your letter is received at least 3 days prior to the meeting. You may be in attendance, as well, to provide answers to questions the commission may have.

Our next Commission Meeting is Wednesday, October 5, 2016. I suggest you submit your request by Friday, September 30, 2016.

The sewer-related documents you are requesting are located at:
<http://www.kingstonnovascotia.ca/bylaws.htm>

Thanks,
Mike McCleave
Clerk / Treasurer
Village of Kingston

From: Kings Enterprises
Sent: Thursday, September 8, 2016 5:42 PM
To: Mike McCleave
Cc: scottpeckford@outlook.com
Subject: Sewer Appeal Process

Hi Mike,

I am unhappy with your \$1500.00 vacant lot sewer charges for our East Kingston lot (AAN 03757943). We feel that it should be \$150.00!

What is the formal process to appeal the VoK vacant lot sewer charges? How do we find a copy of the VoK sewer bylaws (don't see it of your website)?

Regards,

Scott Peckford



Department of Municipal Affairs
Grants, Programs and Operations

Aileen Waller-Hebb, P.Eng.
Director, Grants and Programs

Bus: (902) 424-7414
Fax: (902) 424-0821
E-mail: Aileen.Waller-Hebb@novascotia.ca

14th Floor N, Maritime Centre
1505 Barrington St.
PO Box 216
Halifax, NS B3J 2M4

SEP 26 2016

Mike McCleave
Clerk/Treasurer
Village of Kingston
671 Main Street
Kingston, NS B0P 1R0

Dear Mr. McCleave:

RE: PCAP - East Main Sewer Phase 3

Thank you for your application under the Provincial Capital Assistance Program (PCAP) for funding for the East Main Sewer Phase 3 project. Our review of the application has determined that this project is not eligible under PCAP as the completion date exceeds the program required completion date of March 31, 2017.

Sincerely,

A handwritten signature in black ink, appearing to read "Aileen Waller-Hebb".

for, Aileen Waller-Hebb, P.Eng.



57TH ANNUAL **KINGSTON STEER BBQ AND VILLAGE FAIR**

September 14, 2016

To: Royal Canadian Legion Br. 098, the Kingston Lions Club and the Village of Kingston

From: The Kingston Steer BBQ and Village Fair Committee

At the final 2016 Kingston Steer BBQ and Village Fair Committee held on September 13, 2016, a motion was passed to bring forward the following proposal to the three governing bodies of the BBQ:

Proposal: Chair and Co-Chair Positions

In the interest of continuity, we believe it would be greatly advantageous to implement a system whereby there is a Chairperson and a Co-chair (or Vice Chair) on the KSBBQVF Committee each year. The Chair would mentor the Co-chair who would take the reins the following year. This of course would require a two-year commitment on the part of the people volunteering for this position and applies only to the Chair of the Committee position.

To begin this process, Greg Peck has graciously volunteered to be Chairman again next year and since it was to be the Lions turn to head the committee, a member of the Lions would be co-chair.

We submit this for your consideration and approval and would appreciate your response by November 30, 2016.

Thank you for your time.

MI'KMAQ

WIKEWIKU'S 2016 HISTORY MONTH OCTOBER 2016

We are very pleased to provide you with the 2016 Mi'kmaq History Month Poster.

In 1993, Premier John Savage and Mi'kmaw Grand Chief Ben Sylliboy declared October as the official month to recognize and celebrate Mi'kmaw culture and heritage. By celebrating and building an understanding of Mi'kmaw culture, history and language, we can all share in the achievements and unique story of our past, present and future.

Each October, a wide variety of community activities and events that share and showcase Mi'kmaw culture takes place across Nova Scotia.

Gerald Gloade, the artist who created this year's Mi'kmaq History Month poster, explains that, "*reconciliation means finding ways of connecting to our past and to expressing who we are; these journeys of reconciliation grow our resiliency*".

Gloade captured this essence of *reconciliation and resilience* through a visual guide illustrating how Mi'kmaw culture is connected to our everyday lives in the past, present and future. Each image is a significant tool of reconciliation and resilience connecting to Mi'kmaw culture.

Please hang our poster proudly for everyone to see.

For further information, please visit our re-launched website:
<http://mikmaqhistorymonth.com/events/>

Wela'lin

Mi'kmaq History Month Committee



*The Annapolis Valley Apple Blossom Festival Aims to be the Premier Festival in the Country
85th theme: "Rooted In Tradition" – May 24 to May 29, 2017*

NOTICE OF ANNUAL GENERAL MEETING

ANNAPOLIS VALLEY APPLE BLOSSOM FESTIVAL

Election of Officers & Directors
Reports for 2016 Festival

Monday, October 24, 2016

7:00 p.m. sharp

NOTE NEW LOCATION:

The Carriage House
White Family Funeral Home
100 Cornwallis Street
Kentville, NS

ALL interested parties are welcome

Refreshments will be served