



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

ph 902 765-2800
fx 902 765-0807

March 12, 2020

Commissioner J. Pierce
Commissioner M. West
Commissioner W. Fowler
Commissioner M. Bishop
Commissioner B. Beardsley

Dear Commissioner Members:

Attached for your review is the Agenda for the regular Village meeting scheduled to take place at 7:00pm on Thursday, March 12, 2020 at the Kingston Village Office.



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REGULAR COMMISSION MEETING March 12, 2020

AGENDA

1. Review of Minutes of Meeting held February 20, 2020
2. Business Arising from the Minutes
3. Consent to Agenda Items
4. Committee Reports
 - i. Wastewater
 - ii. Public Works
 - iii. Recreation
 - iv. Apple Blossom
 - v. Volunteer of the Year
5. Clerk's Report
6. Budget Discussions
7. Discussions
8. Correspondence
9. Adjournment



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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF FEBRUARY 20, 2020

COMMISSION:

John Pierce
Wayne Fowler
Muriel West
Brad Beardsley
Mike Bishop

Mike McCleave – Clerk/Treasurer
Janice Hatfield – Administrative Assistant

GUESTS:

Martha Armstrong – Councillor District 4, Municipality of the County of Kings

CALL TO ORDER

Chair Pierce called the meeting to order at 7:00pm.

REVIEW OF MINUTES

Chair Pierce asked for a review of the January 9, 2020 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BISHOP THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF JANUARY 9, 2020 AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Pierce asked for any business arising from the minutes of January 9, 2020.

Main and Maple St Crosswalk

Chair Pierce asked Councillor Armstrong if she had consulted with County staff Scott Quinn regarding the type of crosswalk recommended and if they will cost share with the Village. Councillor Armstrong stated she has not yet spoken with Scott Quinn but will do so after next week and report back. She stated she had the opportunity to see the RRFB style of crosswalk and noted it is very visible.

DeCoste Crosswalk – Flag System

Chair asked if staff ordered flags for the crosswalk on Main St in front of DeCoste Kitchens. Clerk stated the contact was on vacation until March 1st but will process the order when he returns at a cost of \$250.00.

LED Sign

Clerk stated the LED sign has been installed but NS Power has to hook up the power which may take another 5 to 10 days.

Library Funding

Clerk stated the drawings for the library renovations are 99% completed. Chair Pierce reported the fundraising for furnishings and programs is going well with over \$75,000 collected or pledged, as well as an anonymous donation of \$50,000 and that the total collection may reach \$150,000.

COUNTY UPDATE

Councillor Armstrong provided the following update and asked the Commission for input on the first item:

- County held a public meeting regarding a property development on Main St at the west end of the Village. A local resident expressed concern over the 80km speed limit and hoped that, when the developer goes to the Department of Transportation, the speed limit is lowered and that they locate the entrance to the new development directly across from the Brookside Drive entrance.
- Water drilling study is ongoing and is being carried over to the next budget year. Clerk reported the Federal government lowered the acceptable limit of manganese in drinking water on December 31, 2019, which may affect many residences.
- The County's annual Volunteer Celebration honouring volunteers from across the county will be held in Kingston this year.
- County re-branding is ongoing.

CONSENT TO AGENDA ITEMS

Chair Pierce asked for a motion to approve the agenda items as presented.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BISHOP THAT THE COMMISSION APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED.

COMMITTEE REPORTS – See Full Reports

ENVIRONMENTAL SERVICES – See Full Report

PUBLIC WORKS – See Full Report

RECREATION – See Full Report

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

CLERK / TREASURER REPORT

LIFT STATION MONITORING

Clerk stated he received three bids for a lift station monitoring system. After meeting with staff, the recommendation is to choose with The Panel Shop using a SCADA system. After a brief discussion, Commission agreed with staff recommendation.

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER WEST THAT THE VILLAGE COMMISSION AWARD THE RFP “#2020-602 SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM” TO THE PANEL SHOP FOR THE RADIO FREQUENCY OPTION WITH THE TOTAL PRICE OF \$135,000.00 + HST. MOTION CARRIED.

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER WEST THAT THE VILLAGE COMMISSION APPROVE THE USE OF \$135,000.00+HST OF THE SEWER RESERVE FUND FOR THE PURCHASE AND INSTALLATION OF THE SCADA SYSTEM.

Maple and Main Crosswalk

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER BEARDSLEY THAT THE VILLAGE COMMISSION APPROVE THE PURCHASE OF THE RRFB CROSSWALK LIGHT SYSTEM FOR THE MAIN ST AND MAPLE ST INTERSECTION IN THE AMOUNT OF UP TO \$15,000+HST. MOTION CARRIED.

Chair Pierce asked if the Village could request a light at the end of the 17E Hwy 101 exit ramp where it meets Bishop Mountain Rd.

Speed Limit Request

After a discussion, Commission agreed to write a letter to the Department of Transportation requesting that, due to new residential developments at both the east and west ends of Main St, the speed limit should be decreased from 80km to 60km. Commission also agreed to ask that there be no passing areas throughout the Village limits. Clerk will present letter of request at the upcoming meeting with DTIR.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER WEST THAT VILLAGE STAFF DRAFT A LETTER TO THE DEPARTMENT OF TRANSPORTATION REQUESTING NO PASSING AREAS THROUGHOUT THE VILLAGE AS WELL AS A REDUCTION IN THE SPEED LIMIT FROM 80KM TO 60KM AT BOTH THE EAST AND WEST ENDS OF MAIN ST, DUE TO THE PRESENT AND FUTURE GROWTH OF RESIDENTIAL HOMES. MOTION CARRIED.

OPERATING BUDGET

Overall, the year-end position is expected to be favourable. See financial report for budget, actuals and variances.

Clerk stated the Village of Greenwood requested a statement of Visitor Information Centre expenses. Commission discussed the fact that the library may have to move in to the VIC building during the tourism season. Clerk will adjust budget to reflect VIC closure.

CAPITAL BUDGET

Library Renovation

Clerk stated the current drawings and tender documents are ready for posting. Federal funding application is near completion and will be submitted as soon as possible.

Other Approved Capital Projects 2019-2020 (Budget / Actual Amounts)

Sewer Treatment Plant Clarifier Refurbishment	\$75,000	~\$9,000
KN-14 Force Main Sewer Installation	\$400,000	\$269,900
Public Wi-Fi/Camera Expansion	\$38,000	N/A
Trail Repair	\$15,000	\$14,302
Water Drilling Study	\$50,000	~\$50,000
Hwy 101 Signage	\$25,000	N/A
Steer BBQ Stage Replacement	\$8,000	\$6,393
Digital LED Sign	\$30,000	~\$37,000 less \$15k
Ravenwood Park Improvements	\$0	\$5,674

Tentative Budget Schedule 2020/21 (Thursdays, 7pm New Village Office)

March 12	Regular Meeting	Budget Update and Capital Budget Approval
April 9	Regular Meeting	Operating Budget Released
April 23	Special Meeting	Operating Budget Deliberations
May 14	Regular Meeting	Operating Budget Deliberations and Approval

CLERK FINANCIAL REPORT

Clerk stated the Village is in a surplus position and the few overages were beyond our control.

CORRESPONDENCE

Commissioner West will attend the Scouts annual banquet in celebration of the founder Lord Baden Powell to be held on February 23rd at 4pm.

ADJOURN

ON MOTION OF COMMISSIONER FOWLER AND COMMISSIONER WEST THAT THE MEETING BE ADJOURNED AT 8:55PM. MOTION CARRIED.

COMMISSION CHAIRPERSON

CLERK/TREASURER



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **March 12, 2020**
Re: **Environmental Services Report**

Sewer Collection System

March 9th - had meeting with Bret Minor of Evangeline Excavating, a contractor that does directional drilling and pipe bursting underground, sometimes referred to as trenchless excavation. The main job being discussed was the sewer easement line, starting from behind Pharmasave to Magee Drive. Pipe bursting is needed to go under Kinsman's old garage, where existing old concrete sewer pipe is located, as well as under Magee Drive. Bret will get back to the Village with unit pricing per meter @ approximately 60 meters, for budget purposes. Staff feel that the rest of sewer line can be replaced in-house to avoid sewer line replacement tender and just use contractor for the trenchless excavating part of job.

Staff also received approximate directional drilling pricing for sewer line services installed under two lane roadways and sidewalk and curbing. As reported in the past, directional drilling saves a lot on infrastructure damage to roadways such as cutting the roadway and patching afterward. Price, depending on length, is in the range of \$2500.00 per sewer lateral and can probably be absorbed in the operations budget instead of the capital budget as mentioned in last months report.

As per Commission's decision, SCADA tender was awarded to Pennecom (Panel Shop) to install radio antennas and new pump controllers in all 14 lift stations. Pennecom has been in contact with staff and parts and software for Path Study have been ordered. Tentative date to start has not been decided to date. Staff will be ordering 2 new panels to replace old panels at KN 6 and KN 12 as soon as budget is finalized.

Treatment Plant

Treatment plant manager has been training Jeff on how to perform certain lab tests and how to install results on the computer. Jeff is continuously in the process of learning the whole collection system, which includes location of manholes, sewer easement lines and direction of flow.

Daily maintenance and record keeping is ongoing at the treatment plant including washing down of tanks, cleaning UV channel and cleaning out of return sludge pumps to ensure pumps are pumping to their capacity.

With road bans coming into effect March 4th staff booked Loomer's to haul sludge from digester the week before. This will be the last time this fiscal year that sludge will be hauled.

Wastewater Manager and Village Clerk discussed reducing sludge removal budget for upcoming year.

Sewer Calls

Lions Hall called again about their sewer line being plugged and backing up. Staff rented camera from local plumbing shop and used camera to video line after blockage was relieved. Video showed broken backwater valve flap that had broken off and was laying in the line collecting solids and causing line to back up. Staff removed broken piece to prevent line from plugging again. As reported last month, line out in street may have to be dug up to repair possible bad connection when frost is out of the ground.



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **March 12, 2020**
Re: **Public Works Report**

Public Works Building

Public Works staff and Village Clerk discussed the size and location of future new Public Works building which will tentatively be located behind the new Village Office. Land was just recently surveyed which give staff a better idea of what size building can be built. The current square footage of existing truck bay and back room is approximately 2300 sq. feet and is not very functional with the narrowness of the truck bay and small wood shop in the back. Staff have come up with a few different designs and dimensions and feel we need something in the area of 3000 sq. feet, which would be a 50 X 60 foot building or maybe a bit smaller at 60 X 48. A smaller part of the building would be a heated workshop/garage bay with bathroom, utility room and small office off shop area. This area would also be where parade float would be stored. The rest of the shop would be truck bays for Village trucks, MT Trackless and large attachments.

Sidewalk Snow Removal

Sidewalk snow removal has been limited over the last few months, along with spreading of salt. Winter in general has been good for operating budget with very little actual snow removal. With commission decision to keep MT Trackless for another season some money will have to be put aside to have Saunder's Equipment come down to do some maintenance work and troubleshoot an ongoing problem when operating the MT in work mode.

Forest Brook Playground

Playground in Forest Brook Park has a buffer of trees that separates playground from residents on the other side of privacy fence. Staff cleaned up buffer area and removed dead trees and windfalls to tidy area up some. Resident's privacy fence is broken and falling over into buffer area. Village office left a voicemail with resident that owns property to repair or remove fence.

Budget Items Discussion

Regarding new signs for different areas of the Village, Public Works staff would suggest investing in some new park signs/playground/ice skating areas. Signs have been brought to the attention of Recreation Coordinator and Village Clerk and the need for new to replace the old, shabby looking signs. Signs should also be more of a permanent style of material not plastic corrugated. Staff also discussed a uniform design, style and color for the different areas throughout the village.

The '08 Dodge should also have money set aside in the range of \$3000.00, which is an estimate of how much it will cost to replace manifolds, plugs and brake shoes. New box was installed on truck last year and would likely be worth fixing with the low km on truck.

Public Works staff would like to know of decision to increase Christmas decorating. Staff would advise against any type of ground installation or nativity set up. Staff would suggest installing proper infrastructure to support light pole type decoration and would suggest installation of similar light poles on the south side of street that would support proper pole decorations. They should be similar in style to the 5 black street lights the Village already owns except a few feet taller. The only location for these style of lights would be on the south side of Main St in the downtown core from Bridge St to Park Rd.

Staff also discussed the exterior of the new Village Office including the upper wood siding part, eavestroughs and possibly new windows. Staff would also recommend a deeper rich colour change when painted.



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REPORT TO VILLAGE COMMISSION

From: **Glen Abriel, Recreation Coordinator**

Date: **March 12, 2020**

Re: **Recreation Report**

MARCH BREAK DAY CAMP 2020 – MON MAR 16TH – FRI MAR 20TH

- Two local day camp counsellors will supervise the March Break Day Camp.
- Recreation Department has been planning all activities for the camp.

ADULT TAI CHI 2020

- Adult Tai Chi has been indefinitely postponed due to instructor dealing with a health concern.

SENIORS FITNESS 2020 – TUESDAYS AND THURSDAYS

- Senior Fitness classes with Helen Malo going smoothly – averaging 15-23 participants.
- Full time fitness instructor is currently on vacation but the Rec Department has hired a substitute instructor for that time period but only on Tuesdays due to substitute availability.
- Regular class schedule will begin again on March 24th @ 10am when Helen returns.

ADULT AEROBICS TRIAL SESSION – MARCH 24TH – APRIL 30TH \$4/DROP IN FEE

- Recreation Department and Helen Malo, in cooperation with the Kingston Fire Department, will be offering an Adult Aerobics class on Tuesdays and Thursdays at the Fire Hall immediately following the Senior Fitness classes. It will start on Tuesday March 24th @ 11:15am and continue until Thursday April 30th. This class will be for adults who are seeking a more aggressive exercise than the senior fitness class.

WEST KINGS HIGH SCHOOL DAVID MORSE MEMORIAL FIELD RENOVATION PROJECT

- Recreation Department staff met with Donna Baker on March 10th (West Kings High School Principal) to discuss developments of funding and future plans for the field.

OUTDOOR RINK PLANNING 2020

- Weather has been challenging to outdoor rinks this season. Please see Public Works report. There have not been as many skating days as last year but many people have mentioned on social media how much they appreciate having the FREE outdoor facility.

PINE RIDGE SCHOOL LADIES BASKETBALL – TUESDAY EVENINGS 7pm – 8:30pm

- Recreation Department has partnered with Pine Ridge Middle School and a local community volunteer to offer ladies basketball on Tuesday evenings.

ADULT SKATING – MONDAYS 10:30AM - NOON

- Mondays at 10:30am – averaging 12 participants.

COMMUNITY BASKETBALL AT ST. MARY'S ELEMENTARY SCHOOL – MONDAYS 6:45PM – 8:45PM

- Community Basketball continues each Monday at the new location of St. Mary's Elementary School. Averaging 15 participants each week.

FREE FACILITY ACCESS – KINGSTON CREDIT UNION CENTRE

- There are multiple FREE skating opportunities at the Kingston Credit Union Centre throughout the month of March, specifically over the March Break time period.
- Kingston Recreation is completing the final report for funding received from the Provincial Government within their Active Communities Fund. These funds go towards 'Free Facility Access' at the Credit Union Centre as well as at the Pine Ridge Middle School P.A.W.S afterschool program.

ACTIVE KIDS HEALTHY KIDS APPLICATION 2020

- Application deadline will be April 3rd, 2020.

KINGSTON UNITED CHURCH – WEDNESDAY FREE SOUP LUNCH

- Every 2nd Wednesday the Kingston United Church offers a FREE Community Soup lunch. March 18th is the next Soup Lunch.

KINGSTON STEER BBQ & VILLAGE FAIR

- There will be a Steer BBQ Meeting during the month of March to make plans and activities for upcoming event.

SUMMER OUTDOOR MUSIC SERIES

- Kingston Recreation will be contacting performers from the Annapolis Valley to make up the schedule for the summer outdoor concerts at the Beaman Bandstand in Centennial Park.

KINGS COUNTY – COMMUNITY PARKS, TRAILS & PLAYGROUND MAINTENANCE GRANT – (CPDP GRANT)

- Recreation Department will be working on CPDP application for 2020/21 CPDP Application is due Tuesday April 14th.

SPRING/SUMMER SOFTBALL

- Kingston Recreation has been in communication with local softball leagues. There has been a request for an additional ladies softball team to play at the Ravenwood fields. Due to the increase in scheduling, Kingston Minor Baseball will relocate games/practices to the arena ball field as necessary.
- One ladies team will practice on Sunday afternoons and play games on Thursday evenings.
- The additional ladies softball team will play games on Monday evenings and are still negotiating which evening will be their practice night.

PINE RIDGE MIDDLE SCHOOL – P.A.W.S AFTERSCHOOL PROGRAM

- Pine Ridge P.A.W.S - Afterschool program continues to gain more participants. Two more registrations in the month of February.

WEST KINGS HIGH SCHOOL O2 STUDENT PLACEMENT PROGRAM

- Recreation Department has coordinated with Kingston School in order for the student to acquire 100 hours of volunteer community hours for a high school credit. Student is

assisting Physical Ed teacher all day on Mondays and also after school on Mondays to Thursdays.

- West Kings High School Musical Drama – 'CHICAGO' – Tickets on sale now for April performances.

NATIVE COUNSEL PARENTING MENTORSHIP PROGRAM

- The local Native Counsel have continued to utilize the Kingston Recreation Hut & playground on Westwood St. and are in again on Saturday March 21st.

COMMUNITY METAL STORAGE BARN

- Recreation staff is seeking to replace the small storage barn adjacent to the arena ball field, which houses field equipment and softball gear for Kingston Minor Softball. The small barn is in disrepair and small wildlife have access into the barn and it also has some leaks. Kingston Minor Softball Association requested the Village look into a replacement. Public Works contacted Community Metal and the Clerk has the price list.
- An additional storage barn is requested by Kingston Recreation staff for the area by the Kingston Recreation Hut. This would be used to house day camp equipment and items during the Steer BBQ as well as for various recreation equipment for programming etc.
- The Recreation Department will discuss an ideal location for the storage barn with the Public Works Department.

OCCUPATIONAL HEALTH & SAFETY INSPECTIONS - PLAYGROUNDS

- Recreation staff will be doing various playground inspections over the next two months in accordance with the Village's Occupational Health & Safety guidelines.

VALLEY THUNDER LACROSSE

- Valley Thunder Lacrosse offers "Youth Try Lacrosse" instructional opportunities Fridays at the Pine Ridge Middle School from 6-8pm.

ANNAPOLIS VALLEY SAND BARRONS WORKSHOP – WEDNESDAY MARCH 25TH @ 9AM

- Annapolis Valley Sand Barrens workshop scheduled for **Wednesday March 25** from **9:30 AM- 3:30 PM**.

The purpose of the workshop is to share updates on the biodiversity assessment and land-use change analysis components of the project and provide an opportunity for continued learning about this ecosystem. The organizers hope to facilitate collaborative discussion between members of government, the science community, NGOs, community members and other stakeholders in order to inform the development of conservation strategies and future project elements. - Any available Commissioners are welcome to attend.



International **FRANCOPHONIE** Day



FRANCO FUN SKATE, LUNCH, AND MOVIE!

Friday, March 20, 2020 - 9:30 a.m. - 2:30 p.m.

\$5/adult and \$3/child (under 12)

Credit Union Centre (Kingston Skating Rink)



MOVIE:
LA COURSE
DES TUQUES

Register by Friday, March 13 at the AFV or at the GMFRC.



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REPORT TO VILLAGE COMMISSION

From: **Janice Hatfield**
Date: **March 12, 2020**
Re: **Apple Blossom Princess Report**

RECOMMENDATION

THAT THIS REPORT BE RECEIVED FOR INFORMATION

The Kingston Apple Blossom Festival (ABF) Committee members have met to discuss plans for the 88th Apple Blossom Festival, "Let Imagination Blossom" which have included advertising for a Leadership Candidate and Child Attendant as well as possible parade float ideas.

The Committee found that the ads in the Aurora have not been successful at reaching the target audience of potential leadership candidates and therefore paid for a Facebook advertisement. The advertisement is also on the Apple Blossom Festival's home webpage, the Village's home webpage and on posters. The deadline to receive applications is March 16th.

If there are no candidates this year, a parade float could still be built on the new trailer with a Steer BBQ theme.



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REPORT TO VILLAGE COMMISSION

From: Janice Hatfield
Date: March 12, 2020
Re: Volunteer of the Year Report

RECOMMENDATION

THAT THIS REPORT BE RECEIVED FOR INFORMATION

The Village advertised for nominations of Volunteer of the Year in the Aurora newspaper, sent letters to 13 volunteer organizations in the area, put posters up around the Village and advertised on the Village's website and outdoor sign. The deadline for nominations was March 6th and the Village received 2 nominations.

The selection committee, comprised of past Volunteers of the Year, will meet in the next few days to select a nominee to represent the Village.

Since there were only two nominees, they could both be invited to attend the County's Volunteer Celebration, which is being held at the Kingston Lion's Club on April 28th at 5:30pm. There is a maximum number of 2 volunteers per organization that can attend the event.



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REPORT TO VILLAGE COMMISSION

From: **Mike McCleave, Clerk/Treasurer**
Date: **March 12, 2020**
Re: **Clerk Report**

MOTION

THAT THE 2020/21 CAPITAL BUDGET WITH GROSS EXPENDITURES OF \$582,000 BE APPROVED WHICH INCLUDES THE ALREADY APPROVED RRFB CROSSWALK LIGHTS PROJECT AND THE SCADA SYSTEM PROJECT; TO BE FUNDED THROUGH SEWER RESERVES OF \$235,000 AND CAPITAL RESERVES OF \$347,000

List of Proposed Capital Projects

OPERATING BUDGET

Overall, the year end position is expected to be favourable. Please see financial report for budget, actuals and variances.

Tonight – Regular Commission Meeting

Operating Budget – Preliminary base budget discussion

Similar to previous years, this workshop provides an update on budget pressures, explains expected revenue changes (tax roll) and other staff identified items. Commission input will focus on setting budget parameters – salary adjustments, discussion on existing or new programs, service levels, budget principals, etc.

- Contributions to reserves amounts
- New service level initiatives
- VIC Opening / Closing

CAPITAL BUDGET

Library Renovation

Current drawings and tender documents are ready for posting. Federal funding application has been submitted and waiting on decision. Do we reach out to architect for updated design for new space?

Public Works Building

Do we start design process for new public works building? It was suggested by a few people that we go with a Design-Build tender where the Company with the winning bid would design and build the PW building based on the requirements we set out in the tender. Should we look at Harvey Architecture for direction/proposal?

Other Approved Capital Projects 2019-20 (Budget / Actual Amounts)

- STP Clarifier Refurbishment	\$75,000	\$9,900
- KN-14 Force Main Installation	\$400,000	\$269,900
- Public Wi-Fi/Camera Expansion	\$38,000	n/a
- Trail Repair	\$15,000	\$14,302
- Water Drilling Study	\$50,000	~\$50,000
- Highway 101 Signage	\$25,000	n/a
- Steer BBQ Stage Replacement	\$8,000	\$6,393
- Digital LED Sign	\$30,000	~\$37,000 (less \$15k)
- Ravenwood Park Improvements	\$0	\$5,674
- Village Office Renovation	\$175,000	\$200,000

Tentative Budget Schedule 2020 (Thursdays, 7pm, Village Office)

April 9	Regular meeting	Proposed Operating Budget released
April 23	<i>Special meeting</i>	Operating Budget deliberations
May 14	Regular meeting	Operating Budget deliberations and approval

Village of Kingston
Commission Finance Report
February 28, 2020

General Operations

	Actual YTD	Budget YTD	Variance YTD	Annual Budget	Notes
Revenues					
Residential/Commercial Taxation	711,100	709,300	1,800	709,300	
Dog Registrations	700	600	100	600	
Rentals	-	-	-	-	
Interest on Investments and Taxes	42,900	10,800	32,100	11,500	
Miscellaneous Income	1,300	1,200	100	1,200	
Recreation Revenue	25,700	24,900	800	26,500	
Arena Revenue	-	-	-	-	
Administration Revenues	85,000	85,000	-	85,000	
Grants from Other Governments	67,800	70,600	(2,800)	76,700	
Contributions from Reserves	-	-	-	-	
Total Revenues	934,500	902,400	32,100	910,800	
Expenditures					
General Government					
Legislative	15,800	19,200	3,400	20,800	
Administration	144,800	147,200	2,400	158,900	
Professional Fees	7,500	11,100	3,600	11,500	
Insurance (General)	14,400	13,800	(600)	13,800	
Civic Building Expenses	15,200	14,100	(1,100)	15,900	
Crossing Guards	14,600	14,100	(500)	15,700	
Miscellaneous	3,900	5,300	1,400	5,500	
Taxation Charges	7,100	10,500	3,400	10,500	
Library	6,400	8,500	2,100	9,100	
Total General Government	229,700	243,800	14,100	261,700	
Public Works & Transportation					
Public Works	86,300	93,400	7,100	102,000	
Village Maintenance	31,900	28,800	(3,100)	30,000	higher than average
Sidewalks & Crosswalks	10,500	7,900	(2,600)	7,900	DTIR - past crosswalk invoices
Snow Removal	68,000	60,100	(7,900)	75,100	Jeff's Salary shared through PW
Street Lighting	36,100	36,300	200	37,800	
Capital from Operating	-	-	-	-	
Total Public Works	232,800	226,500	(6,300)	252,800	
Tourism and Development					
Visitor Information Centre	20,900	22,400	1,500	22,900	
Other Development	3,700	9,400	5,700	9,400	Tree planting/vandalism/beautification
Apple Blossom Festival	3,800	4,500	700	4,500	
New Years Eve Event	4,700	4,800	100	4,800	
Steer BBQ	5,300	3,500	(1,800)	3,500	extra entertainment
Total Tourism and Development	38,400	44,600	6,200	45,100	
Parks					
Parks Repairs and Maintenance	42,800	42,300	(500)	45,800	Loomers - \$6k past invoices
Arena Rental Charges	4,600	4,600	-	4,600	
Total Recreation	52,200	48,900	(3,300)	52,400	
Recreation					
Recreation Administration	76,000	79,300	3,300	85,400	
Arena Expenses	-	-	-	-	
March Break Day Camp	900	200	(700)	1,200	
Summer Day Camp	8,300	7,800	(500)	7,800	
Youth Programs	4,200	2,700	(1,500)	3,000	
Adult Programs	5,700	7,600	1,900	8,300	
Seniors Programs	3,400	4,300	900	4,700	
Total Recreation	98,500	101,900	3,400	110,400	
Fiscal Expenses					
Transfers to Reserves					
Operating Reserves	1,000	1,000	-	1,000	
General Capital Reserves	75,400	75,400	-	75,400	
Sidewalk Construction Reserve	100,000	100,000	-	100,000	
Building Reserve	12,000	12,000	-	12,000	
LTD - Principal	-	-	-	-	
Total Fiscal Expenses	188,400	188,400	-	188,400	
Total Expenditures	840,000	854,100	14,100	910,800	
Surplus / (Deficit)	94,500	48,300	-	-	

**Village of Kingston
Finance Report**

Sewer Operations

	Actual YTD	Budget YTD	Variance YTD	Annual Budget
Revenues				
Sewer - Taxation	489,200	488,000	1,200	488,000
Sewer - User Fees	18,800	17,700	1,100	22,700
Sewer - Connection Charges	3,800	2,300	1,500	2,300
Total Revenues	511,800	508,000	3,800	513,000
Expenditures				
Environmental Health				
Administration	128,600	145,500	16,900	158,200
Treatment	20,500	25,300	4,800	28,500
Treatment - Electricity	59,100	64,200	5,100	70,000
Treatment - Disposal	34,700	63,000	28,300	70,000
Collection System Costs	29,200	35,600	6,400	38,800
Total Environmental Health	272,100	333,600	61,500	365,500
Fiscal Expenses				
Sewer Reserve	147,500	147,500	-	147,500
LTD - Principal	-	-	-	-
LTD - Interest	-	-	-	-
Total Fiscal Expenses	147,500	147,500	-	147,500
Total Expenditures	419,600	481,100	61,500	513,000
Surplus / (Deficit)	92,200	26,900		-

From: Katie McLean [<mailto:katiemclean@annapolisriver.ca>]

Sent: March 9, 2020 10:14 AM

Subject: Invitation- Annapolis Valley Sand Barrens Workshop (March 25)

Hello everyone,

Clean Annapolis River Project is currently working with a number of partners of a project that focuses on the Annapolis Valley Sand Barrens ecosystem. The Sandplain Heathland or Annapolis Valley Sand Barrens is a unique ecosystem that supports rare and uncommon assemblages of plants and animals. It is a globally rare ecosystem restricted to glacial outwash sand deposits of the Atlantic Coastal Plain. It is estimated that up to 97% of sand barrens habitat have been lost or transformed.

On Wednesday March 25 we will be hosting a workshop that will 1) provide background information on this ecosystem and 2) facilitate the identification and development of collaborative conservation strategies. Given that the Village of Kingston is one of the areas that supports this ecosystem, we think it is very important to have participation from the Village of Kingston staff and Commissioners. **I am reaching out in the hope of recruiting participation in this workshop by the Village of Kingston staff and Commissioners.**

I am hoping this invitation can be circulated to the Village Commissioners. I was not sure of the most appropriate contacts within Village staff, so I am hoping this can be shared as needed. Given that land management practices are one of the items that will be discussed, I have included the Public Works staff on this e-mail.

Below you will find some additional workshop information, including the draft agenda. If you have any questions about this project or the workshop, please do not hesitate to ask. I can be reached by phone at (902)-532-7533. If you feel there are any other individuals or organizations who should be invited to this workshop, please let us know and we will ensure that they are provided with in invitation.

Workshop purpose: To share updates on the biodiversity assessment and land-use change analysis components of the project and provide an opportunity for continued learning about this ecosystem; To facilitate collaborative discussion between members of government, the science community, NGOs, community members and other stakeholders in order to inform the development of conservation strategies and future project elements.

Date: Wednesday March 25

Time: 9:30 AM- 3:30 PM

Location: Kingston Fire Hall, 570 Sparky St. Kingston NS

Tentative agenda, 9:30 AM- 3:30 PM

9-9:30 AM- Arrival, tea/coffee

9:30-9:45 AM- Introductions

9:45-11:30 AM - The ecology of the Annapolis Valley Sandplain Heathland, biodiversity assessment updates (Nick Hill, Sherman Boates, John Brazner)- break as needed

11:30 AM- 12 PM- Land-use change analysis update, Ian Manning (COGS)

12-12:45 PM- Lunch (provided)12:45-1 PM- Reconvening, instructions for breakout groups

1-2:15 PM-Break-out groups for strategic planning·

Strategies and opportunities for Municipal Governments·

Strategies and opportunities for local community member and youth education and outreach·

Strategies and opportunities for large landowners and businesses·

Identification of priority sites for land protection/preservation·

On-going science/research needs

2:15-2:30 PM- Break/ wrap up of discussions as needed

2:30-3:30 PM- Sharing results of breakout group discussion, larger group feedback, discussion of next steps

If you are able to participate in this session, please RSVP ASAP to Katie McLean katiemclean@annapolisriver.ca. If you have any food allergies or dietary restrictions we should be aware of, please include this with your RSVP.

--

Katie McLean

Communications and Outreach Coordinator

Clean Annapolis River Project

Annapolis Royal, Nova Scotia

(902)-532-7533 ext. 6

www.annapolisriver.ca

<https://www.facebook.com/CleanAnnapolisRiverProject>

Middleton, Kingston, Lawrencetown Lions Clubs
and the **Community of Port George**

DEAR SPONSOR

SUBJECT: 38th Annual Port George "COUNTRY JAMBOREE July 25th 2020"

The Middleton, Kingston, Lawrencetown Lions Clubs and the Community of Port George will be holding the Port George "COUNTRY JAMBOREE" on Saturday, **25th July 2020**. In past years we have had approximately 3000 people at the Jamboree from all over Western NS and abroad. All proceeds from this event go to "Support Lions work in the local Communities" and "Improvements to the "Regional Recreation Centre" in Port George. The Organizing Committee would very much appreciate it if you would help sponsor this important fund-raiser by purchasing a company advertisement. The cost of the AD and the publicity that you will receive are as follows:

PLATINUM

\$500 or more ...

- Your **LOGO** will be displayed on a "**SPECIAL**" sponsor sign at the Jamboree.
- Your **BANNER** (if provided) will be put up on the fence along the road.
- Your **AD** will be included on our 90 Jamboree Posters.
- Your **AD** in our 2500 Programs will be located on the inside of the front cover.
- Your **NAME** will be announced on AVR (all stations) multiple times from **20th to 25th July**.
- Your **NAME** will appear on our PGCJ website as a **PLATINUM** sponsor.

GOLD

\$200

- Your **NAME** will be announced on AVR (all stations) multiple times from **20th to 25th July**.
- Your **AD** will be included on 90 Jamboree Posters.
- Your **AD** will be included in our 2500 Programs.
- Your **NAME** will be included on a "**SPECIAL**" sponsor sign at the Jamboree.
- Your **NAME** will appear on our PGCJ website as a **GOLD** sponsor.

SILVER

\$125

- Your **AD** will be included in our 2500 Programs.
- Your **NAME** will be included on a "**SPECIAL**" sponsor sign at the Jamboree.
- Your **NAME** will appear on our PGCJ website as a **SILVER** sponsor.

BRONZE

\$75

- Your **AD** will be included in our 2500 Programs.
- Your **NAME** will be included on a "**SPECIAL**" sponsor sign at the Jamboree.
- Your **NAME** will appear on our PGCJ website as a **BRONZE** sponsor.

FRIENDS OF THE JAMBOREE

\$35

- Your **Company Name & Phone #** will be included in our 2500 programs.
- Your **NAME** will be included on a "**SPECIAL**" sponsor sign at the Jamboree.
- Your **NAME** will appear on our PGCJ website as a **Friend of the Jamboree** sponsor.

The Organizing Committee **THANKS YOU** for your generous support.

Sincerely,



Lion Barbara Lyle

Phone 902-765-3225

2020 Sponsorship Committee - Port George Country Jamboree

MAKE CHEQUE PAYABLE TO **"PORT GEORGE COUNTRY JAMBOREE"**