



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

ph 902 765-2800
fx 902 765-0807

March 11, 2021

Commissioner W. Fowler
Commissioner M. West
Commissioner B. Beardsley
Commissioner M. Bishop
Commissioner N. Larder

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 11, 2021.



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REGULAR COMMISSION MEETING March 11, 2021

AGENDA

1. Review of Minutes of Meeting held February 11, 2021
2. Business Arising from the Minutes
3. Consent to Agenda Items
4. Committee Reports
 - i. Wastewater
 - ii. Public Works
 - iii. Recreation
5. Clerk's Report
6. Finance Report
7. Operating Budget 2021-22
8. Capital Budget 2021-22
9. Correspondence
10. Adjournment



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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF FEBRUARY 11, 2021

COMMISSION:

Wayne Fowler - Chair
Mike Bishop – Vice Chair
Muriel West
Brad Beardsley
Neil Larder

Mike McCleave – Clerk/Treasurer
Janice Knickle – Administrative Assistant

OPENING

Chair Fowler called the Regular Session meeting to order at 8:40pm, following the 6pm budget meeting.

REVIEW OF MINUTES

Chair asked for a review of the January 14, 2021 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BEARDSLEY THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF JANUARY 14, 2021. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Fowler asked for any business arising from the minutes of January 14, 2021.

Department of Transportation (DTIR) Issues

Clerk reported that DTIR would consider eliminating the section of Markland Rd in front of the Superstore. There may also be a lot of hoops involved with the process and some businesses may require new civic addresses.

Student Work Term

Clerk stated the student will start on February 22nd and her duties will include a social media program and the creation of a local business directory. Clerk will email the student job description out to commissioners.

VIC Rental Agreement

Clerk reported the agreement is done and has been signed.

Steer BBQ

Commissioner West reported the meeting on January 19th was cancelled due to Covid-19 restrictions and no new date has been set. Chair Fowler suggested and Commission agreed to have Commissioner West email Peter Kirkpatrick to request an official vote to cancel this year's event and for the village to send out the notice of cancellation.

CONSENT TO AGENDA ITEMS

Chair asked for any additions to the agenda.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER BEARDSLEY THAT THE COMMISSION APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED.

COMMITTEE REPORTS – See Full Reports

ENVIRONMENTAL SERVICES – See Full Report

Staff are still waiting for the radios from Pennecon in New Brunswick to complete the lift station project and, even if received, the border to NB is closed so installation timeframe by Pennecon staff is unknown.

PUBLIC WORKS – See Full Report

Staff have requested that Nova Scotia Power look into eliminating a power pole located in the parking lot across from the Village Office and reroute the three-phase power to run on the north side of Main St. from Pharmasave to the Village Office.

RECREATION – See Full Report

Commission asked if the new student has her Criminal Records and Child Abuse Registry for the March Break Day Camp. Clerk will confirm with Recreation staff.

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

CLERK/TREASURER REPORT – See Full Report

OPERATING BUDGET

Clerk reported that, overall, the year end position is expected to be favourable. Please see next report for budget, actuals and variances.

VIC Building Rental

Clerk reported the agreement was signed with Western Woodlot Services Corp (WWSC) and that they moved into the building on February 1st. The agreement allows for more than one user of the space but WWSC would have first right of refusal to other users.

Library Cleaning Contract

The library cleaning contract was awarded to the lowest bidder - Kings Janitorial.

Greenwood Road Speed Sign (Summer 2020)

Recordings showed that 82% of all speed readings were under 56km/h.

IT Infrastructure Cost

Clerk reported the Village was overcharged for the IT upgrades reported last month and will be receiving a credit from Windsor West Hants.

Community Development Student

The 4th year Acadia University student will begin on Monday, February 22nd for 6 weeks.

Public Works Building

Clerk reported the Village received 4 tender bids for the new public works building.

Mid Valley (1997) Construction Limited (MVC)	\$388,700
Gary Parker Excavating Limited	\$525,000
Roscoe Construction Limited	\$525,434
MacLean Construction Ltd.	\$619,865

Able Engineering has put forward a recommendation to award MVC the contract. Clerk stated the Village Commission already approved \$250,000 in this fiscal year's capital budget. The budget amount should be approximately \$475,000 if the project is to be awarded. Clerk provided financing options but after a discussion the Commission proposed to use reserves to finance the Public Works building and look at other funding options for other projects.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER WEST THAT THE VILLAGE COMMISSION APPROVE THE INCREASE OF THE PUBLIC WORKS BUILDING CAPITAL BUDGET FROM \$250,000 TO \$475,000. MOTION CARRIED.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER BEARDSLEY THAT THE COMMISSION TAKE ABLE ENGINEERING'S RECOMMENDATION TO AWARD THE PUBLIC WORKS BUILDING CONTRACT TO MID VALLEY (1997) CONSTRUCTION LIMITED IN THE AMOUNT OF \$388,700 + HST. MOTION CARRIED.

Clerk will advise Able Engineering that the Village is awarding the contract to MVC.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER BISHOP THAT THE VILLAGE COMMISSION TRANSFER \$275,000 FROM THE "SURPLUS" ACCOUNT TO THE CAPITAL RESERVES ACCOUNT. MOTION CARRIED.

ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER BISHOP THAT THE VILLAGE COMMISSION TRANSFER \$36,135.45 FROM THE "SURPLUS – SEWER" ACCOUNT TO THE SEWER RESERVE ACCOUNT. MOTION CARRIED.

Library Renovation (Breakdown)

Architecture and Engineering	\$14,908.15	(\$14,295.45 + HST)
Access Contracting	\$367,333.41	(\$352,236.55 + HST)
Acadia Roofing	\$64,849.70	(\$62,184.47 + HST)
Miscellaneous	\$4,787.00	(\$4,590.26 + HST)

Unused Federal Funds \$48,122.00 (\$46,144.26 + HST)

Commissioner Beardsley asked about tendering the outside cladding for the library. Clerk stated the capital budget needs to be approved first but the tender can be prepared and issued as soon as the budget is approved. Clerk provided cladding ideas using stone and steel siding. Commission agreed to have staff contact Able Engineering to get their opinion on the tendering process.

Approved Capital Projects 2020-21 (Budget / YTD Actual Amounts)

- Water Drilling Study	\$50,000	\$17,661	
- Library Renovation	\$500,000	\$451,878	
- KN5 / KN12 Lift Station Panels	\$40,000	\$35,997	(Complete)
- SCADA System	\$135,000	\$91,714	
- Main Street Easement Renewal	\$60,000	\$40,774	(Complete)
- Balser Drive Sidewalk Design	\$10,000	\$9,386	
- Main/Maple RRFB Crosswalks	\$15,000	~\$18,000	(no invoice yet)
- PW Building	\$250,000	\$14,774	
- Ravenwood Dugouts	\$13,000	\$5,006	(Complete)
- Village Office Exterior Repairs	\$5,000	\$5,030	(Complete)
- Recreation Storage Shed(s)	\$9,000	\$7,436	(Complete)
- Wastewater Lean-to	\$5,000	deferred	
- Tow-behind Boom Lift	\$40,000	\$39,072	(Complete)

Clerk reported the current Water Study is complete and should be another \$10,000.

FINANCE REPORT

Clerk stated there were no major changes from the previous month. County Recreation funding is still low because the Village has not yet received our Recreation Grants or the funding to offset Recreation Coordinator's salary. Recreation Revenue was low this year due to Covid-19 restrictions.

Library Update

Commissioner West stated the Grand Opening will be held virtually due to Covid restrictions. There are still some loose ends to complete beforehand including some printing for the top of the donor bookcase that hold wooden "books" with donor names on them. The 4x8 artwork of the Steer has been put up. She also reported that the feedback from the public has been very positive. Chair suggested sharing the library information all over social media.

ADJOURNMENT

**ON MOTION OF COMMISSIONER BEARDSLEY AND COMMISSIONER LARDER
THAT THE MEETING BE ADJOURNED AT 9:50PM. MOTION CARRIED.**

COMMISSION CHAIRPERSON

CLERK/TREASURER



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **March 11, 2021**
Re: **Environmental Services Report**

SCADA Update

To date there is no further progress on the SCADA installation/completion due to ongoing pandemic restrictions for travelling within the Atlantic Bubble. Once restrictions are lifted, Pennecon will be back to connect five remaining lift stations to SCADA system.

Collection System

Feb 17th Staff scheduled meeting with Bret Minor to get quote for directionally drilling 4-inch force main from proposed West Main St subdivision. Contractor is confident he can directionally drill into manhole on south side of street 300 meters away. Staff were informed by the owner of proposed subdivision that road into subdivision will be directly across from Brookside Dr., as per DTIR request.

Feb 19th Staff received call again from 401 Lincoln St. at 9:30pm. Resident stated that sewer was backing up through floor drain in basement again. Staff augured line to relieve blockage and booked Loomer's to video main sewer line. Staff were able to view a 2008 video file of line and noticed that line was repaired some years ago for residents at 401 Lincoln St.

Feb 22nd Staff pulled pump at Shawn Dr. lift station to remove rag that was jamming impeller, causing pump to trip out on overload. Staff noticed red light flashing at station during manual check. KN-7 is one of the five stations not communicating on the SCADA system and has to be checked manually for any alarms.

March 3rd Staff received call from resident at 6:30 pm to report flashing red light at the lift station on Sunset Dr. in Forest Brook subdivision. Staff checked lift station and had to reset pumps due to a power outage the night before caused by high winds. This is a reoccurring problem with this particular lift station and we thought that Pennecon had solved the issue. Staff will have Pennecon troubleshoot panel when they come back to finish SCADA project. This station is also one of the stations not communicating through the SCADA system to date.

March 5th Loomer's videoed main line on Lincoln St. and video showed tree roots infiltrating main sewer line at pipe joint that was repaired years ago. Line will have to be excavated in the spring to repair. Staff have also requested a quote for pipe bursting from Evangeline Excavating, which may possibly be added to the list of capital projects.

Treatment Plant

Daily duties at the treatment plant are ongoing, including washing down of tanks and UV Channel, cleaning out sludge pumps when needed, recording daily flows and monthly sampling of the final effluent.

Treatment plant staff painted floors and walls of the UV Room and the treatment plant manager's office.

Training Courses

Public Works staff attended Confined Space Awareness course on Feb 9th and Confined Space Rescue on Feb 12th. Staff have to take training every 2 years.



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **March, 2021**
Re: **Public Works Report**

Snow Removal Maintenance

After the February 8th storm that brought snow in excess of 35 cm, sidewalk snow removal has been limited, but salt spreading has been steady. Office staff did receive complaints of snow banks at stop signs that were causing visibility issues for some drivers. Office also received complaints from parents picking children up at school and limited curbside parking because the medians had a lot of snow on them. Staff used 4060 Kubota tractor and rear mount blower to remove snow from median across from Pine Ridge Elementary School while waiting on parts for MT6 Trackless. Contractor for downtown core snow removal was contacted to remove buildup of snow at stop sign on the west corner of Palmer Dr. and Main St for better visibility.

Staff requested another 28-ton load of salt. The bulk salt was ordered and delivered to Public Works barn on February 26th and will be the last load needed for this year. Only two loads of salt needed this year versus three loads last year because of the mild winter.

MT6 Trackless Repairs

Staff received the yoke assembly for the drive shaft that runs the snow blower on the MT Trackless. Staff installed parts and snow blower is back in operation and running much smoother.

Outdoor Rink Maintenance

Outdoor rinks at tennis courts were not open for a few weeks because of mild conditions combined with the 35 cm dumping of snow all at once, creating a thick layer of slush underneath the snow. Staff eventually used tractor with loader to remove heavy slushy snow, which created a very uneven surface. After repeated floods when temperatures were cold, enough staff were able to open rinks the last week of February.

Stronach Park / Skating

March 4th Public Works staff opened duck pond up at Stronach Park for ice skating.

Electrical Service Reroute / Village Office

Staff received work order number from NS Power (NSP) to reroute the electrical service from power pole across the road from Village Office. This is to eliminate unnecessary pole located in middle of parking lot. Planner for NSP stated in an email that there would be no customer contribution to do the work and someone will be in touch when work is scheduled. Village office will lose power for a few hours while work is in progress.

New Public Works Building Update

Feb 24th Contractors, who were awarded the contract to construct new Public Works shop, pushed back banks of snow and began excavating and removing unsuitable material where building will be placed. Clean pit run fill was hauled in and compacted in preparation for shop foundation/slab. The Village Clerk and engineers that designed the building attended start-up job meeting later in the afternoon with contractors.



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REPORT TO VILLAGE COMMISSION

From: **Glen Abriel, Recreation Coordinator**
Date: **March 11, 2021**
Re: **Recreation Report**

MODIFIED MARCH BREAK DAY CAMP 2021 – MON MAR 15TH – FRI MAR 19TH

- Acadia Co-op Student (Emily Harris) to supervise the March Break Day Camp.
- Hired one additional Day Camp Counsellor.
- Recreation Department has been planning the activities for the camp.

SENIORS FITNESS 2021

- Senior Fitness Classes with Helen Malo going smoothly – averaging 12 -16 participants.

ADULT AEROBICS 2021

- Adult Aerobics participations numbers have been low. Recreation Department will continue with the program until the end of April and evaluate the program viability.

WEST KINGS HIGH SCHOOL DAVID MORSE MEMORIAL FIELD RENOVATION PROJECT

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

OUTDOOR TENNIS COURT RINKS 2021

- Weather has been challenging to outdoor rinks this season. Please see Public Works report. We have not had as many skating days as last year but many people have mentioned on Social Media how much they appreciate having the FREE outdoor facility.
- Opened the Stronach Park Duck Pond for the first time this skating season on Tuesday March 2nd. As of the printing of this report, the Duck pond was still open and well used.

HALIFAX NORDIC SKI – PARAGON GOLF COURSE

- Recreation Department has communicated with Lorenzo from Halifax Nordic Ski and their request for potential Village funding. The Recreation Coordinator assisted Lorenzo in filling out the application for the Village's Festivals & Events funding to see if that organization's competitive and non-competitive Cross Country and Nordic Ski "Loppet" events would be eligible for potential funding.
- Various Recreation Departments, Halifax Nordic Ski and the Provincial Department of Community Culture & Heritage will be involved in a meeting to discuss a potential group purchase of cross country ski equipment to be located at strategic municipal units throughout Kings County for loan program and event usage.

ADULT SKATING – MONDAYS 10:30AM - NOON

- Mondays at 10:30am – averaging 15-24 participants.

ADULT COMMUNITY BASKETBALL AT PINE RIDGE MIDDLE SCHOOL – MONDAYS 7PM – 9PM

- Community Basketball continues each Monday averaging 12-15 participants each week.

ACTIVE KIDS HEALTHY KIDS APPLICATION 2021

- Village of Kingston Recreation Department will be handing over the Chairperson role to the Town of Berwick by the end of March. Recreation Department will stay on as an active member of this local funding group.

RECREATION FOR MENTAL HEALTH WORKSHOP

- Acadia Co-op student and recreation coordinator participated in the Recreation for Mental Health Workshop on Tuesday March 9th from 8:30am – 12:30pm.

SUMMER OUTDOOR MUSIC SERIES

- Kingston Recreation will be contacting performers from the Annapolis Valley to make up the schedule for the Summer Outdoor Music Series at the Beaman Bandstand in Centennial Park, as COVID restrictions allow.

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

- Recreation Department will be working on CPDP application for 2021/22 CPDP which is due Thursday April 1st, 2021.

OCCUPATIONAL HEALTH & SAFETY - PLAYGROUND INSPECTIONS

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

VALLEY THUNDER LACROSSE

- Valley Thunder Lacrosse will be starting their practices and training for local youth as the ice comes out of the Credit Union Centre.

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 and the Autism Chapter of NS's special sensory skating time periods.

**CREDIT UNION CENTRE**

FREE SKATING UPCOMING AT THE KINGSTON CREDIT UNION CENTRE

COVID -19 PROTOCOLS IN EFFECT : WHEN MAXIMUM 50 SKATERS ARE ON THE ICE, THE FRONT DOOR WILL BE LOCKED.

- SAT MARCH 6TH AT 12Noon – 1PM
- SAT MARCH 13TH AT 12Noon – 1PM

FREE SKATING OVER MARCH BREAK 2021

- TUES MARCH 16TH AT 12:15 – 1:15PM
- WED MARCH 17TH AT 12:45 – 1:45PM
- THUR MARCH 18TH AT 3:30 – 4:30PM
- FRI MARCH 19TH AT 3:15 – 4:15PM
- SAT MARCH 20TH AT 12Noon – 1PM

We strongly encourage everyone to bring their helmets. We have some helmets available, so please ask if you need one!

**NOVA SCOTIA
NOUVELLE-ÉCOSSE**

ALL TIMES ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE. Please call prior to arriving at the rink 902-765-2516 or visit www.wkaa.ca



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REPORT TO VILLAGE COMMISSION

From: **Mike McCleave, Clerk/Treasurer**
Date: **March 11, 2021**
Re: **Clerk Report**

RECOMMENDATION

That this report be received for information.

OPERATING BUDGET

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

Joint Accessibility Advisory Committee

Commission to approve signing of the Intermunicipal Service Agreement for the Joint Accessibility Advisory Committee.

Previous Motions Approved

MOTION #1 (Passed December 10, 2020)

That the Village Commission agree to accept the invitation from the Municipality of the County of Kings to join the Joint Accessibility Advisory Committee, which includes the Municipality and other Villages in Kings County.

MOTION #2 (Passed December 10, 2020)

That the Village Commission agree to share the costs of operating the Committee as outlined in the Municipality's October 6, 2020 Request for Decision report titled Options for Accessibility Advisory Committee.

Halifax Nordic Ski Club

See attached document (next page). They are requesting support for first year start up costs.

Parking Concerns (Main Street between Warner Lane and Palmer Drive)

Concerns relate to long term parking by residential tenants in front of commercial space, accessibility parking (is it needed?), and crosswalk button not working in cold weather

Valley Credit Union - Steer BBQ Grounds

Valley Credit Union has requested permission to use the Steer BBQ Grounds to hold an event to support Mental Health.

West Kings High School Prom / Graduation

West Kings High School is looking for a venue to hold their graduation and prom. They have reached out to us about using Centennial Park, Stronach Park, or the Steer BBQ Grounds.

Approved Capital Projects 2020-21 (Budget / YTD Actual Amounts)

- Water Drilling Study 2019-20	\$50,000	\$17,661	
- Library Renovation	\$500,000	\$451,878	
- KN5 / KN12 Lift Station Panels	\$40,000	\$35,997	(Complete)
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- Wastewater Lean-to	\$5,000	deferred	
- Tow-behind Boom Lift	\$40,000	\$39,072	(Complete)

Projects to be carried forward into 2021-22

- Library Renovation - Re-siding of building remaining
- SCADA System - under construction
- PW Building - under construction

Halifax Nordic Ski Club in partnerships with Paragon Golf and Country club has created a new Nordic Park in Kingston. This venue is open to all members of the community and is a draw to the area from the entire valley region.

THE EVENT - Is the creation of a Nordic center for 10 weeks from Jan 1 to March 15 during which time the venue allows for Walking, snowshoeing and XC skiing on a groomed trail system. This also allows for hosting special events such as our loppet on Feb 21 that brought over 50 persons to Kingston and will allow Kingston's or other local recreation departments to utilize the trails and host special events.

The Event has operating costs of over \$2500 per year, we are a non-profit and 100% volunteer group. We encourage membership in the club to help pay for this equipment but do not make membership mandatory. **Our hope is by the start of year 3 to have enough local members cover all operating costs but for the 1st year we are requesting a grant of \$1000 to help offset some of the expenses.**

We have created a multiuse trail system(2.6km) and a XC only trail(4.5km) the multiuse system has been well received by the local population while the XC trails serve both locals and are a draw to Kingston for the entire valley region. The trails are also bringing in visitors from Lunenburg, Bridgewater and Halifax for day visits and overnight stay, our trails are of economic benefit for the village.

To open the venue HNSC brought in over \$30 000 in equipment to groom the trails and will need to purchase a sea container for secure storage of the equipment

HNSC is committed to operating a Nordic center at Paragon Golf and Country XC for the long term

Startup cost	\$30 0000	Sled/Groomer
Operating costs	\$2500	Gas/maintenance

Revenue	memberships @ \$65 per person	Year 1	10 @ 65	\$ 650
		Year 2	50 @ 65	\$3 250

Village of Kingston
Commission Finance Report
February 28, 2021

General Operations

	Actual YTD	Budget YTD	Variance YTD	Annual Budget	Notes
Revenues					
Residential/Commercial Taxation	727,300	725,300	2,000	725,300	
Dog Registrations	400	600	(200)	600	
Rentals	600	-	600	-	
Interest on Investments and Taxes	13,200	10,800	2,400	11,500	
Miscellaneous Income	600	800	(200)	800	
Recreation Revenue	10,100	24,500	(14,400)	26,100	Covid
Arena Revenue	-	-	-	-	
Administration Revenues	85,000	85,000	-	85,000	
Grants from Other Governments	59,500	72,000	(12,500)	79,800	County Rec funding (final amounts)
Contributions from Reserves	-	-	-	-	
Total Revenues	896,700	919,000	(22,300)	929,100	
Expenditures					
General Government					
Legislative	16,000	19,200	3,200	20,800	travel expenses / election expenses
Administration	142,900	153,200	10,300	165,200	
Professional Fees	12,900	10,100	(2,800)	10,400	legal fees
Insurance (General)	15,000	14,000	(1,000)	14,000	
Civic Building Expenses	10,900	13,800	2,900	15,300	
Crossing Guards	8,800	14,800	6,000	16,400	(no school March - June)
Miscellaneous	1,500	5,300	3,800	5,500	no festival grants
Taxation Charges	8,500	10,500	2,000	10,500	
Library	12,900	16,700	3,800	17,300	
Total General Government	229,400	257,600	28,200	275,400	
Public Works & Transportation					
Public Works	94,000	96,200	2,200	105,200	
Village Maintenance	27,600	28,800	1,200	30,000	
Sidewalks & Crosswalks	3,800	9,500	5,700	9,500	
Snow Removal	56,200	58,600	2,400	73,300	
Street Lighting	14,100	17,500	3,400	19,100	
Capital from Operating	-	-	-	-	
Total Public Works	195,700	210,600	14,900	237,100	
Tourism and Development					
Visitor Information Centre	3,200	3,800	600	4,200	
Other Development	11,300	11,500	200	11,500	
Apple Blossom Festival	100	4,200	4,100	4,200	Covid
New Years Eve Event	-	4,800	4,800	4,800	Covid
Steer BBQ	-	5,000	5,000	5,000	Covid
Total Tourism and Development	14,600	29,300	14,700	29,700	
Parks					
Parks Repairs and Maintenance	44,200	43,000	(1,200)	46,700	\$5k fr. Last year
Arena Rental Charges	4,600	4,600	-	4,600	
Total Recreation	48,800	47,600	(1,200)	51,300	
Recreation					
Recreation Administration	63,300	85,500	22,200	91,500	Salaries / NS Active Grant (5k each)
Outdoor Rink(s)	2,200	2,000	(200)	2,000	
Arena Expenses	100	-	(100)	-	
March Break Day Camp	-	200	200	1,200	
Summer Day Camp	4,400	7,800	3,400	7,800	Covid
Youth Programs	400	2,700	2,300	3,000	
Adult Programs	4,200	7,600	3,400	8,300	Covid
Seniors Programs	3,200	4,300	1,100	4,700	Covid
Total Recreation	77,800	110,100	32,300	118,500	
Fiscal Expenses					
Transfers to Reserves	-	-	-	-	
Operating Reserves	1,000	1,000	-	1,000	
General Capital Reserves	104,100	104,100	-	104,100	
Sidewalk Construction Reserve	100,000	100,000	-	100,000	
Building Reserve	12,000	12,000	-	12,000	
LTD - Principal	-	-	-	-	
Total Fiscal Expenses	217,100	217,100	-	217,100	
Total Expenditures	783,400	872,300	88,900	929,100	
Surplus/(Deficit)	113,300	46,700		-	

**Village of Kingston
Finance Report**

Sewer Operations

	Actual YTD	Budget YTD	Variance YTD	Annual Budget	
Revenues					
Sewer - Taxation	494,100	494,000	100	494,000	
Sewer - User Fees	24,000	14,600	9,400	18,700	Armstrong Food Services increase
Sewer - Connection Charges	4,600	2,300	2,300	2,300	Strong construction year
Total Revenues	522,700	510,900	11,800	515,000	
Expenditures					
Environmental Health					
Administration	135,400	154,100	18,700	167,300	timing / journal entries required
Treatment	16,500	25,600	9,100	28,800	
Treatment - Electricity	62,600	64,200	1,600	70,000	
Treatment - Disposal	45,200	54,000	8,800	60,000	
Collection System Costs	29,000	38,000	9,000	41,400	
Total Environmental Health	288,700	335,900	47,200	367,500	
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	436,200	483,400	47,200	515,000	
Surplus/(Deficit)	86,500	27,500		-	



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

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REPORT TO VILLAGE COMMISSION

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

OPERATING BUDGET

Adjustments:

Add new employee (community development, communications, recreation)

Increase reserve contributions to reduce future reliance on debt financing

- Minimum \$6,600 increase (1.8%)

Increase residential tax rate 2.1 cents to 33 cents/\$100 assessed

- \$21 annual increase on \$100,000 assessed (\$84 annual - \$400,000 property)

Adjust budget line items comparative to previous years' expenditures

CAPITAL BUDGET

MOTION

THAT THE 2021/22 CAPITAL BUDGET WITH GROSS EXPENDITURES OF \$1,232,000 BE APPROVED; TO BE FUNDED THROUGH SEWER RESERVES OF \$104,000, CAPITAL RESERVES OF \$883,000 AND THE REMAINDER THROUGH GAS TAX OF \$145,000, FEDERAL/PROVINCIAL FUNDING OF \$50,000, AND KINGS COUNTY FUNDING OF \$50,000.

Proposed Capital Projects

TRANSPORTATION (\$115,000)

Maple Street sidewalk and curbing	\$230,000 (\$145,000 Gas Tax)
East Main Street Sidewalk Extension Design	\$30,000

EQUIPMENT (\$120,000)

MT-6 Trackless Replacement	\$120,000
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WASTEWATER (\$104,000)

Lincoln Street gravity line replacement	\$35,000
KN#3 Lift Station Renewal Design	\$10,000
New Clarifier Design	\$25,000
West Main Street Lateral Installation	\$14,000
Maple Street Lateral Installation	\$10,000
Sewer Asset Management - Survey/GIS	\$10,000

CAPITAL (\$648,000)

Village Office exterior repairs	\$5,000
Library exterior re-siding	\$100,000 (\$50,000 Feds/Prov)
Treatment Plant lean-to	\$15,000
PW Building Construction	\$475,000
Decorative Streetlights (five)	\$18,000
Top Dressing Ravenwood Lower Field	\$20,000
Ravenwood Canteen roof replacement	\$15,000
2021 Water Drilling Study	\$100,000 (\$50,000 Kings County)

Total Budget

\$1,232,000

Village Reserves	\$	987,000
Gas Tax	\$	145,000
Federal / Provincial Funds	\$	50,000
County of Kings	\$	50,000

Steer Barbeque and Village Fair Meeting
Re: Future of the Steer BBQ
6pm Feb 23/21, Kingston Legion

Attendees:

Brad Beardsley (Village)
Glen Abriel (Village Rec Director)
Muriel West, Rec Sec (Village)
Peter Kirkpatrick, Chair (Legion)

Christene Keddy (Lion)
Wayne Fowler (Village Chair)
John Pierce

Meeting Called to Order:

Chair, Peter K, welcomed all attendees to the meeting at 6:05. On a table Muriel W had provided attendees with:

1. A copy of our Dec 8/20 minutes
2. An agenda/ proposal for changing up the Steer BBQ which Brad created

Minutes of the Dec meeting:

Brad B moved, John P seconded the minutes, which had been circulated electronically prior to this meeting, be approved as presented. Christene K asked that minutes from this current meeting be sent on to the Lions' secretary, Mr Praught.

Brad's proposal for modifying the Steer BBQ: (see attached agenda for complete report)

Brad read his proposal aloud for all to assess. He then moved, and Wayne F seconded, the adoption of this proposal. Discussion followed. John P asked for input from Christene K, representing the Lions, Peter K, representing the Legion, and Brad B, representing the Fire Department.

1. Christene K clarified that Brad's intention was that there would be no "doubles" in food offerings. Yes, said Brad B, that was his intention. Christene also offered a list of items currently stored at the Lions' Hall ie, banners (in questionable condition) and paper products that belonged to the Steer BBQ (see attached). Christene was asked not to dispose of any of these items (ie the banners) right now. Christene said the Lions' were willing to work with this new concept and were on board with this new model.
2. Brad B said there was little change in involvement for the Fire Department, who have conducted the Breakfast and the Sparky Run for several years, supplying all their own equipment and retaining all their own profit.
3. Peter K said the general consensus of the Legion was that this new concept was outstandingly acceptable. The Legion gives its overwhelming approval to Brad's vision. He added that the Legion is willing to cede their portion of the \$5,000 seed money to the Village.

Wayne F offered that all parties who had contributed to the BBQ in the past ie, the Legion, Lions, and the Fire Dept, should receive correspondence from the Village, inviting them for a brainstorming session whenever the new BBQ is being considered. This would prevent any 2 groups from planning to do the same function at the same time during the BBQ ie, 2 groups planning a beef dinner on the same night. Peter expressed his sentiment that it was a little early to discuss details now.

The Question was called. The motion was carried to accept Brad's proposal.

Seed Money, Bank account, Title to BBQ:

Christene K relayed that the Lions' Club are willing to cede their portion of the \$5,000 seed money to the Village. John P proposed that the Steer BBQ bank account be transferred to the Village. Further to that, Wayne F moved, Brad B seconded that the current Steer BBQ Committee be dissolved (following this meeting), that the Steer BBQ bank account be transferred to Kingston Village, and any and all rights and title to the KINGSTON STEER BARBEQUE AND VILLAGE FAIR be the property of Kingston Village. Carried. Any existing assets presently stored at the Lions' hall can be assessed for value sometime in the future.

Wayne F expressed his confidence that Kingston will be able to build a new BBQ and thanked all groups who had worked so hard in the past for the BBQ. Putting our collective heads together, he believed, would perhaps improve on the old model.

Glen A moved that all past documentation, financial and otherwise (like minutes) should be given to the Village. This was seconded by Brad B. Carried. Christene K will relay this to treasurer, Bernice Journey.

John P asked that the 2021 BBQ be officially cancelled. Brad B moved, Christene K seconded that the 2021 BBQ be postponed until 2022.

For clarity, minutes of this meeting will be sent to the Lions via Christene K and also to the Lions' secretary, Mr Praught, as requested. Minutes for the Fire Department can be relayed via Brad B. Peter K will ensure the Legion receives minutes of this meeting.

Adjournment:

Brad B adjourned the meeting at approximately 6:40. The Committee is henceforth dissolved upon this adjournment.

Signed by: _____ Signed by: _____
Muriel West, Recording Secretary Peter Kirkpatrick, Chair

From: Donald Hyslop <hyslop@EastLink.ca>
Sent: February-16-21 10:33 AM
To: Janice Knickle <jknickle@kingstonnovascotia.ca>
Subject: Physician Shortage

To Wayne Fowler, Muriel West, Brad Beardsley, Mike Bishop and Neil Larder,

I am writing to just to remind everyone how serious the doctor shortage is in our area. In January, Nova Scotia Health released statistics giving the details of how every area in Nova Scotia is dealing with citizens of the Province who are on the list requiring a family doctor.

You may have already seen these statistics but just in case let me summarize them for you.

The area served by the Middleton Soldiers Memorial hospital is to put it bluntly in a health crisis surpassing other regions of Nova Scotia. NS Health has revealed that there are approx. 55,000 people in the Province that have their name on the list seeking a family physician. This is approx. 5.4% of the province's population. Of that total almost 5,000 are in the Middleton catchment zone. (this figure will soon rise as we have another doctor retiring in May) This is over 9% of the province's total. The population of our zone is approx. 20,000 so the percentage of people needing a physician in our zone is over 24%. This is almost double any other area within Kings and Annapolis counties, triple any zone within Cape Breton. And it well beyond any other area of Nova Scotia. So the need to press hard on recruitment has become of the utmost importance.

It is imperative, in my opinion, that municipal governments, businesses, local community groups and individuals do all they can to address this situation. I hope that we can working together help improve this situation.

Respectfully,

Don Hyslop

East Kingston, NS

