



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

ph 902 765-2800
fx 902 765-0807

October 13, 2022

Commissioner W. Fowler
Commissioner M. West
Commissioner M. Bishop
Commissioner N. Larder
Commissioner L. Avery

Dear Commissioner Members:

Attached for your review is the Agenda for the regular Village meeting scheduled to take place at 7:00pm on Thursday, October 13, 2022.



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REGULAR COMMISSION MEETING October 13, 2022

AGENDA

1. Review of Minutes of Meeting held September 8, 2022
2. Business Arising from the Minutes
3. Consent to Agenda Items
4. Departmental Reports
 - i. Wastewater
 - ii. Public Works
 - iii. Recreation
 - iv. Community Development
5. Committee Reports
 - i. Steer BBQ
 - ii. JAAC - Joint Accessibility Advisory
 - iii. Kingston Area Advisory
 - iv. Audit Committee
 - v. Soldiers Memorial Hospital Foundation
 - vi. ANSV - Association of Nova Scotia Villages
6. Clerk's Report
7. Correspondence
8. In-Camera Discussion
9. Adjournment



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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF SEPTEMBER 8, 2022

COMMISSION:

Wayne Fowler – Chair
Mike Bishop – Vice Chair
Muriel West
Neil Larder
Lauren Avery

Mike McCleave – Clerk/Treasurer
Janice Knickle – Administrative Assistant

OPENING

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

REVIEW OF MINUTES

Chair asked for a review of the August 17, 2022 Regular Session meeting minutes.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER LARDER, THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF AUGUST 17, 2022. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Fowler asked for any business arising from the minutes of August 17, 2022.

New Windows for Office Building

Commission agreed windows for office building should remain the same size. Clerk will reach out to commercial glass companies for quotes.

Rec Hut Roof Insurance Claim

Clerk reported the insurance company would not cover the damage to the rec hut roof since too much time has passed. Clerk will look at getting an engineer to assess the necessary repair work.

Village Cameras

Clerk is investigating three options including adding licenses to our existing system (probably cheapest method), replacing the server itself or cloud based recording capability (with a monthly fee added but we would not need our own hardware here).

Rotary Club Tulip Donation

Commission agreed to send a thank you note to the Middleton Rotary Club once the Village receives the tulips.

Christmas card Delivery

Emily Harris, community development staff, will assist Commissioner West with card delivery.

New Year's Eve/Santa Event

Since the events are so close together and so similar, suggestions for alternatives included having a full street parade for Santa; having just fireworks for New Years Eve; having the Santa event at the Fire Hall and New Year's at the rink with fireworks; Santa going around the Village with the fire truck and New Year's Eve event with fireworks. Commission agreed that staff check with past organizer of the New Year's Eve event to see if there are plans to canvass businesses and if there is a volunteer/business committee to organize the event.

Sewer Treatment Plant Assessment

Clerk will send an electronic copy to the Commission. A meeting with Dillon Consulting has not yet taken place regarding the sewer treatment plant assessment.

Fall Displays

A cadet group has volunteered to do a fall display in the downtown area.

List for NS Department of Public Works (NSDPW)

Clerk emailed NSDPW Operations Supervisor, Sergey Averin and new Area Supervisor Logan Webb with a list of several items that have required attention and they have not yet responded. The list included Westwood St flooding, crosswalk line painting and various potholes/sinkholes.

CONSENT TO AGENDA ITEMS

Chair asked for any additions to the agenda.

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

DEPARTMENTAL REPORTS:

ENVIRONMENTAL SERVICES – See Full Report

Sewer Easement Line

A sewer easement line runs across the middle of a lot that is currently for sale on Main St. Perspective buyers have been advised that the sewer line could potentially be moved, but at the buyers expense.

PUBLIC WORKS – See Full Report

Aerator Breakdown

As stated in report, aerator at the duck pond had to be removed due to the electrical cable becoming entangled in aerator prop, which broke plastic framework that the aerator sits on inside pontoon. New aerator and possibly pontoon will have to be budgeted for next fiscal year.

Flowers

Commission complimented public works staff on the flowerbeds/landscaping and overall look of the Village this year.

New Fitness Trail Station

Public Works staff finished installing the playground equipment today at Stronach Park.

RECREATION – See Full Report

Commission agreed to have recreation staff actively pursue getting grants for a good quality disc golf course, and have it ready to go to tender in the spring. Commission agreed to add it to next year's budget. Commission will still have to approve the item in the capital budget.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER AVERY THAT THE COMMISSION APPROVE UP TO \$20,000 AS A BUDGET LINE ITEM DEDICATED TO DISC GOLF. MOTION CARRIED.

Terry Fox Run/Walk

Recreation staff Elizabeth Wright organized the Terry Fox Run/Walk. Commission are welcome to attend the event on the trail September 18th.

Rec Hut Keys

Commission agreed with staff recommendation of a programmable timer lock.

COMMUNITY DEVELOPMENT – See Full Report

Truth and Reconciliation Day

Commissioner West will attend the community walk and afternoon activities planned by the Aboriginal Advisory Group at CFB Greenwood.

Trail

Commission agreed to have staff check with Dexter's Construction or Roger Parker Excavating into available recycled asphalt for possible trail paving to Greenwood Road. This item can be two-thirds paid for with gas tax and, if it can be recycled asphalt, the cost would be much lower. Commission will discuss next capital budget. Commission agreed to have staff ask Kings County Trail Society for permission to install speed bumps on the trail.

Ball Field Concert

A promoter is looking for permission to hold a concert in 2023 at the ball field next to the arena. Commission agreed that they are not opposed to the idea, but would like to see an event plan. The promoter would also have to incur all costs, supply port-o-

potties and hold event insurance. Neighbours should be notified in advance if it takes place.

Communication with Community

Commission agreed with staff idea to provide a recap of the main points of monthly meetings either in a video or infographic format.

COMMITTEE REPORTS:

Steer BBQ

- Commissioner West will attend wrap-up meeting with the committee at 4pm on September 14th at the Village Office.

Joint Accessibility Advisory Committee

The next meeting will be Wednesday, Sept. 14th. Commissioner Bishop will report back.

Kingston Area Advisory Committee

N/A

Audit Committee

N/A

Soldiers Memorial Hospital Foundation – Dr. Recruitment

In report sent to commissioners by Commissioner West, the committee is requesting the village help cover the cost of small gift items for the new doctor/nurse practitioner recruits. Committee will be making a presentation to the newest doctors, nurse practitioners and resident doctors at 14 Wing Greenwood on October 22nd.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BISHOP, THAT THE COMMISSION APPROVE THE PURCHASE OF SMALL GIFT ITEMS FOR THE THREE NEW DOCTORS, TWO NURSE PRACTITIONERS AND TWO RESIDENTS. MOTION CARRIED.

Association of Nova Scotia Villages (ANSV)

Clerk sent financial statements to the Village of Tatamagouche for approval. They were then sent to the Clerk at Bible Hill. The AGM will be held in Bible Hill on Friday Sept 15th and Saturday Sept 16th.

Letter was sent to Minister John Lohr regarding the survey sent out by NS Federation of Municipalities, who are looking to have a regional municipality and have towns and villages dissolved. Unsure if Chair of ANSV, Brian Banks, sent a letter supporting other Villages' stance. Clerk will check with the Village of Bible Hill tomorrow. Clerk also put an email out on the list serve asking for the names of Service Exchange Renegotiation and MGA Review (SERMGAR) committee members and has had no response.

CLERK REPORT – See Full Report

Public Works Building

The roof sheeting is near completion and they will be adding soffit.

Festival and Community Events Funding Application

Clerk received a funding application for a farmers market scheduled to start in June of 2023. The in-kind asks of providing village staff would not be possible since it would not take place on Village property and is a private organization. The application will also have to be re-submitted April 1, 2023. Commission agreed to add it as a line item in next year's budget.

VIC Building Use

Clerk received a request from a business owner to rent the former VIC building long term. Commission agreed they did not want to conflict with other business/property owners.

Abuse Policy

Insurance company requires the Village to have an abuse policy in place. Clerk drafted a policy and presented it for approval.

ON MOTION OF COMMISSIONER AVERY AND COMMISSIONER BISHOP, THAT THE COMMISSION ACCEPT THE ABUSE POLICY AS PRESENTED. MOTION CARRIED.

Armstrong Food Service Sewer Billing

The Village issues a sewer bill quarterly to Armstrong Food Service, which is measured by a flow meter located on the sewer pipe exiting their building. Due to significantly reduced water flows, their sewer bill is now lower than most businesses in the Village. After a discussion, Commission agreed to challenge their data collection. The Village could start getting measurements from their water meter and bill based on their water usage. If numbers are still unusually low, the Village could switch them to a flat rate.

Property Tax Sales

Clerk will provide more information next meeting on the two properties that are in arrears and eligible for tax sale.

Capital Projects

East Main Sidewalk (design and construction) – There have been minor changes to the drawings but the tender can go out this fall with construction possibly beginning in the spring.

Village Office Exterior – Clerk is getting quotes to replace glass in old, inefficient windows with broken seals etc.

Public Works Building Paving – This item will have to be re-approved next fiscal year since construction will not be completed in time. Clerk updated the new commissioner on the history/background of the new public works building.

Irving Parking Lot Beautification - Clerk presented more pictures of a design created by Angie Myers that included a bus shelter, benches and planters. Commission agreed with the conceptual design. Clerk contacted landscape companies and they are too busy and are located in Halifax or the South Shore. Clerk also learned that Kings Transit is working on getting federal funding for bus shelters to be placed around the county and two are for the Village. One would be a replacement for the existing shelter

across from the Irving parking lot and one would be for the front of that parking lot. Clerk will also contact local resident Michelle Moreau for landscape ideas.

Central Water - Village is waiting for results of the federal funding application for the first phase of central water.

Financial Report

Clerk reported that nothing stands out in the report.

CORRESPONDENCE:

Battle of Britain Ceremony

Chair Fowler will attend the annual ceremony at 14 Wing Greenwood on September 18th at 13:30pm.

DISCUSSIONS:

Business Christmas Decorating Contest

Commissioner Avery suggested holding a business Christmas decorating contest and is willing to work on it with staff Emily Harris and Elizabeth Wright.

ADJOURNMENT

**ON MOTION OF COMMISSIONER AVERY AND COMMISSIONER WEST TO
ADJOURN THE MEETING AT 9:50PM. MOTION CARRIED.**

COMMISSION CHAIRPERSON

CLERK/TREASURER



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **October 13, 2022**
Re: **Environmental Services Report**

STP Tour

October 6th - Treatment plant manager gave a tour of the sewer treatment plant (STP) to Commissioner Lauren Avery and office staff Elizabeth and Emily. Tour included a walk through of the different stages of wastewater treatment and some briefing on the Dillon Assessment and the different recommendations. Tour also included a brief office visit to show pictures and talk about the different responsibilities Public Works staff carry out in Wastewater Collection and Treatment as well as Public Works projects over the years.

STP Lift Station

Both check valves in the treatment plant lift station had to be replaced because of holes in sidewall of both check valves. Staff ordered new check valves from Xylem and booked Loomer's Pumping Service to pump flow into aeration tank while staff worked inside station to replace 30-year-old valves. This particular lift station pumps all the flow of the village and two of Loomer's trucks had to be used to keep up with the flow. Certain lift stations in the Village were shut off to limit some of the flow at the plant. Staff carried out confined space permit and hazard assessment prior to entry and gas meter was used throughout the job. Staff also donned fall protection gear before entering lift station.

Routine STP Maintenance

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, wasting of sludge, sludge disposal, and monthly sampling of the final effluent. Washing down of the clarifier and cleaning UV bulbs and UV channel twice a week or as needed.

Collection System

Armstrong Foods Sewer Easement

As reported last month, staff assessed sewer easement line that runs through Armstrong Foods property, along with their pre-treatment plant effluent discharge pipe to our collection system. Staff used saw trimming equipment, bush hog and Kubota tractor to clear areas around Armstrong's tank area. They also cleared brush, in and around manholes, inside former pasture area.

Embrook Development / Force Main / Lift Station

The first week of October, contractors installed lift station hardware in new Embrook development West Main St. After installation of valves, pumps, guide rails, float switches and piping, staff proceeded filling the 400 meters of 4-inch force main pipe with water to prepare for pressure test. Rafuse Mechanical performed the pressure test and pipe held steady pressure for the 15 min test period.

New Public Works Building Sewer Inspection

Staff inspected sewer line connection onto sewer main for new Public Works building. Pipe is installed at minimum grade and may require flushing of the line periodically to move solids along.



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **October 13, 2022**
Re: **Public Works Report**

Flowers Fall Preparations

The remainder of the hanging baskets were removed and two nights of heavy frost killed the ground bed flowers, which staff removed from planters. Commissioner West followed behind and arranged fall decorations in planters at all 5 entrances to the Village.

Public Works staff noticed in the minutes of the last monthly Commission meeting that commission approved receiving tulip bulbs from the Rotary Club. Staff are asking if volunteers could possibly plant bulbs where commission feel bulbs should be planted.

Stronach Park / Duck Pond Fountains

The village had limited damage from Hurricane Fiona but the strong winds did bring down a significant amount of leaves. The leaves on the surface of the duck pond plugged up intake on the last remaining fountain, so staff removed fountain for the season.

Dugout Vandalism

A break-in at the Rec Hut took place where paint etc was stolen. Vandalism splashed the paint and added graffiti to ball diamond dugout walls next to arena. Staff hired contractor to pressure-wash paint after a feeble attempt by vandals who were asked to scrub paint off with brushes. A week after dugout was pressure-washed; it was vandalized again with paint. Staff purchased graffiti block paint to cover up mess and then painted dugout with original yellow colour paint. Similar to break-in at the treatment plant, staff feel RCMP involvement and follow-up was unsatisfactory.

Street Light Pruning

As reported last month, staff drove around with Atlantic Arborists to show them streetlights to prune while they are in the area. Crew did get around to some of the streetlights but after hurricane, their crews headed to different areas of the province. Staff also received complaint about streetlight that is on and off at certain times. Staff will check other streetlights in the Village to create a list for replacement if needed.

Leaf & Brush Bins

Leaf and brush bins ordered up by the Village office were to be delivered by the end of this week. Staff set up sections of portable staging and signage for residents to access bins.

Ongoing Maintenance

Mowing of grass is still ongoing with limited trimming. Staff like to keep up with grass mowing in the fall, which helps with leaf raking and pick-up. Staff are also doing touch up painting on wood structures such as bleachers, benches and picnic tables.



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REPORT TO VILLAGE COMMISSION

From: **Elizabeth Wright, Recreation Coordinator**

Date: **October 13, 2022**

Re: **Recreation Report**

Fitness Classes

- All three fitness classes have started; 50+, Fit for You and Made to Move.
- So far we have sold 21 – 10 session punch cards (\$40), and 7 - 20 session cards (\$80) for both 50+ and Fit for You classes.
- The Fit for You class with Sandye Prout started with 7 participants the first day, 10 the next including 2 men! A good group of 6 participants joining each class consistently.
- We have reimbursed Sandye with half the cost of the CanFitPro training course.
- 50+ have, on average, 15 participants each class.
- Made to Move class has 14 participants registered for the 8 week program.
- The lock box key situation at the fire hall has been working out well for the instructors.

Grants

- Active communities fund received full requested amount of \$4,592.59, and we have purchased new snow shoes and lawn games (bocce ball, ladder ball and giant tower). The remaining funds are for free and sensory skate days at the arena.

Schools

- Reached out to Pine Ridge Middle School and Kingston District to set up a proper introduction, a tour of the schools and to discuss relationship with Village and Afterschool programs. Arrangements are underway with discussions on Afterschool programs. Recreation Coordinator reached out to West Kings to make an introduction as well.
- Pine Ridge will be using Rec Hut and field area for Grade 6 Camp Day on Thursday, October 13, where recreation and community development staff will be running games for the kids.
- November 23rd and 24th we will also be assisting in the mini courses at the school.

Valley Recreation

- Staff will attend the ReConnect Conference in Dartmouth on October 19-21, 2022.
- The 2023 Recreation Nova Scotia Conference will be held at Digby Pines and recreation staff will assist in planning the event.
-

Terry Fox Run

- Terry Fox Community Run had a total of 12 volunteers and 48 participants raised \$1,031. A good turnout, even with the rain the day of the event.
- Had donations of water from the Superstore, apples from Goucher's Farm Market and granola bars from the Village for the event.

Disc Golf

- With the budget from the Village, Recreation Coordinator will look into other grants as well to help cover cost. Next steps will be having someone come out to plan out the course, and receive a more specific quote for the course.

Skating

- Adult Skate started on October 3rd and will take place each Monday at 10:30am. Cost is now \$5 for drop-in (increased from \$4 previous years). First Monday we had 8 skaters, 2nd Monday (holiday) we had 3 skaters but numbers should increase.
- First In-Service free skate was held on Friday, October 7th with at least 55 people in attendance.
- Free holiday skate at 1:45pm on Monday, October 10th had over 60 people in attendance.

November Craft

- Have reached out to Greenleaf Enterprises who will help provide greenery for the craft.
- Session will be held at the fire hall on Friday, Nov 25th. Cost still to be determined.
- Will be for ages 16+ ; one session to see how the turnout is.

Rec Hut

- Tibbs Tumblers will rekey the locks at the Rec Hut to be more efficient.
- Changed format for groups to use the fields and the Rec Hut space, where users would have to put down a deposit of \$100 (Rec Hut- \$200), which we will refund after use if all in good condition. This will help ensure the return of the keys, and that they leave it in good condition.
- Sparks are using the Rec Hut on Wednesday evenings, Brownies have the space as a backup plan if school space is unavailable.

Holidays 2022

- E-mail sent out to Commission with tentative idea to change the Santa Comes to Kingston event possibly dividing the event into two locations, if the fire hall is on board.
- Confirmed with previous Santa, he is willing to participate again this year at both the Santa Comes to Kingston event and the parade around the Village.



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REPORT TO VILLAGE COMMISSION

From: **Emily Harris**
Date: **October 13, 2022**
Re: **Community Development Report**

Halloween Events

Tuesday, Oct 25th 6-7pm - Pumpkin carving contest - Rec Hut to kick off our Halloween event.

Thursday, Oct 27th 6-8pm - haunted trail event - Centennial Park. Carved pumpkins will be on display and voting will take place from 6 to 6:30pm. West Kings (2nd year) to help and 7Arts is looking into having a photo booth set up. Inquiries sent to both the Autism Centre and local Girl Guide groups to see if they would serve a snack, i.e. hot chocolate/popcorn.

Business Updates (New Year's Eve Event/Decorating Contest)

Reached out to local Kingston businesses to see about forming a committee and taking more ownership of the New Year's Eve event. Relax with Us Pools & Spas responded with enthusiasm. Organizing a meeting with a potential group to discuss possibilities.

Setting up a holiday decorating contest among businesses in Kingston. Participating locations will have until December 16th to finish displays. Open online voting via google forms from December 19th-23rd for residents to vote. Would promote the contest on social media with a "sparkle map" highlighting businesses that have decorated to show people where to look before voting. Businesses can also encourage voting.

Kingston Walks Group

The walks were cancelled for a week to avoid interfering with clean-up post Hurricane Fiona. Starting Tuesday, October 18th walks will return to the Harvest Moon Trail with the meet up location at 510 Main St. Walks will continue until Tuesday, November 22nd and pause for the winter months, returning in the spring. Snowshoe walks may replace the walk groups.

Fall Decorating

Kingston's Girl Guides Sparks, 14 Wing Cadets, Pharmasave, and Green Elephant all set up displays. Pictures to be posted on social media thanking participating groups soon.

2023 Summer Concert Proposal

Proposing to add the summer concert into the line-up of events for the Steer BBQ. The addition may help increase grant funds for the weekend. Ascenso Promotions, the inquiring company will manage the main planning for the evening. Concert would run 7-10pm with tickets costing approximately \$25. They would like to include local food truck vendors for food services. Businesses in the Valley would be asked for donations from the promotional company with options for those businesses to have advertising at the event. Ascenso Promotions is able to set up a meeting time to discuss later, possibly when planning for the Steer BBQ begins in the New Year.



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REPORT TO VILLAGE COMMISSION

From: **Mike McCleave, Clerk/Treasurer**
Date: **October 13, 2022**
Re: **Clerk Report**

PW Building

Floor should be poured this week along with well drilling.

Property Tax Sales

I have sent notices to two property owners stating that we will be starting tax sale proceedings on those properties. This will be the first time that the Village will be taking a property to tax sale. There are still several months (6-12) to get everything in place prior to the actual "sale". The property owners could pay their arrears to stop the process as well.

- 1499 Marshall Road - Robert Arnburg - \$5,491.15
- 586 Victoria Drive - Michael Little - \$1,518.59

Arrears	Over \$1,000	Under \$1,000	Over 1 Year
# Properties	25	170	17

These are typical numbers for October, nothing too concerning at this point.

Bridge Street Crosswalk Request

Resident has requested a crosswalk at the intersection of Windsor Street and Bridge Street citing safety concerns.

Joint Advisory Accessibility Committee (JAAC) Motion

That the Village of Kingston appoint Donald Nauss as a citizen member on the Joint Accessibility Advisory Committee for the remainder of the two-year term.

Years of Service

As per policy, the Village recognizes years of service milestones for its staff.

This year, the Village recognizes with gift cards from a retailer of their choice:

Dan Lundrigan	35 years	\$200
Janice Knickle	25 years	\$150
Mike McCleave	10 years	\$50

Fireworks

Will fireworks still be offered whether there is any other NYE event planned. Currently, the NYE bank account is at \$25,379, which includes this year's village contribution. Typically, the event costs approximately \$11,000 with \$8,500 of that is fireworks.

LED Sign Usage

A local business wishes to use it to attract new employees (donation to local orgs)

HVAC Preventative Maintenance

Carmichael provided the (low) quote on providing bi-annual maintenance for all our heat pumps and air exchangers. \$1,920 per year

Capital Projects:

East Main Street Sidewalk (design and construction) - Drawings are being finalized (minor changes).

Village Office Exterior - Getting quotes on new windows

PW Building Paving - Must wait for construction to be completed.

Irving Parking Lot Beautification - received a few design ideas. Talked with Kings Transit, they have an application in to the Feds for bus shelter funding. Two shelters slated for Kingston, one as a replacement and one new for Irving parking lot.

Central Water - Village has applied for ICIP funding to construct first phase of central water for the Village.

Current Projects	Budget	Tender w/ HST portion	YTD Actual	Status
Greenwood Road Sewer Extension	100,000	deferred	n/a	n/a
Asset Management (GIS Survey)	10,000	n/a	n/a	n/a
New Laterals and Pumps	20,000	n/a	14,227	Z
Main Street Sidewalk Renewal	35,000	26,444		Z
Village Office Exterior Repairs	7,000	n/a		
Library Parking Lot Paving	50,000	40,093	42,695	Z
PW Building Lot Paving	60,000			
Irving Parking Lot Beautification	20,000	Design Phase		
STP Assessment			33,986	C
Central Water	50,000	ICIP Appl		
Total	1,552,000			

T - Tendering Process

C - Work started / Construction

Z - Finished

Year	Multi-Year Projects	Budget	Tender w/ HST portion	YTD Actual	Status
2022	East Main Street Sidewalk	1,200,000			
2021	East Main Sidewalk Design	30,000	17,500	9,130	C
2019	PW Building Design / Other	475,000	"86,300"	39,135	C
2022	PW Building Construction	n/a	388,700		C
2008	DNR Greenspace Purchase	n/a	n/a	7,691	C

Village of Kingston
Commission Finance Report
August 31, 2022

General Operations

	Actual YTD	Budget YTD	Variance YTD	Annual Budget	Notes
Revenues					
Residential/Commercial Taxation	-	-	-	815,400	
Dog Registrations	100	-	100	500	
Rentals	3,000	3,000	-	7,200	
Interest on Investments and Taxes	6,200	3,600	2,600	8,000	Capital Interest included (2 mo)
Miscellaneous Income	2,900	200	2,700	400	Sewer income - Berwick / SteerBBQ
Recreation Revenue	16,700	13,800	2,900	17,300	
Arena Revenue	-	-	-	-	
Administration Revenues	-	-	-	85,000	
Grants from Other Governments	30,100	24,200	5,900	78,000	
Contributions from Reserves	15,000	15,000	-	15,000	
Total Revenues	74,000	59,800	14,200	1,026,800	
Expenditures					
General Government					
Legislative	8,100	8,800	700	19,700	
Administration	69,600	77,000	7,400	179,100	
Professional Fees	7,700	9,600	1,900	13,200	
Insurance (General)	18,600	16,500	(2,100)	16,500	
Civic Building Expenses	6,800	4,200	(2,600)	11,800	Power Bills / Heat Pump Repairs
Crossing Guards	6,800	5,500	(1,300)	18,400	
Miscellaneous	7,400	6,000	(1,400)	10,000	Greenwood Fireworks
Taxation Charges	7,300	9,200	1,900	9,300	
Library	7,800	10,300	2,500	17,400	
Total General Government	140,100	147,100	7,000	295,400	
Public Works & Transportation					
Public Works	62,700	62,600	(100)	131,200	
Village Maintenance	16,000	15,600	(400)	30,000	
Sidewalks & Crosswalks	6,400	7,500	1,100	8,800	
Snow Removal	12,800	9,800	(3,000)	65,400	Timing, salary allocations
Street Lighting	7,800	8,000	200	19,200	
Capital from Operating	-	-	-	-	
Total Public Works	105,700	103,500	(2,200)	254,600	
Tourism and Development					
Visitor Information Centre	2,000	700	(1,300)	4,900	Insurance
Other Development	12,100	11,900	(200)	13,200	
Apple Blossom Festival	700	1,400	700	1,400	
New Years Eve Event	-	-	-	4,800	
Steer BBQ	6,800	10,000	3,200	10,000	
Total Tourism and Development	21,600	24,000	2,400	34,300	
Parks					
Parks Repairs and Maintenance	29,200	28,200	(1,000)	51,800	
Arena Rental Charges	4,600	-	(4,600)	4,600	Journal Entry required
Total Recreation	33,800	28,200	(5,600)	56,400	
Recreation					
Recreation Administration	59,400	76,900	17,500	140,200	
Outdoor Rink(s)	-	-	-	2,000	
Arena Expenses	-	-	-	-	
March Break Day Camp	100	-	(100)	1,200	
Summer Day Camp	2,900	7,800	4,900	7,800	limited bus trips / excursions
Youth Programs	500	900	400	3,000	
Adult Programs	700	1,700	1,000	4,000	
Seniors Programs	2,200	1,800	(400)	4,200	increased programming
Total Recreation	65,800	89,100	23,300	162,400	
Fiscal Expenses					
Transfers to Reserves					
Operating Reserves	-	1,000	1,000	1,000	Journal Entry required
General Capital Reserves	-	110,700	110,700	110,700	Journal Entry required
Sidewalk Construction Reserve	-	100,000	100,000	100,000	Journal Entry required
Building Reserve	-	12,000	12,000	12,000	Journal Entry required
LTD - Principal	-	-	-	-	
Total Fiscal Expenses	-	223,700	223,700	223,700	
Total Expenditures	367,000	615,600	248,600	1,026,800	
Surplus / (Deficit)	(293,000)	(555,800)		-	

**Village of Kingston
Finance Report**

Sewer Operations

	Actual YTD	Budget YTD	Variance YTD	Annual Budget	
Revenues					
Sewer - Taxation	-	-	-	508,700	
Sewer - User Fees	-	5,300	(5,300)	24,100	Schools/Armstrongs tax billings
Sewer - Connection Charges	1,500	2,100	(600)	2,300	
Total Revenues	1,500	7,400	(5,900)	535,100	
Expenditures					
Environmental Health					
Administration	80,800	82,600	1,800	182,300	
Treatment	22,100	13,000	(9,100)	28,000	Pump repairs
Treatment - Electricity	22,700	29,600	6,900	71,000	
Treatment - Disposal	37,200	25,700	(11,500)	73,500	timing
Collection System Costs	13,900	13,700	(200)	32,800	
Total Environmental Health	176,700	164,600	(12,100)	387,600	
Fiscal Expenses					
Sewer Reserve	-	147,500	147,500	147,500	Journal Entry required
LTD - Principal	-	-	-	-	
LTD - Interest	-	-	-	-	
Total Fiscal Expenses	-	147,500	147,500	147,500	
Total Expenditures	176,700	312,100	135,400	535,100	
Surplus / (Deficit)	(175,200)	(304,700)		-	

Walk 1.0 km, 12 min



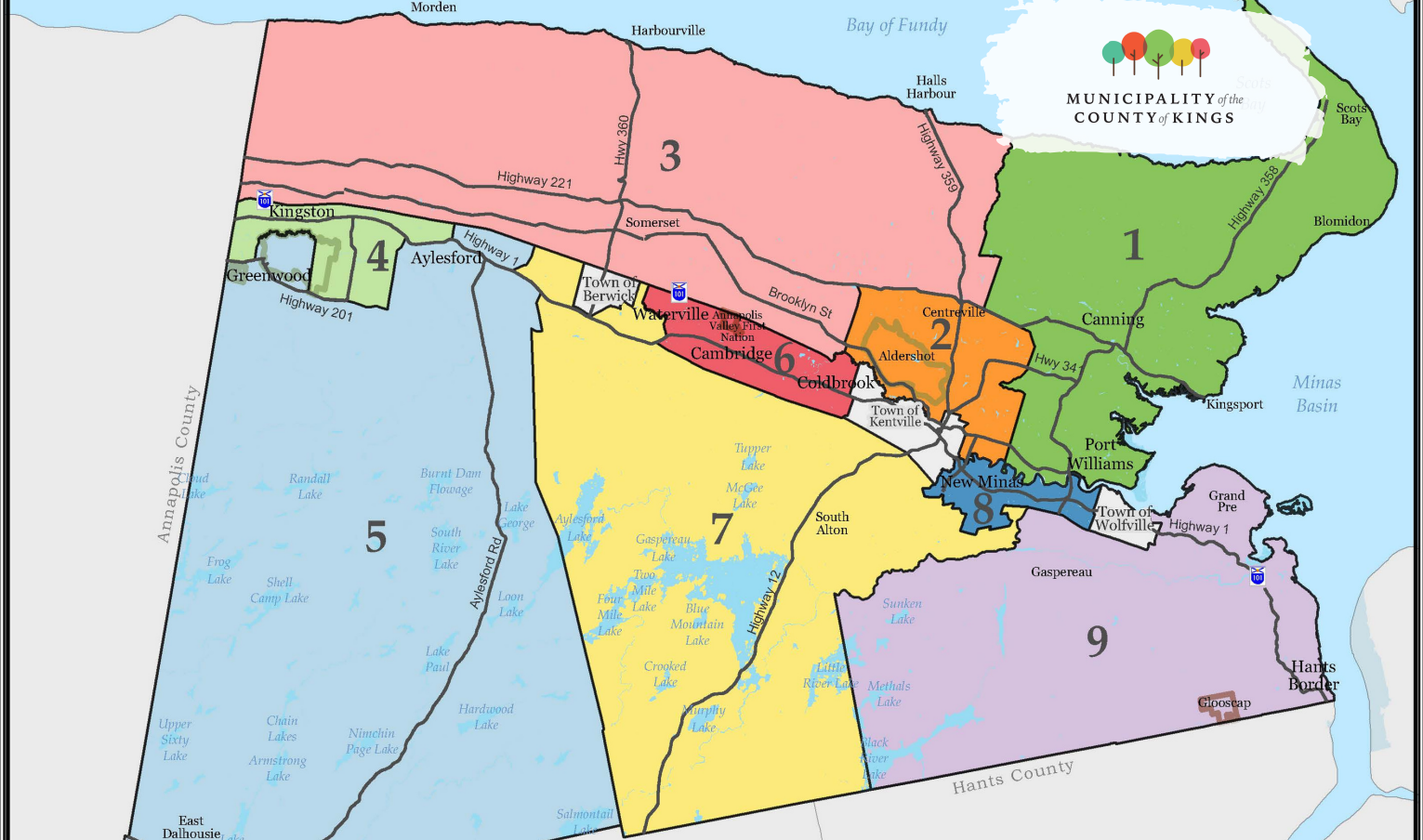
Map data ©2022 Google 20 m



12 min

1.0 km

Mostly flat



Let's Talk Council Size and District Boundaries



BOUNDARY REVIEW 2022

THERE'S MORE THAN ONE WAY TO HAVE YOUR SAY!

Should the district boundaries in the Municipality of the County of Kings change or stay the same? Are you happy with the number of Councillors representing the residents in their districts? Tell us what you think!

Boundary Review 2022 is a deep dive into what's working - and what's not - with the existing Council size and district boundaries. A **full Public Engagement schedule** is available on the back page of this flyer.



ATTEND IN PERSON

Flip this flyer to find dates, times and locations for **Boundary Review 2022 public engagement sessions**.



COMPLETE THE SURVEY

Enter a prize draw for a **gift basket!** Take the Boundary Review 2022 survey at the web address below.



TELL US IN WRITING

Send us your comments in writing by **mail, email or fax**. You'll find contact information on the back of this flyer.



VISIT THE WEBSITE

Your **one-stop shop** for all things Boundary Review 2022: take the survey, access district maps, learn more about the process, and follow updates at the web address below.

WWW.COUNTYOFKINGS.CA/BOUNDARYREVIEW

181 COLDBROOK VILLAGE PARK DRIVE, COLDBROOK NS B4R 1B9

BOUNDARYREVIEW@COUNTYOFKINGS.CA

1-888-337-2999



Participate and Share Your Feedback

We're looking forward to hearing from you! There will be multiple opportunities for residents of the Municipality of the County of Kings to participate and provide feedback on the size of Council and district boundaries - in person, online, and in writing. You are welcome to share your views on Boundary Review 2022 in more than one way.

There will be two rounds of **in-person Public Engagement Sessions**:

- The first round will be to provide information on the boundary review and to gather initial feedback.
- The second round to share a summary of what we heard, and to present potential scenarios for the future.

All residents of the Municipality of the County of Kings are welcome to attend any number of the following sessions:

First Round: Information & Initial Feedback

Tuesday, September 27
7:00 p.m. - 9:00 p.m.

Central: Municipal Building
181 Coldbrook Village Park Drive
Coldbrook

Wednesday, October 5
7:00 - 9:00 p.m.

East: Port Williams Community Centre
1045 Main Street
Port Williams

Thursday, October 6
7:00 - 9:00 p.m.

West: Kingston Fire Hall
570 Sparky Street
Kingston

Second Round: What We Heard & Scenarios

Thursday, October 20
7:00 - 9:00 p.m.

Central: Municipal Building
181 Coldbrook Village Park Drive
Coldbrook

Tune in online: In-person public engagement sessions on September 27 and October 20 will be live-streamed on YouTube from the Municipal Building in Coldbrook. Residents can connect to the live stream and submit comments and questions. Want to know more? Visit www.countyofkings.ca/boundaryreview for information on how to participate virtually.

DID YOU KNOW? Council is elected by the residents of the Municipality to make decisions about municipal services, by-laws, policies, and programs. The Municipality provides a multitude of services, either directly or through third parties, including: Recreation, Sewer and Water Services, Waste Collection, Community Grants, Roads & Sidewalks, Public Transportation, Land Use Planning, Building & Development Services, Animal Control and Fire & Emergency Services.



**BOUNDARY
REVIEW 2022**

Why We're Doing This:

The *Municipal Government Act* requires each municipality in Nova Scotia to conduct a boundary review every eight years to assess the following: the number of Councillors (Council size), the number of polling districts, and the boundaries of polling districts. After the review is completed, Council makes a recommendation and the Municipality applies to the Nova Scotia Utility and Review Board (NSUARB) to confirm or alter the number of Councillors and polling district boundaries. **Any changes will be in effect for the 2024 municipal election.**

Public engagement is an essential part of the review. Residents of the Municipality will have various opportunities to be involved in determining the size of Municipal Council and location of district boundaries.

The first step of the Boundary Review is to determine the size of Council. Do you believe the current number of elected officials serves the needs of the community and offers appropriate representation for residents? Or do you want changes to be made to the number of Councillors? The second step of the Boundary Review will look at the location of boundaries between districts.

ENTER TO WIN A GIFT BASKET:

Complete the Boundary Review Survey for a chance to win a gift basket:
www.countyofkings.ca/boundaryreview

SHARE YOUR THOUGHTS IN WRITING:

Mail:

Municipality of the County of Kings
Boundary Review 2022
181 Coldbrook Village Park Drive
Coldbrook, NS B4R 1B9

Email: boundaryreview@countyofkings.ca

Fax: (902) 678-9279

WWW.COUNTYOFKINGS.CA/BOUNDARYREVIEW

181 COLDBROOK VILLAGE PARK DRIVE, COLDBROOK NS B4R 1B9
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**MUNICIPALITY of the
COUNTY of KINGS**