



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

ph 902 765-2800
fx 902 765-0807

January 12, 2023

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, January 12, 2023.



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REGULAR COMMISSION MEETING January 12, 2023

AGENDA

1. Review of Minutes of Meeting held December 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 DECEMBER 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 November 10, 2022, Regular Session meeting minutes.

ON MOTION OF COMMISSIONER WEST AND COMMISSIONER LARDER, THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF NOVEMBER 10, 2022. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Chair Fowler asked for any business arising from the minutes of November 10, 2022.

Certification for Employee

Books have been ordered for employee's wastewater certification preparation.

Association of Nova Scotia Villages (ANSV)

Item regarding Villages needing access to Property Valuation Services will most likely be on the next ANSV meeting agenda.

Business Decorating Contest

Commission agreed to have staff advertise the business holiday decorating contest on the LED sign and on social media to help engage the businesses and community.

Office Building Windows

The glass has been ordered by South Shore Glass. It will take 8 to 10 weeks for the order to arrive.

Santa Comes to Kingston

Commission agreed the event was well organized and well received. Attendance was lower than usual, (pre-Covid) but this may be due to many flus and Covid circulating. Commission asked that staff send a thank you card to the cadets for their volunteer efforts at the event.

East Main Sidewalk

Tender should be ready to go out in January. Commission will base their decision on tender bid prices.

CONSENT TO AGENDA ITEMS

The following item was added to the agenda:

1. Letter of Support for Don Hyslop/Mid Valley Region Physician Recruitment & Retention Committee.

ON MOTION OF COMMISSIONER LARDER AND COMMISSIONER BISHOP THAT THE COMMISSION APPROVE THE AGENDA WITH ONE ADDITION. MOTION CARRIED.

DEPARTMENTAL REPORTS:

ENVIRONMENTAL SERVICES – See Full Report

Sewer Lateral Replacement by Homeowner

In instances where the homeowner does not contact the Village to report a sewer problem, they hire an excavator and plumber, and the problem ends up being on the Village's end, the Village can provide some compensation to the owner.

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER AVERY THAT, AT THE DISCRETION OF SEWER MANAGEMENT, VILLAGE STAFF CAN COMPENSATE UP TO \$800 WITHOUT PRIOR COMMISSION APPROVAL FOR ANY SEWER LATERAL REPLACEMENTS THAT ARE REQUIRED DUE TO ISSUES OUTSIDE OF LANDOWNER'S PROPERTY. MOTION CARRIED.

Main St Sewer Lateral Location Change Request

Business owner requested to have a new lateral from the street installed in a different location so they could have the line abandoned under their floor and have plumbing directed out the opposite side of his rental home. Commission agreed the Village is not in the practice of relocating a lateral, that is operational, at its own expense. The job would have to be done at the owner's expense.

Greenwood Road Sewer Extension

NS Housing Authority asked Village sewer staff if there were any plans to extend the sewer system to Greenwood Rd. The sewer extension was not approved by the Commission earlier this year due to bids coming in way over budget. Item will be discussed again during the next Capital Budget process.

PUBLIC WORKS – See Full Report

Christmas Decorations

- Commission and members of the public complimented public works staff for a great job decorating the Village for Christmas.
- Commission agreed to add more durable commercial grade Christmas lights to the upcoming budget.
- Commission agreed that staff could occasionally change the colour of lights on the lampposts along the street from white only to red/white or red/white/green (poles only with silhouettes left white), but that either way is fine.

MT7 Snowblower

Staff will test the new MT7 snowblower when it snows.

RECREATION – See Full Report

Equipment Loan Program

Commission thanked staff for arranging to work after office hours (until 6pm) on Thursdays to accommodate those who cannot come in between 8am and 4pm.

Shinny Hockey Ice Time

Commission agreed to sponsor some daytime shinny hockey ice time as part of recreation's portfolio.

COMMUNITY DEVELOPMENT – See Full Report

Business Holiday Decorating Contest

The minimal response from businesses for this initiative may have been due to a late start asking them to be involved in the decorating contest. Commission would also like to have had it advertised on the LED sign. Commission suggested approaching businesses earlier next year (late October) to give them more time to plan. It could also be included in next fall's newsletter.

COMMITTEE REPORTS:

Steer BBQ

Commissioner West provided the following:

- Considering approaching The Roof Hound and Spurr Brothers to get involved in the beer tent next year (i.e., licensing).
- Will try to have a more structured event.

Joint Accessibility Advisory Committee (JAAC)

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER LARDER THAT THE VILLAGE OF KINGSTON APPROVE THE UPDATED TERMS OF REFERENCE, AS CIRCULATED BY EMAIL ON DECEMBER 5TH, 2022 FOR THE JOINT ACCESSIBILITY ADVISORY COMMITTEE. MOTION CARRIED.

Kingston Area Advisory Committee

N/A

Audit Committee

N/A

Soldiers Memorial Hospital Foundation – Dr. Recruitment

Commissioner West provided a report to the Commission of the meeting held November 17th – See full report.

- There is now a representative on the committee from Aylesford and one from the Bridgetown Legion.
- The committee has held various events to help the new doctors/families integrate into the community. On Dec 3 the Zedex Theatre was contracted to host 120+ people (from doctors' families to Food Bank recipients to Special Olympians) to a movie experience. A learn to curl session will be held for 12 children of healthcare providers on December 10th.
- The Valley Chamber of Commerce has hired a navigator who is working to recruit in the Kentville/Wolfville area. The Municipality of the County of Kings is helping to fund this position.

Agenda Addition – Letter of Support for Dr. Recruitment Committee

Commission approved a letter of support for Mr. Don Hyslop, Community Navigator for the Mid Valley Region Physician Recruitment & Retention Committee.

Association of Nova Scotia Villages (ANSV)

At the last Villages/Kings County meeting, Mayor Muttart explained the County wants to create an asset management plan of all 7 villages to simplify the process of approving developments by not having to consult with Villages about sewer/water capacity.

The County also explained that they are proposing a restructuring of the way gas tax is allocated to their Villages. It would be more of a grant program, and the County will have final approval of projects. Villages may lose the ability to choose which projects the money would be allocated to, even if the projects conform to the criteria. Villages who normally receive gas tax would also have a difficult time forming a capital budget over 5 years. Commission agrees that the grant program should be directly tied to the amount of gas tax the County receives from the Federal government. The County is holding a meeting early 2023 regarding the gas tax modification. All seven villages should have their commissioners attend.

Commission agreed to ask the ANSV to speak up for Villages on the issues raised at the Villages/Kings County meeting and ask the federal and provincial government if Villages could receive their own gas tax, rather than receiving it through the County. If that cannot happen, the seven villages in Kings County need to come up with a simplified grant program.

CLERK REPORT – See Full Report

Property Tax Sales

There is still one property eligible for tax sale.

Microsoft 365 Switchover

The conversion to MS 365 was completed last week with no issues. The next step would be to get the Commissioners connected and provide each of them with their own

tablet and email addresses for village business. They will have access to many documents online through SharePoint, as well as MS Teams and other office apps.

J-Class Roads 2023

The County has approved Bishop Ave, Prince St, Mosher St, and Polaris Court for repaving in 2023. The province may not have funding for all roads.

Irving Parking Lot Beautification

Clerk met with Michelle Moreau today to discuss possible landscaping ideas for the front of the Irving parking lot. She agreed to put ideas together in the new year.

Parsons Sewer Refund Request

Commission agreed that precedent dictates the Village can only refund customers for two years plus current year of actual charges for an incorrect sewer charge due to customer not reporting a change to their property status.

Bridge St (Windsor St) Crosswalk

Commission agreed to send a request letter to NS Department of Public Works for a crosswalk on Bridge St., near or at Windsor St.

Capital Budget Tentative Schedule

At Regular Session Meetings:

January 12, 2023 – Prioritize projects based on urgency and commissioner's goals.

February 9, 2023 – Capital Budget Analysis and Discussion

March 9, 2023 – Tentative Capital Budget Approval (may go to April 13 meeting)

Meetings are open to the public.

Capital Projects – See Report

FINANCIAL REPORT:

The Village remains in a surplus position.

CORRESPONDENCE:

Kingston Lions Christmas Eve Breakfast Invitation

Commissioner Fowler confirmed he will participate in the annual breakfast.

Royal Canadian Legion (RCL) Thank You

Kingston RCL thanked Chair for his participation in their Remembrance Day ceremony.

ADJOURNMENT

**ON MOTION OF COMMISSIONER WEST AND COMMISSIONER BISHOP TO
ADJOURN THE MEETING AT 9:55PM. MOTION CARRIED.**

COMMISSION CHAIRPERSON

CLERK/TREASURER



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **January 12, 2023**
Re: **Environmental Services Report**

Collection System

Lateral Replacement/Pine Ridge Ave

Resident at 340 Pine Ridge Ave had to replace old sewer pipe to street's edge, which was also connected to PVC pipe that Public Works staff installed to edge of lawn 20+ years ago. Pipe installed back then was ten feet short of the property line. Resident was informed that the Village will compensate homeowner for small portion of pipe replaced to property line after their invoice for job had been brought into office.

513 Main St Building Addition

New building addition at 513 Main St (True North Psychology Services) was constructed over top of sewer easement line before Public Works staff realized foundation was in place. Wastewater System manager was informed of sewer permit for new construction back in August and failed to contact Citadel Homes to inform them about location of sewer line that services homes west of 513 Main St. Contractor informed staff that original location of building addition was not overtop of sewer easement line, but county building inspector wanted structure closer to existing home, somewhat disputed by the County. Video of sewer pipe was carried out to ensure pipe was not compromised during construction of foundation and confirmed pipe was PVC, replaced years ago to Palmer Dr.

Staff assumed that sewer line was a legal easement after having Morse & DeWolf Engineering draft up sewer profile 4 years ago because of no prior documentation/drawings. However, Village Clerk indicated that nothing was sent to lawyers to draft legal easement document and that migration of property when True North owners purchased home only goes back 40 years. Sewer line was installed in this location at least 60 years ago.

It should be noted that staff have been working on getting easement lines surveyed and invert transit shots by Morse & DeWolf over the past 5 years to provide sewer profile drawings that don't exist for many back yard easement lines.

Christmas Eve Call Out

Staff were called out after Village Clerk noticed red light flashing on East Main St lift station on Christmas Eve. Staff were not informed by SCADA system because wind storm the night before knocked out power to the SCADA server. Clerk was able to log on to SCADA and direct staff to lift stations that needed to have pumps reset. No reports of sewer backing up in homes even though 3 lift stations were full.

KN11 Lift Station / Phase Failure

Dec 28th staff received notification that KN11 lift station on Sunset Dr had a high-level alarm. Staff checked station to reset pumps, but pumps kept tripping out. Staff called electrician to check 3-phase power to station. After panel was checked, it was determined that one of the phases was down. NS Power (NSP) was notified that power coming into station had one phase with little to no voltage. NSP staff were onsite 2 hours after call. Loose connection on transformer was the problem with one of the phases. Staff did call Loomer's to pump station down to avoid sewer backing up in homes.

Treatment Plant

Aerator / Aeration Tank

One of the aerators in the aeration tank at the treatment plant would not stay running for more than 30 seconds. Electrician was called and determined contact inside panel needed to be replaced. This is the third contact replaced in panel in the last couple of years. Staff had electrician order a second contact to replace the last original contact for aerators. Panel/contacts 30 years old.

Ongoing Maintenance

Ongoing weekly maintenance at the plant includes cleaning of UV channel, washing down clarifier, cleaning out sludge pumps and sending monthly samples to BV Labs.

Staff had electrician change out thermostat for heater in UV Room and replace small 24-inch baseboard electric heater to wall mount heater with fan to improve room temperature during colder months.



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **January 12, 2023**
Re: **Public Works Report**

Winter Snow Removal

With very mild temperatures over the month of December, there has been very limited snow removal. It has been mostly salt spreading on sidewalks, when needed. Obviously, staff have not been using much salt and still using salt from last year's stockpile.

Outdoor Ice Surfaces

Outdoor ice surfaces, so far, have been non-existent for the same reason there has been very little sidewalk snow removal - mild temperatures. Until there are more consistent colder temperatures, outdoor rinks and the duck pond remain closed for skating.

Christmas Decorations/Lights

On or about December 10th, three of the four wreaths were stolen off the front of the former VIC building along with one set of the Christmas lights that spiral down posts. Staff received tip of name of person seen taking decorations and information was passed onto RCMP. Officer, checking into complaint, indicated that witness could not be 100 percent certain it was the name passed onto staff. Staff replaced the three stolen wreaths on building (with extras), but one week later 3 of the 4 bows were stolen off wreaths as well as 2 more sets of lights. RCMP officer, checking into theft, stated the person suspected of stealing wreaths and lights has been brought before justice many times in the past and is usually allowed to walk.

All Christmas decorations and lights were removed in the first week of the new year and packed away in storage bins and stored at the Public Works barn on Elm St.

Tree/Branch Clean-up

Windstorm, two days before Christmas, broke top off a big poplar tree on Westwood St across from playground. Tow behind boom lift was used to take down the rest of half rotten tree. Brush and wood were hauled away along with scattered branches all around.

East Main St Sidewalk Extension

As reported last month Able Engineering have sent design off to DTPW for review/ approval. Cross culverts mentioned last report will not be part of the design and that water drainage at the two different low areas will have extra rock under the sub surface for adequate drainage.

New Public Works Building

No date has been passed onto staff on completion of building. It should be noted that Public Works staff were asked to cut out asphalt in Legion parking lot 4 months ago for NSP installation of anchor to support new power pole that supplies power to new building. To date, there has been no pole, anchor, or power supply connection from NSP.



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REPORT TO VILLAGE COMMISSION

From: **Elizabeth Wright, Recreation Coordinator**

Date: **January 12, 2023**

Re: **Recreation Report**

Fitness Classes

- January 5th the 50+ class has started up again. This class will only be held on Tuesdays and Thursdays at 10:00am. Wednesday classes are postponed for at least 2 months as there is only one instructor (Karen) available.
- We re-vamped the Fit for You class poster, description, and name to try to engage more participants. It is now called Aerobics class. Classes are still 7:15-8:15pm at the Legion on Tuesday evenings and the Firehall on Thursdays.
- A new session of Made to Move classes will start up on January 18th and run for 8 weeks on Wednesday nights at the Fire Hall.
- The Postpartum Fitness Class is also being promoted, but Tanya B, the instructor, is handling everything on her own. Classes are being held in the Rec Hut in the winter months.

Schools

- Pickleball at Pine Ridge Middle School will tentatively be on Friday evenings. It will be a free drop-in program and a waiver will be required, like for basketball and skating. Recreation Coordinator is still working out details on how to run the courts during this time. Pickleball will be run by a community member and a gentleman from the Greenwood pickleball group is interested in helping. He would be beneficial to have for rules, tips, and tricks for newcomers to the sport.
- Started to advertise position for After School Program Leader. Leader would oversee working with the school to set up registration and to run the program either in the gym or outside, focusing on physical activity. Staff at Kingston District will ask around and promote this job. They will also look for 2 staff members to stay and help monitor the program. We will look to run 6 weeks of afterschool programming at Kingston District for grades 3-5, with about 30 children able to register.
- We have received funding from the SPAP - Pine Ridge Middle School – \$2,450, Kingston District - \$2,700. Before using this funding, the Village's \$500 contribution per school must be spent first towards the program.

Recreation

- Active Kids, Healthy Kids was able to fund 6 different organizations and projects in Kings County: including our playboxes for Elm St. and Ravenwood.
- Snowshoe walks are booked with Hike NS. We plan to have three hikes: Saturday, January 21, Sunday, February 19 and Sunday, March 5. Will be borrowing extra snowshoes from Kings County. Registration will be required for these events. Recreation Coordinator is using new MS365 Form technologies to create registration

forms. Hopefully we get snow and if not, we will have a walk instead. Hike NS will provide trail prizes for those who register as well.

- Recreation Coordinator is now officially on the board of the Kings County Trails Society.

Grants

- Completed the Canada Summer Jobs request to cover wages for summer day camp staff.

Disc Golf

- Recreation Coordinator was thinking about getting community feedback - a quick survey before the official start of building the course; and was not sure if anything has been done in the past to gauge interest. Or we can continue to build the course and hope people will play and use the course. There are at least a few disc golfers that do travel and try out different courses.

Skating

- We have a total of 11 holiday free skates; funding was received from the Active Communities Fund and the Kingston Lion's sponsored 3 of the free skates. Great turn out for all the skates, with easily 50+ people at each. Skate loans was also popular, good to see the community come try skating as well.
- Held a free Adult Skate on January 2nd, the free session was much appreciated.
- The Kingston Lions' sponsored skates with the added Hot chocolate, coffee and Lester the Lion were a hit!
- Was able to have Kingsley on the ice as well (Tim's daughter volunteered). Gave her a thank you card and a \$25 Gift card for her time and effort as Kingsley.
- Modern Haven provided free hot chocolate and some Timbits at the Free Skate on January 7th. They are interested in repeating this for some of our next free skates.
- Adult Skate on January 9th had a few new people come out for a total of 25 skaters!

Holidays 2022

- Sent out thank you card to the cadets.
- Santa's Drive Through Kingston occurred on Friday evening, December 16th consisting of the Village truck, Santa in a side-by-side, three fire department vehicles with Sparky, foodbank van, a vehicle towing a trailer for donations and rec staff's vehicle.
 - o The food bank volunteers collected donations, and they received a total of 815 pounds of food! Residents liked the convenience of donating from home.
 - o Santa and the Kingston Fire Department volunteers were much appreciated! The fire trucks looked great with music and lights and Sparky was a big hit; the children thought it was the dog from the Paw Patrol tv show. A big thanks to their volunteers.
 - o Gave Santa a thank you card, and a gift card for \$100 to thank him for his time and efforts.
 - o Santa gave out candy canes until he ran out.

Great turn-out, good weather, a success.



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REPORT TO VILLAGE COMMISSION

From: **Emily Harris**
Date: **January 12, 2023**
Re: **Community Development Report**

Business Lunch

Last year the Middleton Business Association held a business breakfast in partnership with the Town of Middleton and Valley REN. Community Development staff would like to take a similar approach and hold a business breakfast or lunch. Organizations that support local businesses like Valley REN and the Annapolis Valley Chambre of Commerce would be invited to join and present. Opening the conversation to a business group would also take place, allowing businesses to share what they would like to happen. Would like to pitch the idea of involving businesses more in our special events like the Steer BBQ, Outdoor Movies, New Year's Eve etc.

New Year's Eve Fireworks

The parking lots for Superstore, NSLC, and Avery's Farm Market were packed. Lots of families out to enjoy the 7:30pm fireworks display; moving fireworks to an earlier time was appreciated by the public. Show lasted 8-9 minutes total.

Mural Festival

Re-visiting an idea previously suggested by a local resident. Using old doors and painting murals on them to display in the community. A mural festival could be held late spring with local artists painting outside at one of our parks. The pieces would then be displayed along the Stronach Park Fitness Trail where visitors could take pictures for a period of time. Doing this before the Steer BBQ would allow us to promote the display and encourage outsiders visiting the festival to explore different areas of our community. Looking into different grants to help cover the cost, if approved.

Grants

- AKHK – approved for a \$1500 grant for two community playboxes. These will be placed at the Elm St. and Ravenwood courts.
- NS Festival & Community Event Development – This grant opened on January 2nd; applicants can request up to \$10,000 for their community festivals. The average amount distributed last year was \$3000.

New Year's Eve Event

A resident was interested in trying to form a new committee for a New Year's Eve event. Provided contact info for them to reach out in the new year. Did not hear of any complaints on the event not recurring this year. Most seemed content with having an afternoon skate and then fireworks early in the evening. Splitting up the Santa Comes to Kingston and Drive Through Kingston events might have helped with that.

Kingston Walk Group

This group is still on pause. If the weather continues to be mild this winter, walk leaders will look at an earlier date to start up again.

Business Decorating Competition

Home Hardware won the decorating competition. Their business will be advertised on the LED sign until January 17th. The three businesses that participated in the competition said their staff enjoyed it and look forward to participating in the future. All hope to see this grow in the future. Community Development staff will make sure to reach out earlier to allow businesses more time to sign up.

Community Health Board Members

The Kingston/Greenwood Community Health Board is looking for new members to reach the necessary number required. Community Development staff and Village Clerk wondered if this is something the Village should take part in, with either a staff member or a commissioner sitting on the board.



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REPORT TO VILLAGE COMMISSION

From: **Mike McCleave, Clerk / Treasurer**
Date: **January 12, 2023**
Re: **Clerk Report**

Park Road Sidewalk

A resident on Park Road has requested a sidewalk. She has concerns for the seniors with mobility issues and the children walking to the school bus in the winter. Her original complaint was the drainage issue from the Mid Valley Construction lot. As well, ever since Park Rd was paved, water has been draining onto her property and causing flooding and water damage to her home. I discussed with her the roles and responsibilities of the Village.

Commissioner Tablets

Every Commissioner has been issued a tablet. Time can be spent in a group setting or individually for basic tablet training and MS365 training.

JAAC

Required: Motion to approve the 2023-24 JAAC budget.

MOTION: That the Village of Kingston approve proposed budget for 2023-2024, as presented at the Joint Accessibility meeting on December 14, 2022.

Unit	Total Assessment	General Costs Allocation	Share of Committee Costs
Municipality*	\$3,787,347,900	73.30%	\$ 10,261.70
Canning	48,620,700	0.94%	131.74
New Minas	394,549,900	7.64%	1,069.02
Greenwood	177,485,300	3.43%	480.89
Kingston	233,030,200	4.51%	631.39
Aylesford	59,057,900	1.14%	160.02
Port Williams	177,750,700	3.44%	481.61
Cornwallis Square	289,223,800	5.60%	783.64
Total	\$ 5,167,066,400	100%	\$ 14,000

Trademarks

The Village had requested, several years ago, that the Village of Kingston logo and the Kingston Steer BBQ (wording) be trademarked. We have received notification from the lawyers that the Registrar of Trademarks has adopted "Steer BBQ" and our logo as an official mark within Canada. An "official mark" has more authority than a normal trademark; it was authorized to us since we are a municipal government.

Capital and Operating Budget

Capital Budget - February / March meetings - approve at either March or April meeting

Operating Budget - March / April meetings - approve at May meeting

- Do we want to hold separate meetings to discuss projects, without time constraints?

Capital Projects:

PW Building – Electrical and mechanical has started, waiting on NS Power to install service so we can have heat and lights in the building for finishing work.

East Main Street Sidewalk (design and construction) – Final drawings have been submitted to NSDPW for approval.

Village Office Exterior – See above report, South Shore Glass missed my original email to process order for windows, so it should be another 8-10 weeks for delivery. No real issue as weather will probably not be suitable until March/April anyways.

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

Irving Parking Lot Beautification – Met with Michelle Moreau and provide her with our ideas for a design. Work will commence in spring/summer of 2023.

Central Water - Village has not heard back on the ICIP funding application 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	20,380	Z
Main Street Sidewalk Renewal	35,000	26,444	36,868	Z
Village Office Exterior Repairs	7,000	8,627		C
Library Parking Lot Paving	50,000	40,093	46,996	Z
PW Building Lot Paving	60,000			--
Irving Parking Lot Beautification	20,000			--
STP Assessment	Post-budget		38,984	Z
Central Water	50,000			--
Total	1,552,000			

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	13,365	C
2019	PW Building Design / Other	475,000	"86,300"	39,135	C
2022	PW Building Construction	n/a	388,700	280,418	C
2008	DNR Greenspace Purchase	n/a	n/a	7,691	C

T - Tendering Process C - Work started / Construction Z – Finished

Village of Kingston
Commission Finance Report
December 31, 2022

General Operations

	Actual YTD	Budget YTD	Variance YTD	Annual Budget	Notes
Revenues					
Residential/Commercial Taxation	818,000	815,400	2,600	815,400	
Dog Registrations	400	-	400	500	
Rentals	5,500	5,400	100	7,200	
Interest on Investments and Taxes	9,300	6,700	2,600	8,000	higher interest rate / bank balance
Miscellaneous Income	29,500	300	29,200	400	Berwick-Dan / SteerBBQ / NYE
Recreation Revenue	21,700	15,200	6,500	17,300	DayCamp / Seniors / Lions Skate / Grinch
Arena Revenue	-	-	-	-	
Administration Revenues	85,000	85,000	-	85,000	
Grants from Other Governments	81,100	69,700	11,400	78,000	
Contributions from Reserves	15,000	15,000	-	15,000	
Total Revenues	1,065,500	1,012,700	52,800	1,026,800	
Expenditures					
General Government					
Legislative	14,600	15,000	400	19,700	
Administration	133,300	139,700	6,400	179,100	
Professional Fees	11,900	11,700	(200)	13,200	Dr.Recruitment / auditor / legal fees
Insurance (General)	18,600	16,500	(2,100)	16,500	higher annual increase than expected
Civic Building Expenses	9,500	7,700	(1,800)	11,800	Power Bills / Heat Pump Repairs
Crossing Guards	13,700	12,900	(800)	18,400	
Miscellaneous	8,000	9,400	1,400	10,000	
Taxation Charges	7,700	9,300	1,600	9,300	
Library	11,900	16,500	4,600	17,400	
Total General Government	229,200	238,700	9,500	295,400	
Public Works & Transportation					
Public Works	98,500	107,400	8,900	131,200	
Village Maintenance	29,500	26,400	(3,100)	30,000	
Sidewalks & Crosswalks	6,400	8,800	2,400	8,800	
Snow Removal	29,100	24,200	(4,900)	65,400	Timing, salary allocations
Street Lighting	13,700	14,400	700	19,200	
Capital from Operating	-	-	-	-	
Total Public Works	177,200	181,200	4,000	254,600	
Tourism and Development					
Visitor Information Centre	2,400	2,500	100	4,900	Insurance
Other Development	15,200	13,200	(2,000)	13,200	STP Break-in incl
Apple Blossom Festival	800	1,400	600	1,400	
New Years Eve Event	11,500	4,800	(6,700)	4,800	NYE Greenwood in Misc Income
Steer BBQ	7,700	10,000	2,300	10,000	final cost
Total Tourism and Development	37,600	31,900	(5,700)	34,300	
Parks					
Parks Repairs and Maintenance	38,600	44,900	6,300	51,800	
Arena Rental Charges	4,600	4,600	-	4,600	
Total Recreation	43,200	49,500	6,300	56,400	
Recreation					
Recreation Administration	97,600	112,000	14,400	140,200	
Outdoor Rink(s)	2,500	2,000	(500)	2,000	
Arena Expenses	-	-	-	-	
March Break Day Camp	100	-	(100)	1,200	
Summer Day Camp	3,000	7,800	4,800	7,800	limited bus trips / excursions
Youth Programs	500	2,100	1,600	3,000	
Adult Programs	4,000	3,000	(1,000)	4,000	Skate session / Made to Move
Seniors Programs	4,000	3,200	(800)	4,200	increased programming / offset by revs
Total Recreation	111,700	130,100	18,400	162,400	
Fiscal Expenses					
Transfers to Reserves					
Operating Reserves	1,000	1,000	-	1,000	
General Capital Reserves	110,700	110,700	-	110,700	
Sidewalk Construction Reserve	100,000	100,000	-	100,000	
Building Reserve	12,000	12,000	-	12,000	
LTD - Principal	-	-	-	-	
Total Fiscal Expenses	223,700	223,700	-	223,700	
Total Expenditures	822,600	855,100	32,500	1,026,800	
Surplus/ (Deficit)	242,900	157,600		-	

**Village of Kingston
Finance Report**

Sewer Operations

	Actual YTD	Budget YTD	Variance YTD	Annual Budget	
Revenues					
Sewer - Taxation	507,600	508,700	(1,100)	508,700	
Sewer - User Fees	14,300	18,800	(4,500)	24,100	Schools/Armstrongs tax billings
Sewer - Connection Charges	3,800	2,300	1,500	2,300	
Total Revenues	525,700	529,800	(4,100)	535,100	
Expenditures					
Environmental Health					
Administration	117,800	140,300	22,500	182,300	
Treatment	27,800	21,900	(5,900)	28,000	Pump repairs / capitalized at audit
Treatment - Electricity	45,200	53,300	8,100	71,000	
Treatment - Disposal	61,700	51,500	(10,200)	73,500	
Collection System Costs	27,000	24,600	(2,400)	32,800	
Total Environmental Health	279,500	291,600	12,100	387,600	
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	427,000	439,100	12,100	535,100	
Surplus / (Deficit)	98,700	90,700		-	

BEING ON THE SAME PAGE

A youth art exhibit at the library



In 2022 eight regional public libraries in Nova Scotia teamed up to combine their collections into a "super library" known as Same Page.

One library card gives all Nova Scotians access to nearly a million items available at 65 branches across the province.

7Arts asked local artists ages 12-18 to imagine what this means to them. Please join us at the opening of this exhibit to celebrate the artists and their work! Refreshments will be served. Registration not required.

FRIDAY JANUARY 20, 4-6PM

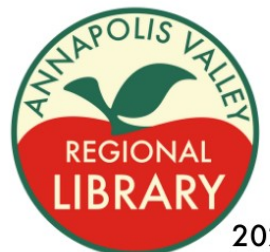
Presented by:



Hosted by:

Kingston Library
671 Main Street
902-765-3631

www.valleylibrary.ca



2023