



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

ph 902 765-2800
fx 902 765-0807

September 12, 2024

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

Dear Commissioner Members:

Attached for your review is the Agenda for the regular Village meeting scheduled to take place on Thursday, September 12, 2024.



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REGULAR COMMISSION MEETING September 12, 2024

AGENDA

1. Review of Minutes of Meeting held August 8, 2024
2. Business Arising from the Minutes
3. Consent to Agenda Items
4. Departmental Reports
 - i. Wastewater
 - ii. Public Works
 - iii. Recreation
 - iv. Community Development
 - v. Hemlock Woolly Adelgid
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 (if required)
9. Adjournment



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KINGSTON VILLAGE COMMISSION MINUTES OF THE COMMISSION MEETING OF AUGUST 8, 2024

COMMISSION:

Wayne Fowler - Chair
Mike Bishop – Vice Chair
Maggie Travis
Neil Larder
Lauren Avery - Absent

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 July 17, 2024, Regular Session meeting minutes.

Commission agreed that trees next to mural on trail were to be trimmed, rather than removed as stated incorrectly in July minutes.

ON MOTION OF COMMISSIONER BISHOP AND COMMISSIONER LARDER, THAT THE COMMISSION APPROVE THE REGULAR SESSION MEETING MINUTES OF JULY 17, 2024, AS PRESENTED. MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Commissioner Travis will not be able to attend the Change of Command ceremony at 14 Greenwood.

CONSENT TO AGENDA ITEMS

Chair asked for any additions to the agenda. No additions.

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

DEPARTMENTAL REPORTS:

ENVIRONMENTAL SERVICES – See Full Report

PUBLIC WORKS – See Full Report

Bridge St Crosswalk

This project will be an invited tender.

RECREATION – See Full Report

Seniors Social

Commission agreed that adding Greenwood residents to the event did not increase the numbers too much. Therefore, the trial of having the seniors pre-register for the event will not be necessary going forward.

COMMUNITY DEVELOPMENT – See Full Report

Haunted Trail

Commissioner Travis offered to help with the haunted trail for Halloween.

Community Development Job Description

Commission would like to see the job description when it is completed.

COMMITTEE REPORTS:

Steer BBQ

Commission will discuss after September's wrap up meeting.

Joint Accessibility Advisory Committee (JAAC)

The next meeting is in September.

Kingston Area Advisory Committee (KAAC)

N/A

Audit Committee

N/A

Soldiers Memorial Hospital (SMH) Foundation – Dr. Recruitment Committee

N/A

Association of Nova Scotia Villages (ANSV)

Commissioners Bishop and Larder will attend the conference in September. Chair Fowler will attend the annual general meeting (AGM) only. Commissioner Bishop will do up a report of the meeting. Chair will provide highlights of village projects over the past year at the AGM.

CLERK REPORT – See Full Report

Printer Lease

The Kyocera printer from Workplace Essentials is old and not functioning properly, even with new parts. Clerk is waiting for competitive pricing from Workplace Essentials after receiving a much lower quote from Xerox. Clerk will email details to commissioners to help make an informed decision.

Asset Management Plan

Staff will attend a presentation by Aim Network late August. Aim Network will provide a presentation to the Commission on a later date.

Irving Parking Lot

Commission agreed to have the Irving parking lot sealed to help it bond better.

Crossing Guards

The crossing guard at Maple St has asked to switch to the Sparky St crosswalk at the start of the 2024/25 school year.

Feed NS Container

Commission agreed it is a liability issue.

Stage

Staff received a quote and plan for a permanent stage on the Steer BBQ grounds. Permanent power options will be discussed during capital budget time.

Capital Projects – See full report.

Bridge St Crosswalk

It has been difficult to get quotes from cement contractors during their busy season and causing delays.

CORRESPONDENCE:

Incentivizing Housing – Nova Scotia

The province has issued incentives for private and community housing developers to supply more affordable housing. The province also has programs and funding available to help with affordable housing preservation. There are federal and provincial tax rebates for new housing.

County of Kings

County staff are now storing their information in the cloud after their cyber attack. This may cause a hurdle in getting updates from them for property tax address and owner changes. Staff will work on ways to update the changes throughout the year including getting the information from lawyers when they call for taxes during a house sale.

ADJOURNMENT

As there was no further business to discuss, Commissioner Travis moved to adjourn the meeting at 8:10pm.

COMMISSION CHAIRPERSON

CLERK/TREASURER



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**

Date: **Sept 12, 2024**

Re: **Environmental Services Report**

Sewer Collection System

Park Rd Sewer System Profile/Drawings

Staff have contacted Morse and Dewolfe Surveying Ltd. for services to create sewer profile drawings for Park Rd, Hillcrest Ave, Victoria Dr and Elm Lane neighbourhood. Treatment plant manager educated staff members Jeff and Steve on location of manholes and direction of flow of the system and the backyard easements in old subdivision. Jeff and Steve will be going around with the surveyors to open manholes for invert transit shots Thursday of this week.

Staff also located manholes that were buried and excavated with pick and shovel to expose frame and raise with landscape rings to ground level.

Staff have been coordinating survey and sewer line profile drawings in the older sections/subdivisions over the last 5-7 years. Streets mentioned above will complete older sections of the collection system that did not have plans or profiles of sewer system.

Park Rd Sewer Line Troubleshoot

As reported last month, staff had to relieve sewer blockage in main sewer line for second time in the last year. Blockage was in same place both times in main line on Park Rd affecting the same resident both times with sewer backing up in basement.

Staff excavated area where blockage was located approximately each time to expose PVC pipe that replaced old concrete many years ago. Staff could not see anything wrong with visual inspection of pipe. Staff exposed house lateral just a few feet away and removed connected lateral to check for tree root infiltration, but pipe was clear. Staff installed newer style saddle coupling to replace old style sewer connection.

Staff then contacted Loomer's to video camera line to make sure line was clear. Video showed abandoned lateral that had tree roots coming into main sewer pipe just 2 feet away from where staff exposed pipe to inspect. Obviously, staff should have videoed first, but did find another potential problem upstream and will excavate to fix both problems for good.

Accessory Dwelling Sewer Lateral Installation

Staff installed sewer lateral on Polaris Court to accommodate accessory dwelling for 774 Balser Dr. During initial meeting with resident late February 2024 staff told resident that the Village installs laterals that are not in place. Staff determined then that the best location for extra sewer lateral on property was to connect into Polaris Court cul de sac sewer line. Polaris Court road surface is chip sealed and is on list of J Class roads to be resurfaced. It made sense to cut the road and install sewer pipe for backyard accessory dwelling.

Conversation on accessory dwellings should take place to confirm who pays for what. In this instance, the resident paid for NSDPW deposit for road breaking permit, something the Village has always taken care of because we as staff are excavating in the road right of way. Staff notified office staff to keep track of the cost to provide sewer lateral installation expense in general for a guide to help with Commission decision moving forward.

KN-2 Capital Project Update

Staff received pump discharge flanges that were not sent along with new pumps a few months ago. Staff also received new stainless-steel pipes from Nova Millwrights and will be proceeding with installation of new control panel for KN-2 upgrade over the next month.

Once panel is installed onto new pipe assembly, staff will contact electrical contractor to arrange for temporary disconnect and reconnect with NSP. This will allow new pumps to be installed in wet well and wired into panel along with new underground power supply to panel.

Pennecon will also be called for start-up of new panel and installation of submersible level transmitter in lift station, as per quote included with panel purchase.

KN-5 Float Switch Replacement

Staff, with the help of electrical contractor, switched out bad float switch. Float switches, when tipped as water level in lift station rise, turns pumps on in alternating sequence.

Treatment Plant

Capital Projects

To date, there is no set date from contractors on when projects will proceed. Staff did recommend deletion of one of the submersible pumps for the pump chamber that will be built to prevent UV Room flooding in extreme weather conditions. Pumps are Xylem/Flygt and there is no need to have spare pump sitting around for years for something that may come on once or twice a year.

Ventilation/structural part of capital projects also has no timeline of when work will begin.

Grit Chamber Repair

Repair of the concrete on the grit chamber is to start Friday September 13th. Staff have had the perimeter excavated for 4 months waiting for cement contractor. Staff have removed the safety rail for work to proceed.

Ongoing Maintenance

Ongoing daily and weekly maintenance includes taking flow readings, washing down clarifier and UV Channel twice a week, cleaning out sludge pumps when needed, coordinating with Loomer's to haul sludge, and sending in monthly effluent samples to BV Labs for analysis.



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REPORT TO VILLAGE COMMISSION

From: **Danny Lundrigan, Public Works Supervisor**
Date: **Sept 12, 2024**
Re: **Public Works Report**

Bridge St Crosswalk Pads Quotes

To date, Village has only received 1 quote to install concrete pads for proposed new crosswalk on Bridge St. Staff had jobsite meeting with 3 contractors but only received one quote from Dexter Construction.

Hemlock Tree Course

Staff attended course put on by Medway Community Forest Cooperative at NSCC in Middleton. Course was put on to educate individuals on how to prevent Woolly Adelgid from destroying Eastern hemlock trees, which happens in a very short period once infested with the bug.

Staff member Steve Mosher attended 4-day course and has a lot of additional information if commissioners are interested in knowing more about what the course provided from practical to the technical aspects of treating hemlock in our community.

Call Out/Street Catch Basin

Sept 1st Staff received call from Kings County answering service regarding a call they received about a manhole cover off on Bridge St. Staff responded to call, which ended up being a catch basin grate partially off. Staff placed pylon and contacted NS Dept of Public Works (NSDPW) as catch basins are their responsibility. To date, grate is still dislodged.

Staff have repeatedly reported roadside brush that needs NSDPW maintenance, and nothing seems to get done in a reasonable period. However, it should be noted that NSDPW did replace storm grate and frame on Westwood St. But again, this problem was reported early spring after cover flipped off and damaged vehicle.

Snow Removal Tender/Downtown 3-Year Contract

Staff had site meeting for downtown snow removal tender with contractors bidding on 3-year snow removal contract. Site plan was passed onto contractors and a walk-through of the different parking lots and store front areas to be plowed and salted.

Miscellaneous

Staff have been busy pruning tree branches that are hanging over sidewalks and covering up some street signs.

Installed speed radar sign on Maple St as per request of resident on that street and is within the school zone area.

Repaired broken sections of the Village's scarfed rail fencing behind Avery's Farm Market and down by the Yogi Bear sign.

Vandalism to electrical conduit that goes into panel for duck pond fountains caused wires to be pulled out of terminal board. Electrical contractor was called and rewired pump cable.

Village office received call requesting benches for Matthews Lane playground. Without taking benches from somewhere else there are no extra benches. Could be considered for next budget year and possible upgrade from some of our wooden ones.

Big maple tree blown down along outside perimeter of playground at Ravenwood ball fields was cut up and hauled away by public works staff.

Eavestroughs were cleaned out at the day camp and back of building at library.

Ongoing Maintenance

Grass mowing, trimming, weeding of shrub and flower beds is ongoing, along with watering of hanging baskets, litter control and garbage disposal. Tennis and pickleball courts were also trimmed around and courts blown off.

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REPORT TO VILLAGE COMMISSION

From: **Elizabeth Wright, Recreation Coordinator**
Date: **September 12, 2024**
Re: **Recreation Report**

Recreation/ OH&S

- Have a meeting scheduled to define and create a job description.
- Recreation Coordinator attending the Valley Recreation meeting in Brigadoon on September 11th and 12th.
- The Kingston Lions invited the Village Clerk, Rec Coordinator, Community Development staff and Steer BBQ volunteer Robert McMaster to their fall session meeting/supper. At the meeting they acknowledged the partnership between the Village and the Lions for the Steer BBQ and the Seniors Summer Social this past year. They presented each of us with a certificate and a few coupons.

Fitness Classes/ Programs

- The 50+ fitness class is now full for the fall, with 41 registered for Tuesday, and 41 for Thursdays. We have 12 people currently on the waiting list. We will see how busy the classes are in the first few weeks and see if we can add those from the waitlist. A few of the seniors have been upset that we limited the number. One idea is if the waitlist gets longer and classes are still busy, we will have everyone choose 1 day/ week to go. This is so we can add more seniors to the class, and still allow everyone to go once/ week. Purchased a voice amplifier for the instructor as well.
- Sandye's start date with her Bootcamp/Yoga class has been pushed back by at least a week due to a family emergency. This class has a drop-in option of \$7, or a pass card option of \$60 for 10 classes. So far, we have 5 registered.

Day Camp

- Day camp is now done for the summer. Staff received great feedback from the guardians of participants. The staff did an amazing job! They managed to finish painting the Rec Hut blue, purchased items on sale for next year, and have all their items sorted

nicely in the Rec Hut and shed. A few of the staff are looking forward to returning next summer.

Skating

- Have booked skating days for this fall, will have free skates on In-service days, a few on the weekend and on holidays. Over the Christmas break we will have a few Learn to Skate sessions as well, providing a less busy time for beginners and children to learn to skate.
- Adult skating has been booked, and starts on Tuesday, October 8th. We have shortened the time to just an hour long from 12:00pm-1:00pm.

Terry Fox Run

- The Terry Fox Run is on Sunday, September 15th. We have volunteers and Lion's club members to assist this year. Our goal is to raise \$1,700.

Schools

- Have started interviews for a new After School Program Leader/Recreation Assistant position. The new staff goal is to run the afterschool program at Kingston District, and staff would help with the free skates and holiday events throughout the year.

Anti-Racism Charter

- Requesting someone to join Emily and myself to join the committee. Would only involve a few meetings/year – action plan etc.



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REPORT TO VILLAGE COMMISSION

From: **Emily Harris**

Date: **September 12, 2024**

Re: **Community Development Report**

Outdoor Concert Series

The concert series finished for the year, with no cancellations. More discussion online on which bands were preferred, which is helpful, notes taken for next year. August 29th was the last concert for the season, moved one day back due to poor weather. Feedback from seniors was that the Sunday concerts were missed by a few, mainly if they were unable to attend a Wednesday. Most preferred the evenings, with cooler weather and the sun not directly above them. 6:30pm start time was much better.

Outdoor Movie

Numbers were lower in participation than expected. The event is enjoyed by those who do attend. Newcomers to the area were attracted to the event and we were able to speak to a few about recreational opportunities for them in Kingston.

One more movie is planned as an environmental event. Friday, September 20th we will showcase The Lorax. I have reached out to Include Me, a local non-profit supporting neurodivergent families, to see if they would like to manage popcorn and drinks for the event as a fundraiser.

Annapolis Valley Frugal Mom (AVFM) Society Comfort Kits

The AVFM Society will be supplying comfort kits at Stronach park for the unhoused population. These kits include blankets, socks, and other warm clothing. This was a service they provided last year to help aid the growing number of unhoused individuals in the community.

Haunted Trail in Centennial Park

Kingston Lions Club have confirmed 5 people to support this event. This will help with supervision during the evening and hopefully help to deter tricksters. They will also have a table set up for donations for their "After the Bell" meal program for students.

Waiting for confirmation from West Kings that students will take part again. Each year we work with the Drama/Band teacher who chaperones the students for this event. This will be the 4th year we host this event.

Nature Based Wellness Walk

Working on having Soft Pine Wellness offer a nature-based program in October. The potential date being Saturday, October 19th. This program would offer a combination of nature-based education on climate change and natural history. Outdoor mindfulness activities like meditation can also be included.

NYE Fireworks

Fireworks have been booked for New Year's Eve, start time is 7pm. Paragon Golf & Country Club is fine with continuing to be the launch site for the fireworks display.



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REPORT TO VILLAGE COMMISSION

From: **Steve Mosher**
Date: **September 12, 2024**
Re: **Public Works Report**

Just wanted to get some thoughts about the course I attended last week, and the issues being faced in the Wabanaki/Acadia Forest, and strategies to save the Eastern Hemlock (*Tsuga canadensis*) around the province. This was a great group of people brought together by the Medway Community Forest Cooperative and was representative of a large cross section of the province. Some of the represented groups in the session included DNR, CARP, HRM, several counties as far away as Pictou, arborists, private wood lot owners and a handful of groundskeepers from parks and towns across the province. The direct benefit for this course for me was the continued licensing for my ability to purchase and supervise use of chemical controls, as this gave me points to recertify. Beyond that, the course focused on education about the **Hemlock Wooly Adelgid (HWA)**, the overall strategy for combatting HWA, and the current methods available to do so (chemicals, application systems etc.)

A few points to consider about the importance of a hemlock:

- Eastern Hemlock is considered a foundation tree. This means it provides habitat for many other species in the same environment, in fact, many rare species are found exclusively in hemlock stands.
- Sometimes called the redwood of the north the largest known has grown over 50 meters in over 500 years!
- Many old growth and mature hemlock grow within the riparian zone and are instrumental in preventing erosion. It has also been shown that native salmon and trout prefer to find cover under hemlock groves due to the cooler water. Many animals are noted for using old hemlock for protection during winter storms as its typically dense canopy gives the best protection.
- Being extremely tolerant of shade, its seedlings can easily grow under a mature tree and perpetuate a forest for generations and generations.
- Hemlock not only stores carbon in its interior but also stores a great deal of carbon in the forest floor. So, in a time of changing climate, a massive die-off of ancient carbon storing trees is far from ideal.

In a nutshell, H.W.A is a sap sucking mite from Japan not unlike an aphid. We have no known natural predators to stop them in the province. Various estimates exist but an infested tree could die within 3 years. It is also very hard to see the mite when it first arrives as it causes a slow dropping of needles that goes unnoticed until it is very noticeable. This pest has already caused devastating damage to southern parts of the province and is even worse in the US range of Eastern Hemlock. It should also be noted that damage is faster during warm winters where -20c is not often experienced, perhaps increasing the spread.

So basically, the strategy is this: DNR has strike teams working across the province first in the hot spots and then working across the province injecting and spraying trees. They are

basically creating treated zones of hemlock to buy us some time. We are buying time as biological controls have been identified (the *Laricobus* beetle and a silver fly to eat both generations) but they have not been approved for use in the province yet. The chemical treatment will give us up to 7 years of protection; in which time we expect the bio controls to be approved for spreading.

Given the location and various ages of our hemlock, a treatment program would have to include an injection program as well as a basal bark spraying. Trees under 15cm diameter at breast height (DBH) (1.4m) would not be able to be injected and would have to be sprayed. If a tree is under 15cm DBH and within 7m of a watercourse, spray cannot be applied, and only injectable trees can be treated.

The course also gave a lot of information about non-target pests and information collected in controlled test sites. Spray was compared against test plots to compare negative effects of non-target life, which I would be happy to elaborate on if requested. Basically, it boils down to the active ingredient is safe to mammals and birds, but there are serious concerns around contaminating waterways.

The sad fact is that if an old growth hemlock has lost a certain percentage of its canopy, we would have to decide to let it die, as the chemicals need to be focused on trees with the best chance of survival. During the course we visit an infested plot outside of Bridgetown, and I think we found maybe 20 trees that were worth trying to save out of the countless hundreds on the hectare we were surveying. Forest ecologist Donna Crossland (a course instructor) told me they just had a H.W.A id in the community behind Greenwood McDonalds. I can also add from personal experience that all our surrounding communities are infected.

I'm honestly amazed I haven't found any yet in the duck pond to date, but I believe more now than ever that we should proceed with treatment, as advised by all the course instructors. One downside to the chemical is it can take a year, to a year and a half, to spread fully throughout the tree, so a pre-emptive strike is prudent. If we treat this year, we will be within the same working window as DNR leading up to release of biological controls, so we will never have to treat again because, if the bios fail, our trees WILL die.

Now some good news. We have several advantages, one being terrain. The duck pond has great access and is relatively flat, greatly reducing the chance of injury. The Medway Forest Coop even has a team of "hemlock heroes," a group of trained volunteers to help in projects like this. What's more is the duck pond is unlikely to see any development soon making it a great place for protected hemlock. This may be the only place in the village where hemlock grow, making them all that more important for protection. I have yet to see any elsewhere established in the village (perhaps behind Paragon?).

I know the question of cost pops up fast, but I think that is an email in itself. There were many different injection systems available but the one most appropriate for us would be a simple unpowered hand injector running around \$400. An investment of a few hundred into a proper backpack sprayer would also be needed. The variable cost is the chemical, and until we know the size of our trees it cannot be estimated properly, but I suspect the chemical costs could run up to \$5,000. We could also strategize and aim to treat our oldest hemlock first as they are the most exposed and leave the younger sprayable trees for now as the treatment is more reactive for a small diameter tree.

I think we have a great opportunity to save a semi-protected growth of hemlock, something that can truly benefit the community for generations. Given the plague on our forest systems right now (long horn beetle, spruce bud worm, a new weevil killing our birch, H.W.A, the emerald ash borer, and a new root rot in red pine, etc.), and the general sad state of our forests due to human interference and a changing climate, this is an easy choice for me.

I've attached a few info pics as well as some of the devastation in the Michigan area for an idea. As our instructors often said, "The forest will never again in your life look as good as it does today."

Forest ecologist Donna Crossland has offered to make a presentation to the commission in the future at some point if it is desired. It is a lot of information and I'm sure I've missed stuff so please ask any questions that come to mind.



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REPORT TO VILLAGE COMMISSION

From: **Mike McCleave, Clerk/Treasurer**
Date: **September 12, 2024**
Re: **Clerk Report**

Vacation

Clerk will be away on vacation from September 13 – 23, 2024. I will have access to email, but will be out of province.

Printer Lease

Nova Imprint will be delivering the Xerox printer after I return from vacation.

Awarded:	Xerox Versalink C3170	\$98.21 per month (66 mo)
Runner-Up:	Kyocera Ta2554ci	\$131.85 per month (66 mo)
Previous:	Kyocera Ta3051ci	\$179.30 per month (72 mo)

County/Village Meeting – September 18, 2024 @ 6:30pm (County)

Commission attendance

See separate document for Clerk comments

ANSV Conference and AGM – September 20-21 – St. Peters

Hotel rooms booked for Mike Bishop and Neil Larder

(Thursday and Friday night)

Wayne to attend Saturday's AGM

Oakhurst Greenspace

Resident requesting an update on development of the greenspace. She advised that on their Oakhurst private page on Facebook that they were, overwhelmingly, in favour of something for the children to have a safe place to play, with a playground being the top choice for all respondents, followed by a basketball court then a gazebo.

Christmas Dinner/Party

Lunch / supper / bowling party / gift cards /??

Snow Removal RFQ

Tender closing for the village downtown snow removal was Thursday (today) at 1:30pm. Clerk will provide verbal updates.

Pleasant Street

Had a request from a property owner to install another streetlight, clerk will check area for lighting issues

Outstanding Payable

Had a local company send us a statement that has unpaid payables from 2019 and prior to 2015.

Capital Projects:

Bridge Street Crosswalk (near Windsor St.)

We are waiting on quotes from local contractors. Currently, we have received one quote from Dexter Construction.

STP – UV Room Flooding / E, V, M Project(s)

Mid Valley Construction has both contracts, still waiting on ETA for start date.

DNR Greenspace Purchase

Clerk has requested an update from NS-DNR (annual request). The admin who administers this file is currently away until September 12th.

2024-25 Projects	Budget	Tender w/ HST portion	YTD Actual	Status
Building Mural	12,500	10,882	11,143	Z
Christmas Decorations	10,000	11,800	11,315	Z
Highway 101 signage (2x)	30,000	31,807	2,500	C
Paving – 3 locations	110,000	95,057	95,057	Z
Sea Container Storage	10,000	9,506	9,506	Z
Grit chamber concrete repair	10,000	9,125		C
Digital daily/weekly flow meter (STP)	8,000		4,765	C
KN#2 Lift Station Panel & Pump Replacement	70,000	64,991	56,552	C
Large Tractor Replacement	65,000	66,092	66,092	Z
Ravenwood ball field repairs	10,000		13,727	Z
STP - UV Building Flood Mitigation	340,000	353,529		C
Asset Management (Surveying / GIS Design)	20,000			
Kearne Avenue Streetlights	8,000			
Pumps & Laterals	25,000			

Year	Multi-Year Projects	Budget	Tender w/ HST portion	YTD Actual	Status
2008	DNR Greenspace Purchase	n/a	n/a	7,691	C
2023	Bridge Street Crosswalk	30,000		1,418	C
2023	KN#3 Lift Station Renewal	300,000	276,775	262,143	Z
2023	STP – E, V, M	303,500	54,000	58,202	C

T - Tendering Process

Z – Finished

C - Work started / Construction

Y - project deferred or cancelled

**Village of Kingston
Commission Finance Report
August 31, 2024**

General Operations

	Actual YTD	Budget YTD	Variance YTD	Annual Budget	Notes
Revenues					
Residential/Commercial Taxation	-	-	-	1,020,300	
Dog Registrations	100	-	100	500	
Rentals	3,000	3,000	-	7,200	
Interest on Investments and Taxes	21,500	4,400	17,100	10,000	2 mo Capital interest included
Miscellaneous Income	14,000	11,500	2,500	11,700	Steer BBQ Revenues
Recreation Revenue	23,200	21,800	1,400	29,500	Daycamp revenues
Arena Revenue	-	1,100	(1,100)	1,100	
Administration Revenues	-	-	-	85,000	
Grants from Other Governments	25,900	29,200	(3,300)	73,300	
Contributions from Reserves	15,000	15,000	-	15,000	
Total Revenues	102,700	86,000	16,700	1,253,600	
Expenditures					
General Government					
Legislative	8,900	10,100	1,200	22,800	
Administration	74,200	91,800	17,600	210,800	
Professional Fees	8,500	9,600	1,100	11,800	
Insurance (General)	22,200	23,000	800	23,000	
Civic Building Expenses	5,900	5,500	(400)	14,600	
Crossing Guards	8,200	6,600	(1,600)	22,100	
Miscellaneous	4,100	6,000	1,900	10,600	
Taxation Charges	7,000	9,900	2,900	10,000	
Library	11,700	13,100	1,400	21,300	
Total General Government	150,700	175,600	24,900	347,000	
Public Works & Transportation					
Public Works	77,500	83,400	5,900	177,300	
Village Maintenance	17,700	20,800	3,100	40,000	
Sidewalks & Crosswalks	11,100	11,800	700	13,300	
Snow Removal	16,500	12,300	(4,200)	81,700	salary allocation during summer mo
Street Lighting	28,200	28,400	200	40,100	
Capital from Operating	-	-	-	-	
Total Public Works	151,000	156,700	5,700	352,400	
Community Development					
Visitor Information Centre	2,700	900	(1,800)	5,900	insurance JE posted
Other Development	8,600	16,500	7,900	18,000	
Apple Blossom Festival	800	2,000	1,200	2,000	
New Years Eve Event	-	-	-	10,000	
Steer BBQ	20,200	22,000	1,800	22,000	missing Golf Tournament invoice still
Total Community Development	32,300	41,400	9,100	57,900	
Parks					
Parks Repairs and Maintenance	29,700	32,800	3,100	61,200	
Arena Rental Charges	-	-	-	5,600	
Total Parks	29,700	32,800	3,100	66,800	
Recreation					
Recreation Administration	76,500	95,600	19,100	171,500	
Outdoor Rink(s)	-	-	-	4,000	
Arena Expenses	-	-	-	-	
March Break Day Camp	-	-	-	1,200	
Summer Day Camp	3,300	4,600	1,300	4,600	
Youth Programs	-	600	600	2,000	
Adult Programs	2,600	900	(1,700)	10,300	extra spring programs
Seniors Programs	2,600	2,500	(100)	5,900	
Total Recreation	85,000	104,200	19,200	199,500	
Fiscal Expenses					
Transfers to Reserves					
Operating Reserves	1,000	1,000	-	1,000	
General Capital Reserves	123,000	123,000	-	123,000	
Sidewalk Construction Reserve	100,000	100,000	-	100,000	
Building Reserve	6,000	6,000	-	6,000	
LTD - Principal	-	-	-	-	
Total Fiscal Expenses	230,000	230,000	-	230,000	
Total Expenditures	678,700	740,700	62,000	1,253,600	
Surplus/(Deficit)	(576,000)	(654,700)		-	

**Village of Kingston
Finance Report**

Sewer Operations

	Actual YTD	Budget YTD	Variance YTD	Annual Budget	
Revenues					
Sewer - Taxation	-	-	-	578,700	
Sewer - User Fees	-	3,300	(3,300)	14,800	not invoiced yet
Sewer - Connection Charges	2,600	3,900	(1,300)	4,300	
Total Revenues	2,600	7,200	(4,600)	597,800	
Expenditures					
Environmental Health					
Administration	94,000	95,200	1,200	204,200	
Treatment	15,500	17,100	1,600	36,600	
Treatment - Electricity	32,800	33,300	500	80,000	
Treatment - Disposal	41,700	31,500	(10,200)	90,000	timing
Collection System Costs	13,100	15,400	2,300	37,000	
Total Environmental Health	197,100	192,500	(4,600)	447,800	
Fiscal Expenses					
Sewer Reserve	150,000	150,000	-	150,000	
LTD - Principal	-	-	-	-	
LTD - Interest	-	-	-	-	
Total Fiscal Expenses	150,000	150,000	-	150,000	
Total Expenditures	347,100	342,500	(4,600)	597,800	
Surplus/(Deficit)	(344,500)	(335,300)		-	