

COUNCIL ADVISORY COMMITTEE AGENDA

April 12, 2021

COVID-19 PROTOCOL

6:00 p.m.

1. CALL MEETING TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

3. APPROVAL OF THE MINUTES

(a) Council Advisory Committee, March 8, 2021

4. PRESENTATIONS

- (a) Friends of the Kentville Ravine – Ken Harrison
- (b) Kentville Skatepark Association – Matt MacLeod
- (c) Kings Transit Authority – Rick Ramsay

5. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

- (1) Director's Report
- (2) Projection Report
- (3) Spring 2021 Debenture Funding
- (4) Withdrawal from Capital Reserve (#3)

(b) Planning and Development

- (1) Director's Report
- (2) Community Economic Development Coordinator's Report

(c) Parks and Recreation

- (1) Director's Report

(d) Police

- (1) Chief's Report

(e) Engineering and Public Works

- (1) Director's Report

(f) Administration

- (1) Chief Administrative Officer's Report



6. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS

(a) None

7. CORRESPONDENCE

(a) Summary of Correspondence: Skatepark Completion

(b) Minister of Municipal Affairs

8. NEW BUSINESS

(a) Request for Decision: Silver Gliders Request

9. PUBLIC COMMENTS

10. IN-CAMERA

(a) Request for Proposal

11. ADJOURNMENT

12. SPECIAL COUNCIL MEETING

TOWN OF KENTVILLE COUNCIL ADVISORY COMMITTEE COVID-19 PROTOCOL

Meeting Minutes: March 8, 2021

Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held virtually using Zoom. It was livestreamed on Facebook and posted to YouTube with closed captioning after the meeting.

Mayor Sandra Snow called the meeting to order at 6:00 p.m., and Chief Administrative Officer (CAO) Dan Troke reported the following members of Council and staff were present:

PRESENT

Council:

- Mayor Sandra Snow
- Deputy Mayor Cate Savage
- Councillor Craig Gerrard
- Councillor Paula Huntley
- Councillor Cathy Maxwell
- Councillor Gillian Yorke
- Councillor Andrew Zebian

Staff:

- Dan Troke, Chief Administrative Officer
- Rachel Bedingfield, Director of Parks and Recreation
- David Bell, Director of Engineering
- Julia Cecchetto, Chief of Police
- Debra Crowell, Director of Finance
- Beverly Gentleman, Director of Planning
- Jason Bethune, IT Manager
- Jennifer West, Recording Secretary

Guests:

- Daisy Dwyer and Gweneth Dwyn (Community Alcohol Partnership)
- Jennine Wilson (Nova Scotia Caregivers Association)

REGRETS

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

Note: "Points from Discussion" below show comments made by individual councillors during debate. They do not necessarily represent the opinion of the group.

2. APPROVAL OF THE AGENDA

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Paula Huntley

that the agenda for the Council Advisory Committee meeting of March 8, 2021 be approved with the following additions:

- **8.a Presentation from Government House**
- **8.b New Committees and Appointments**

In Camera (confidential matters):

- **10.a Land**
- **10.b Land**
- **10.c Land**

MOTION CARRIED

3. APPROVAL OF THE MINUTES

(a) Council Advisory Committee, Meeting Minutes, February 8, 2021

It was moved that the minutes from the Council Advisory Committee meeting held on February 8, 2021 be approved as presented.

MOTION CARRIED

4. PRESENTATIONS

(a) Community Alcohol Partnership

Directors Daisy Dwyer and Gweneth Dwyne introduced this organization to Council and staff, with information about partnerships, purpose, culture of alcohol use, and their campaigns in the Annapolis Valley. CAP invites a member of Council to sit on the regional board of directors.

Presentation available.

(b) Nova Scotia Caregivers Association

Regional Director Jennine Wilson gave review of the work and projects by the Caregivers Association, including the challenges facing volunteer caregivers and support groups for their mental health.

Presentation available.

5. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

(1) Director's Report

Director Crowell presented her report for the period ending February 28, 2021. To this date, overall revenue exceeds the average at 94.9% and overall expenditures are above the benchmark at 90.9% expended. Outstanding taxes are at 100.6% collected.

See report for more information.

- **Points of Discussion:**
 - When can we expect to see the draft budget? Staff are still working on the operating budget, which should be finished in early April.
 - Under the safe restart funds from the Province, how will this be distributed? This grant will cover expenditures such as masks, disinfectants, etc. with the remaining going to reserves for future COVID-19 expenses.

(2) Projection Report

Director Crowell presented her projection report for the period ending February 28, 2021. The projection of a year-end is for a deficit of \$8,600 (last month deficit of \$29,300).

See report for more information.

(3) Withdrawal from Capital Fund #2

Director Crowell presented her request for a second withdrawal from the Town Capital Reserve in the amount of \$131,723.01 for various projects which require funding.

See report for more information.

- Points of Discussion:
 - What does the \$30,000 expense? This is part of the renovation of the Town Hall finance and recreation department.
 - The total cost for this renovation is \$89,633.52, plus design fees.

It was moved by Councillor Cathy Maxwell and seconded by Councillor Gillian Yorke

That Council Advisory Committee Recommend

That Council approve a withdrawal of \$131,723.01 from the Town Capital Reserve – General Allocation to fund several acquisitions during the year 2020-2021.

To be approved at the March 29, 2021 Meeting of Council.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

(4) Withdrawal from Equipment Reserve Fund #2

Director Crowell presented her request for a second withdrawal from the Town Equipment Reserve fund in the amount of \$27,238.51 for transportation expenses and repairs to a plow truck.

See report for more information.

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Gillian Yorke

That Council Advisory Committee Recommend

That Council approve a withdrawal of \$27,238.51 from the Town Equipment Reserve to partially fund 2020-2021 transportation equipment acquisitions.

To be approved at the March 29, 2021 Meeting of Council.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

(5) Withdrawal from Operating Reserve Fund

Director Crowell presented her request for a blanket withdrawal from the Town Operating Reserve.

See report for more information.

It was moved by Councillor Gillian Yorke and seconded by Councillor Paula Huntley

That Council Advisory Committee Recommend

That Council approve a blanket resolution for a possible withdrawal from the Town of Kentville Operating Reserve in the amount of a current operating deficit, should one occur at March 31, 2021, after all year-end transactions are quantified at the March 29, 2021 meeting.

To be approved at the March 29, 2021 Meeting of Council.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

(6) Valley Waste Guarantee Resolution

Director Crowell presented her report on the Valley Waste payment to the Municipal Finance Corporation in May 2021. This resolution requires an approval of Council.

See report for more information.

It was moved by Councillor Paula Huntley and seconded by Councillor Cathy Maxwell

That Council Advisory Committee Recommend

That Council authorize the attached Guarantee Resolution for Debenture 36-A-1 in the amount of \$46,504.00, the Town of Kentville's 10.5% share of the Valley Region Solid Waste Resource Management Authority partnership.

To be approved at the March 29, 2021 Meeting of Council.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

(7) Information on the Property Assessed Community Energy (PACE) programs in Nova Scotia

Director Crowell presented a memo of information about PACE programs in Nova Scotia, for Council's information.

See report for more information.

- Points of Discussion:
 - Regarding the renovations at Town Hall, the design fees and the construction fees are separate. Grants for COVID did not cover the renovations.

(b) Planning and Development

(1) Director's Report

Director Gentleman reviewed her report for February 2021. Highlights included a building valuation of \$4,457,100. The report also included project updates about Ryan's Park, Chrysalis House, the River Street lands and Miners Landing.

See report for more information.

- Points of Discussion:

- Discussion about requirements on the River Street lands.
- Staff is working on an amendment to the Municipal Planning Strategy.

(2) Community Economic Development Coordinator's Report

CAO Troke tabled the report for CEDC Young for February 2021. Highlights included planning for the opening of the Visitor Information Centre, grant reporting, follow up from the Fire and Ice event, and human rights training.

See report for more information.

(c) Parks and Recreation

(1) Director's Report

Director Bedingfield reviewed her report for February 2021. Some of the highlights included updates on the trailer, the arena, bookings at the recreation centre and the facility used in the recreation centre returning to their spaces.

See report for more information.

- Points of Discussion:
 - Update on the lack of lighting on the new bridge.

(d) Police Report

(1) Chief's Report

Chief Cecchetto presented her report to Council, which will also be presented to the Board of Police Commissioners at their next meeting.

See report for more information.

(e) Engineering and Public Works

(1) Director's Report

Director Bell presented his report for February 2021. Some of the highlights included updates on electric vehicle charging stations, budgets for snow removal, and the Kentville Water Commission.

See report for more information.

- Points of Discussion:
 - What is the purpose of passing a regional sewer budget without seeing our own Town budget? Some Councillors stated that the Town should not promise money to external groups before the Town budget is complete.
 - Some external groups have their board meetings at different times which do not align with Town budget process. It might be better to see the Town budget first and then review the external funding commitments.
 - What is the status of the regional intermunicipal services agreement? Agreements are under review to develop a joint agreement.
 - Operations are regularly reviewed and the ponds and facility are being upgraded incrementally. The result will be better efficiency in the coming years.
 - There is a standing technical committee which reports on specific issues and improvements.

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Craig Gerrard

That Council Advisory Committee Recommend

That Council approve the Town of Kentville's share of the regional sewer system operating budget in the amount of \$804,800 for the year 2021-2022.

To be approved at the March 29, 2021 Meeting of Council.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

(f) Administration

(1) Chief Administrative Officer's Report

CAO Troke presented his report for his recent arrival in February 2021. Some of the highlights included updates on budget meetings, regional CAO meetings, health and safety and human rights training.

See report for more information.

It was moved by Councillor Gillian Yorke and seconded by Councillor Paula Huntley

That the reports from the directors be accepted as presented.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

6. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

None

7. CORRESPONDENCE

(a) Margaret Dolbaczuk – Safety Issues – March 5, 2021

CAO Troke reviewed the concerns presented by Ms. Dolbaczuk relating to pedestrian safety and crosswalk safety in Kentville.

Letter available.

8. NEW BUSINESS

(a) Government House

Mayor Snow reviewed the letter from the Provincial Government, including an award for community spirit during the difficult pandemic period of 2020.

Report available for more information.

(b) Committees of Council

Mayor Snow reviewed the need for two Councillor appointments: Deputy Mayor Cate Savage to the Kentville Business Community Board and the second Councillor Paula Huntley to oversee the Federation of Canadian Municipalities Partners for Climate Progress.

Report available for more information.

It was moved by Councillor Gillian Yorke and seconded by Councillor Cate Savage

That Council adopt the committees and appointments as presented.

MOTION CARRIED

To be approved at the March 29, 2021 Meeting of Council.

*Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian*

9. PUBLIC COMMENTS

None.

10. IN CAMERA

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Gillian Yorke

That Council move into a closed session at 7:37 pm to discuss property matters.

MOTION CARRIED

*Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian*

It was moved by Councillor Paula Huntley and seconded by Councillor Craig Gerrard

That Council return to open session at 8:07 pm

MOTION CARRIED

*Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian*

It was moved by Councillor Craig Gerrard and seconded by Councillor Paula Huntley

That Council Advisory Committee direct the CAO to proceed with the sale of a 9.271 acre parcel of land as discussed in camera.

To be approved at a Meeting of Council once complete.

MOTION CARRIED

*Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian.*

At 8:07 pm, Deputy Mayor Savage declared a Conflict of Interest with the next two agenda items and recused herself from the discussion.

It was moved by Councillor Paula Huntley and seconded by Councillor Gillian Yorke

That Council Advisory Committee direct the CAO to proceed with the sale of a 0.53 acres parcel of land as discussed in camera.

To be approved at a Meeting of Council once complete.

MOTION CARRIED

*Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Snow, Yorke and Zebian.*

It was moved by Councillor Craig Gerrard and seconded by Councillor Paula Huntley

That Council Advisory Committee direct the CAO to proceed with the sale of a 1.49 acres parcel of land as discussed in camera.

To be approved at a Meeting of Council once complete.

MOTION CARRIED

*Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Snow, Yorke and Zebian.*

9. ADJOURNMENT

It was moved by Deputy Mayor Savage

That Council Advisory Committee adjourn.

MOTION CARRIED

Adjournment at 8:10pm.

DRAFT



“The Elderkin Brook Ravine”

A unique opportunity

Kentville – New Minas
Nova Scotia

Town of Kentville Council Advisory Committee
April 12, 2021





PARKS &
RECREATION

Kentville

The Town of Kentville understands the benefits of parks as a major part of growing and maintaining a healthy community, and we are committed to providing natural spaces for those who, visit, live, work, shop and play in our region.

In 2019 the Town of Kentville signed a 49 year easement with the Federal Government to take over management of the Kentville ravine. The Town of Kentville's intent is to maintain this natural space, and increase access.

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Kentville
Parks & Recreation

Ravine features

- Used for nature education for 100 years.
- Remnants of old growth hemlock and eastern white pine. (Rare on the valley floor in Kings County)
- Well documented flora, terrestrial and aquatic fauna. These provide a baseline for observing change over time.
- Active bird observations & annual counts are made by many in the Blomidon Naturalists Society.
- Uniquely accessible on municipal bus route.
- Peaceful, quiet refuge very close to town, village and Kings County.
- The existing steep access trail is heavily used by walkers.

Elderkin Brook Ravine 1945

A lot has changed !

“A unique component of this ravine is a block of virgin forest with trees hundreds of years old, which have never been ravaged by fire, where natural succession is allowed to take place – nothing is removed. It is widely used by biology students and naturalists.”

Source: A History: Kentville Research Station 1911-1986. Agriculture Canada publication A52-61/1986E.

<http://www.paulillsley.com>





Elderkin Brook Ravine – 1945

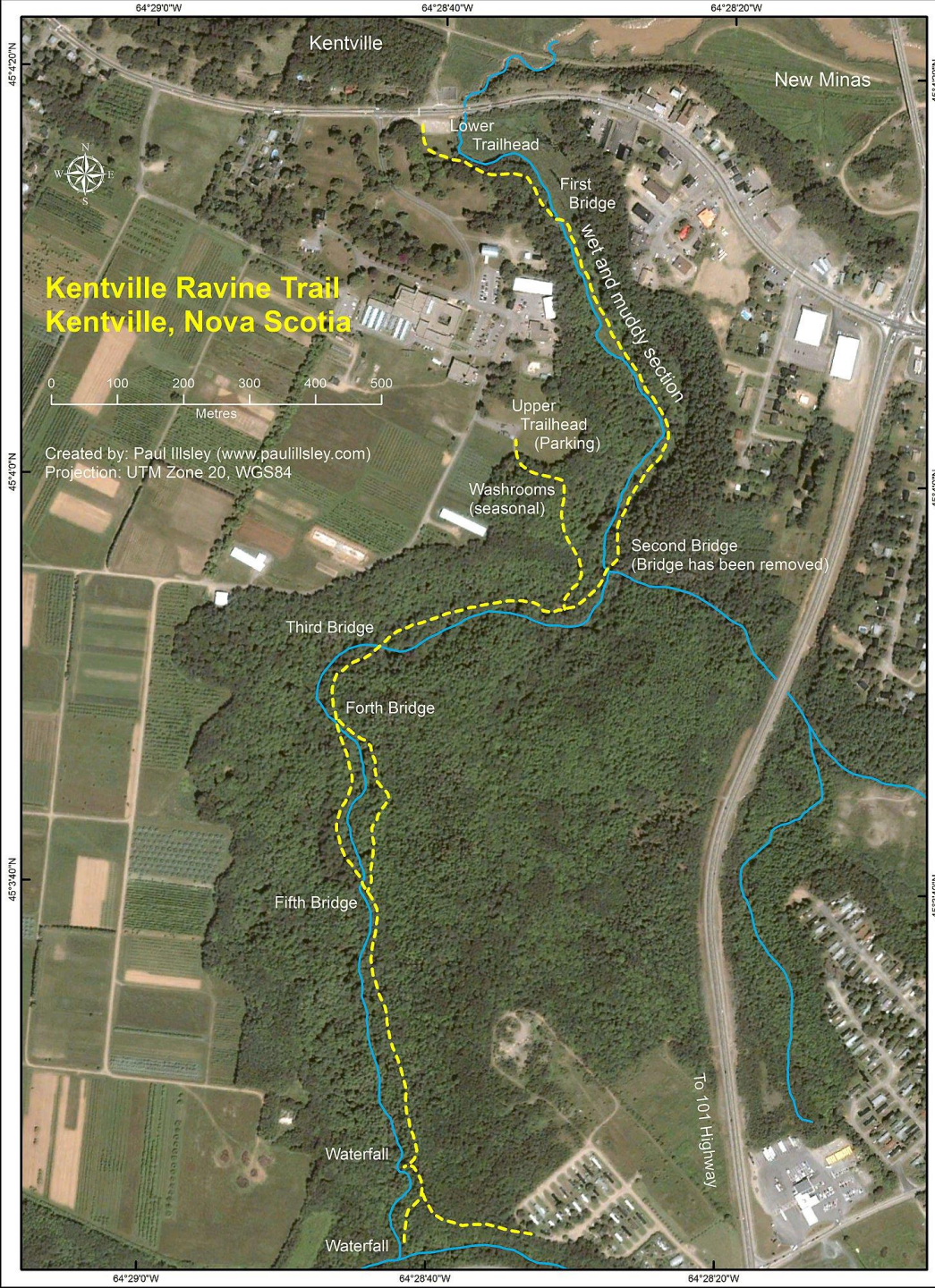
Close up of northern end

Highway 1 (Main Street – Commercial Street) at top of picture

This image shows the access road along the floodplain beside the brook that is often obstructed by overland flooding



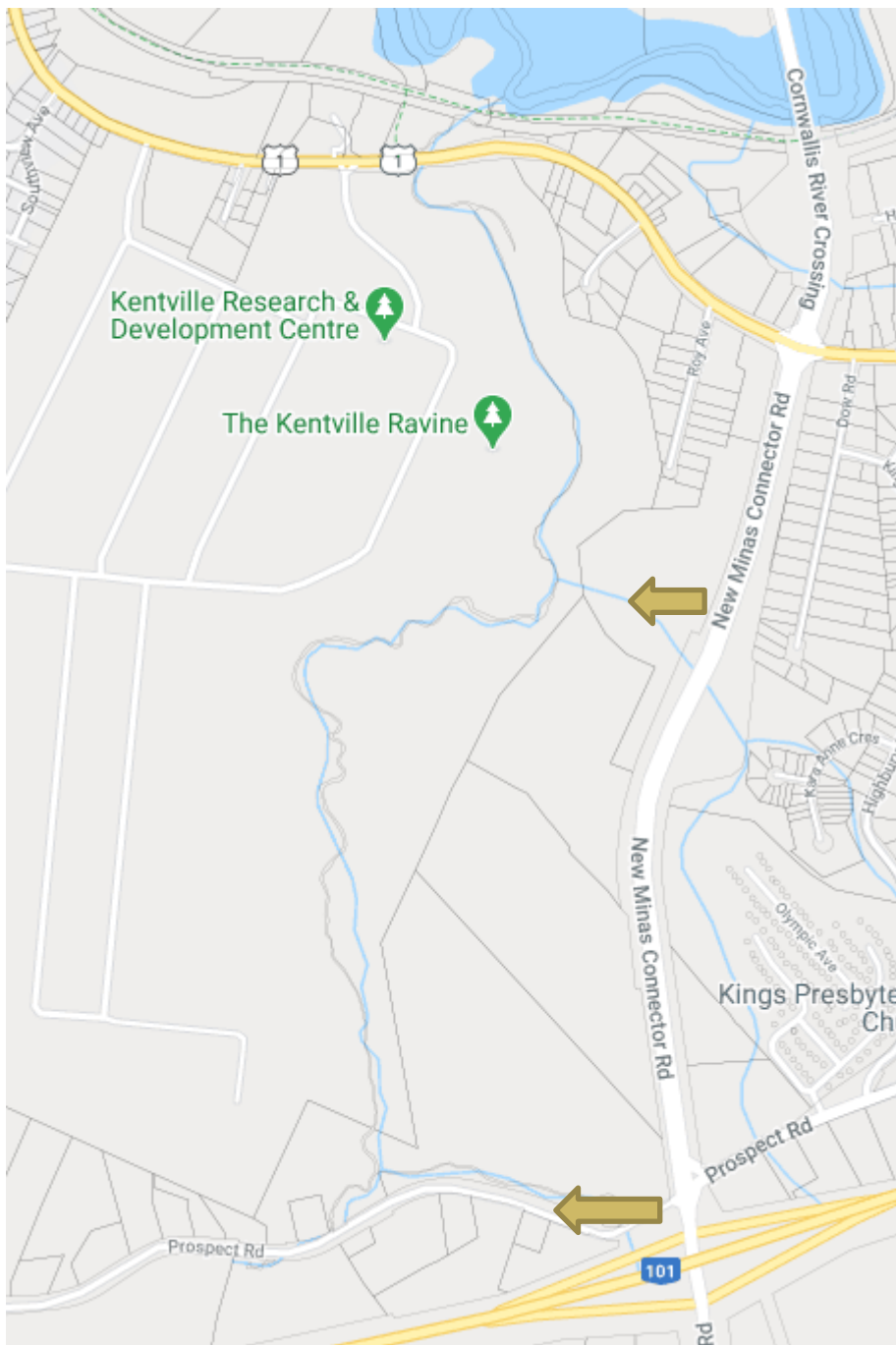
Steep slope down from the Picnic Grove – Photo source: www.paulillsley.com



Elderkin Brook (shown as a North – South blue line) is the boundary between the Town of Kentville and the Village of New Minas. The eastern tributary drains the area from the “Big Stop” at Exit 12 to Jenifer Crescent and under the New Minas Connector to the main brook at “Second Bridge”.

This air photo shows the trailer park that existed prior to the construction of the Kent Building Supplies store.

http://www.paulillsley.com/Kentville_Ravine_Trail



The Ravine area represents only about 8% of the total Elderkin Brook watershed.

Land clearing or construction south of Exit 12 or on the properties along the New Minas Connector Road represents a storm water hazard to the Ravine.

In August 1971, Hurricane Beth passed well offshore but Kentville recorded a rainfall of 7.36 inches (approx. 18 cm). The rush of storm water under the Exit 12 overpass washed Prospect Road into the Ravine and Main Street at Eaves Hollow was impassible.

From Viewpoint

Effect of ordinary rainfall – about 60 mm



Saturday morning – June 8th, 2013
Note change in water level on main Brook



Sunday afternoon – June 9th, 2013



Rush of water joining Elderkin Brook at "Second Bridge" from East tributary (Jenifer Crescent) after 60 mm rainfall in June 2013. This flow undermined the bridge which was removed.

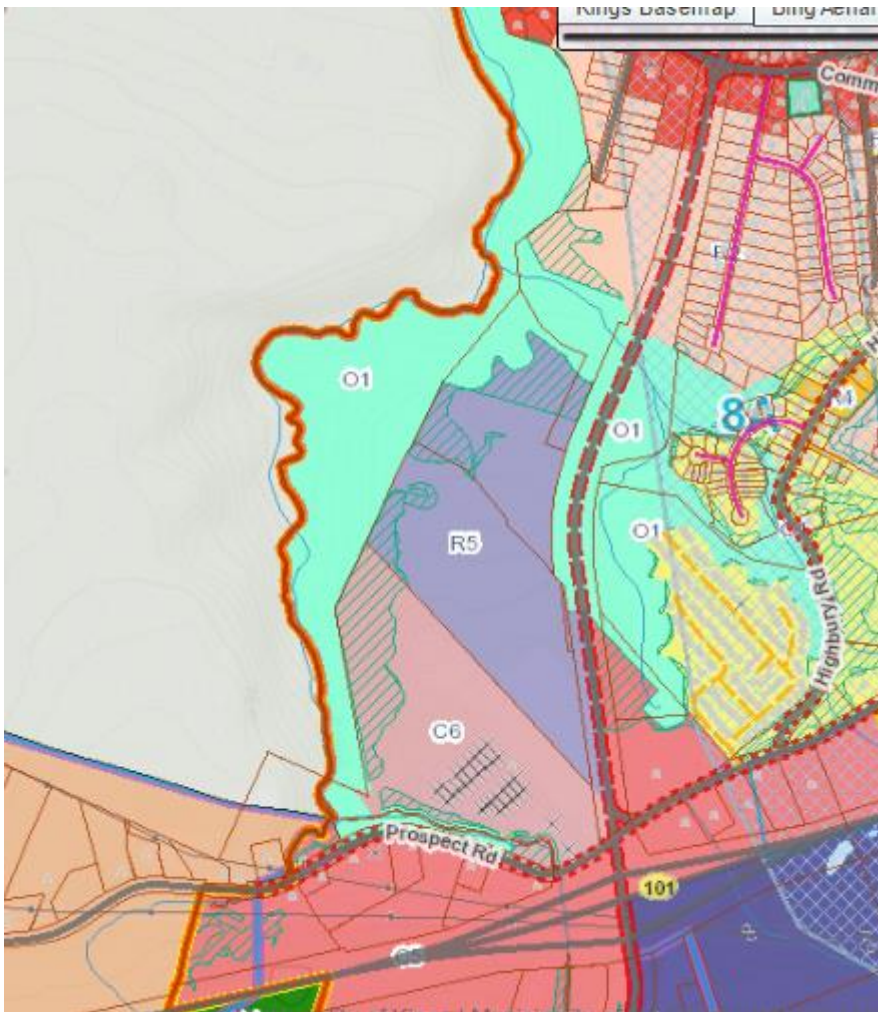
Challenges

In addition to stream erosion, the Ravine faces a number of challenges:

- Invasive plant species like Norway maple, glossy buckthorn, etc. that take advantage of disturbances like stand openings.
- Invasive insects like the Hemlock woolly adelgid that will kill the mature hemlocks in the stands – this insect is now present in southwestern Nova Scotia and moving towards us.



Erosion after 60 mm rainfall



Current Zoning

“Zoning: the steepest parts of the ravine are zoned Environmental Constraints (O1) (in turquoise on the map). No development is permitted within this zone. Additionally, areas that are covered in the green hatching are identified as Environmentally Sensitive Areas either due to steep slope or potential for flooding. Any development within these areas needs to be engineered to address those hazards – both the hazards posed to the development and by the development on the surrounding area.”

From Laura Mosher
Manager - Planning and Development Services
Municipality of the County of Kings

Elderkin Brook

New Minas, NS

0 75 150 300
Meters

Highway #1

Agriculture
Canada

Kent
Proposal

New Minas Connector Rd.

Prospect Rd.

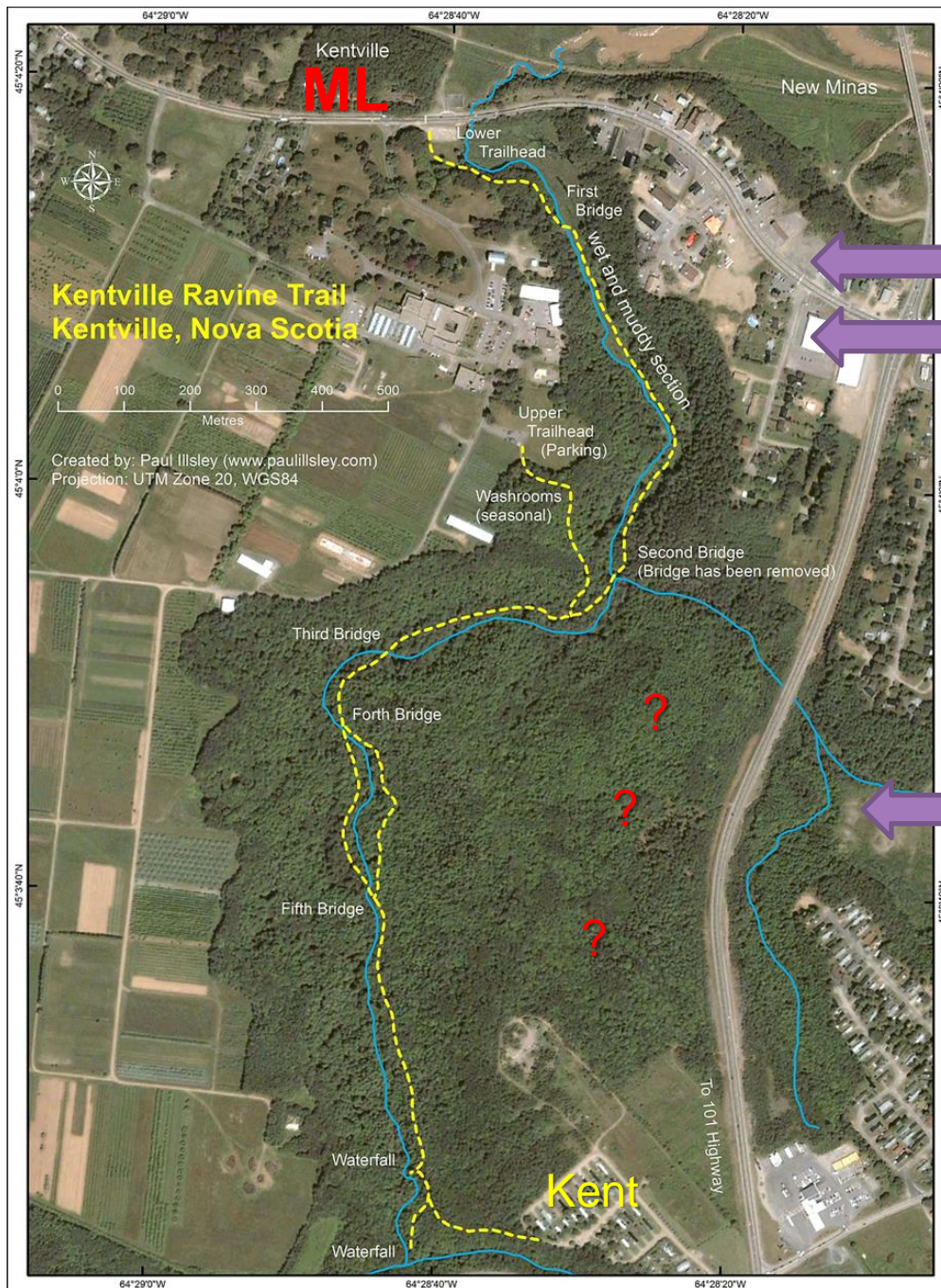
Source: Esri, DigitalGlobe, GeoEye, Earthstar, USDA, USGS, AeroGRID, IGN, IGP, swisstopo, and the GIS User Community

Ravine – The Future?

We could be lulled into a false sense of security since the private lands between the Ravine and the New Minas Connector Road are “landlocked”.

Those properties are **not** immune to future use that could impact the integrity of the Ravine.

In the development agreement signed between Kent and Kings County, Kent's plans limited their store and yard construction to the already cleared area and they provided a trail easement along the brook at the southern edge of their property.



Recent Development Pressure from New Minas

RCMP Building

Valley Crossroads Centre

Housing on Jenifer Crescent

? = Property for sale

From Kentville

ML = Miners Landing Apartments
about 188 units in four buildings

Towards a shared future – a Proposal for action

- Convene a working group to plan strategy for conservation of the Ravine and the associated watershed. The first tentative steps were beginning with the Town of Kentville when COVID arrived.
- Support a comprehensive Elderkin Brook watershed evaluation to inform future development decisions. Existing trail could reconnect to the Harvest Moon Trail if the path through the floodplain is restored with a boardwalk and pedestrian bridge.
- Collaborate with the Town of Kentville, Village of New Minas, Kings County and NS Nature Trust to support applications to any interest or funding agency to assist with land purchase or establishing easements for rehabilitation and future conservation.
- Action now is important – Taking bold measures now to protect the Ravine will provide a significant return on investment through positive publicity, enhanced tourism and in-migration, and contribution to a green economy.

We envisage a 'Ravine spur' as an integral part of the nearby Harvest Moon Trail. All area residents and visitors can benefit from the superb recreational opportunities for walking, snowshoeing and relaxing in a unique forest environment that the Ravine provides. Preserving what we have and protecting it from the influence of neighbouring development is essential to ensure a unique legacy

Two "Gems" in our backyard



Elderkin Brook Ravine



Miners Marsh

KENTVILLE SKATEPARK ASSOCIATION



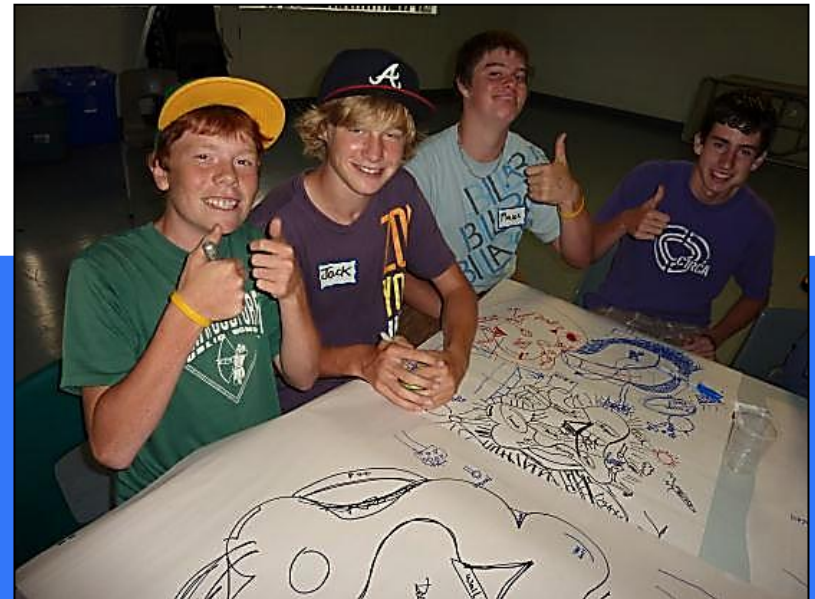
**COMMUNITY
VOLUNTEERS**



BENEFITS OF A REGIONAL SKATEPARK

HEALTH AND COMMUNITY

- Accessibility
- Low user cost
- Physical Activity
- Low maintenance
- Regional programming





Design Phase

KENTVILLE SKATEPARK ASSOCIATION



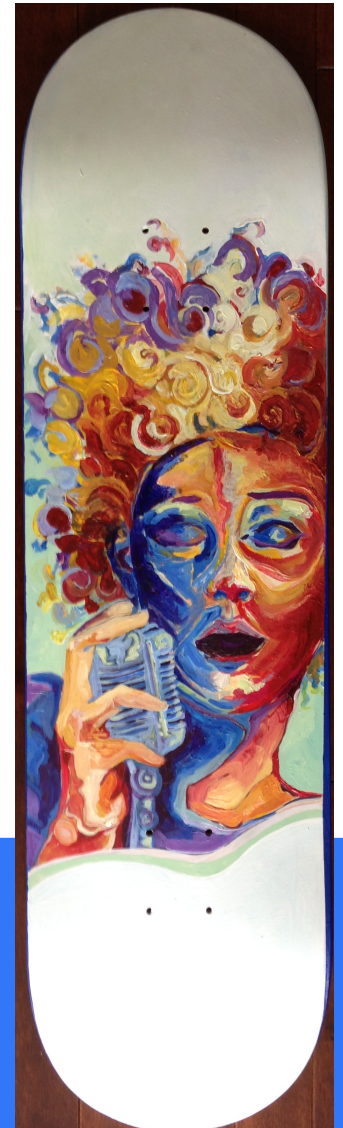
www.kentvilleskatepark.ca



Kentville Skatepark Design

CONTRIBUTIONS FROM OUR NON-PROFIT

- \$66,600 cash raised
- Secured grants from municipal, provincial and federal governments
- Built community support/awareness
- Liaison with youth



COMMUNITY SUPPORT



MICHELIN



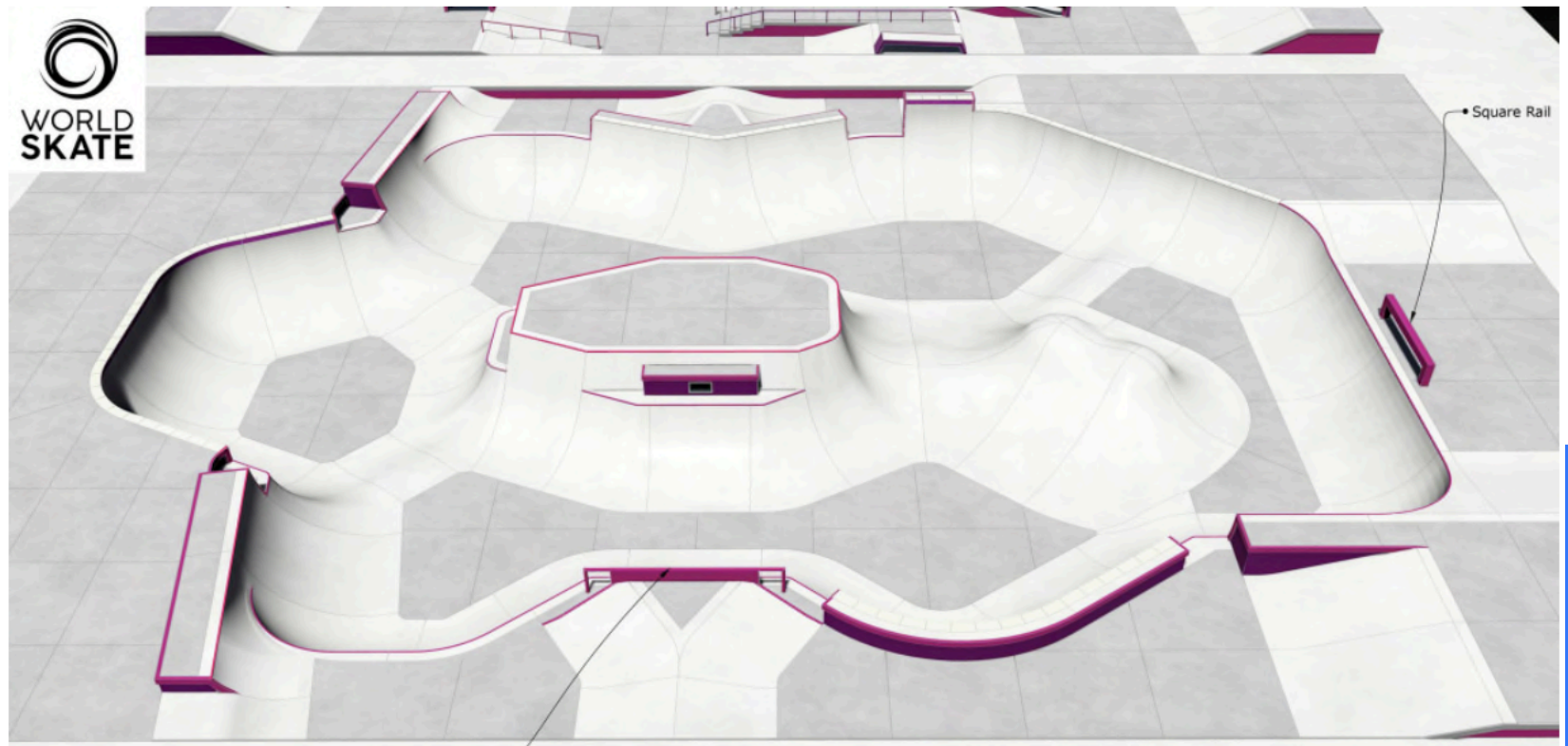
STREET SKATEBOARDING



BOWL SKATEBOARDING



OLYMPIC SKATEBOARDING 2021





Kentville Skatepark Bowl Design



Let's finish the skatepark in 2021!!

Kings Transit Authority
Draft 2021/22 Operating Budget

Notes

1. Fares based on post covid estimate
2. Historical rate of labour to Digby and Annapolis
3. Assumes 10 months of General Manager and current staff
4. Assumes GM participation in employer pension plan
5. Based on audit fee quote (approx. \$18000) plus legal \$5,000
6. Includes a marketing/promotion to regain ridership
7. Includes two months Acting General Manager plus other professional fees
8. Due to Covid implications
9. Cost of all operations employee benefits
10. Based on discussions with KTA mechanics
11. Based on current price
12. Based industry increase 10%
13. Due to Covid implications
14. Based on current ridership data
15. Based on current ridership 58%
16. Cost of employee benefits
17. Based on discussions with KTA mechanics
18. Based on current price
19. Based on current ridership
20. All Digby employee benefits
21. Discussions with KTA mechanics
22. Based on current price

Core 2020/22 Draft Operating Budget - Revised						
			<u>21/22 Budget</u>	<u>Projected</u>		<u>20/21 Budget</u>
4021	Fares - Core - KWG	1	338,000	240,400		589,840
4022	Fares - Core - Hants Border					26,260
4100	Advertising Income		15,000	3,700		29,800
4125	Revenue/KT Management Fee		160,000	169,000		168,954
4126	Revenue - Mechanics Labour	2	62,000	62,100		63,000
4208	Operating Grant Prov		3,800	7,500		9,960
4210	Optg Grants Core - regular		941,300	971,700		971,706
	Optg Grants Core - Covid impact		330,300			
4315	Miscellaneous Revenue		1,000	800		664
	Total Revenue		1,851,400	1,455,200		1,860,184
5302	Admin Salaries & Wages	3	173,000	115,200		180,000
5313	CPP - Admin					
5314	EI - Admin					
5315	WCB - Admin	4	27,700	16,600		18,500
5316	Medical/Dental - Admin					
5317	Pension (RRSP) -Admin					
	Total Admistration salaries and benefits		200,700	131,800		198,500
5320	Legal and Audit	5	23,000	31,700		20,244
5321	Admin Advertising		2,500	1,900		2,500
5322	Marketing	6	41,000	12,800		20,000
5328	Interest & Bank Charges		14,000	11,900		15,000
5330	Annual Fees		4,000	3,400		4,015
5336	Office Supplies		9,000	8,600		8,500
5338	Printing		8,000	7,700		7,000
5342	IT Services		8,000	5,300		8,600
5346	Office phones internet & answer svc		5,000	5,200		6,650
5352	Professional fees	7	24,000	42,000		10,428
5354	Staff training & development		3,500	1,900		3,500
5360	Miscellaneous		2,000	2,100		1,000
5370	Meeting Expenses		1,500	600		1,500
5380	Travel Expense		5,000	1,200		5,000
	Total Administrative Costs		351,200	268,100		312,437
5419	Building - cleaning & supplies	8	10,000	7,900		6,000
5420	Building - repair/maintenance		17,000	15,100		14,500
5421	Building - Snow/ice removal		12,000	9,000		12,000
5422	Building - Power		10,000	8,600		10,000
5423	Building - Fuel Heat		10,000	4,400		10,000
	Total Facilities Expenses		59,000	45,000		52,500
5705	Drivers Salaries & Wages		519,000	317,600		507,868
5706	Supervisors Salaries & Wages		93,000	95,800		107,790

5707	Mechanics Salaries & Wages		148,000		145,300		147,842
5708	Maintenance Salaries & Wages		40,000		32,600		40,575
	'Total Operations Wages		800,000		591,300		804,075
5713	CPP - Ops						
5714	EI - Ops	9	136,000		99,400		137,334
5715	WCB - Ops						
5716	Medical/Dental - Ops						
5717	Pension - Ops						
	'Total Oerators Employee Benefits		136,000		99,400		137,334
5721	Health & Safety		8,500		11,200		8,291
	'Total Operator Related Expense		944,500	0	701,900	0	949,700
5760	Vehicle Fees/permits/registrations		20,000		19,200		18,297
5775	Bus Radios, WiFi & Cellphones		12,000		14,300		10,621
5780	Professional services				6,200		3,000
5782	Tool Replacement		5,000		2,400		2,500
5784	Shop Supplies		2,500				
5785	Freight Clearing						
5786	Obsolete Inventory				24,700		25,000
5789	Gain/Loss on Invoiced-Clearing				5,900		
	'Total shop and other expense		39,500	0	72,700	0	59,418
5801	Service vehicle maintenance		1,200		1,200		1,200
5849	Bus 49A R&M Hants Border						
5851	Bus 51 R&M Core						
5852	Bus 52 R&M Core						
5853	Bus 53 R&M Core						
5855	Bus 55 R&M Core	10	170,000		101,600		170,000
5859	Bus 59 R&M Core						
5860	Bus 60 R&M Core						
5861	Bus 61 R&M Core						
5861	Bus 63 R&M Core						
	'Vehicle Repairs and Maintenance Total		170,000		101,600	0	170,000
5878	Fuel	11	204,000		109,000		247,250
5880	Insurance	12	60,000		56,800		53,664
5882	Bus cleaning	13	10,000		5,800		600
5884	Bus advertising & signage		1,000		200		665
5888	Uniforms		7,000		6,500		7,750
5890	Commission on sales		4,000		2,700		5,000
	Total bus operation costs		286,000	0	181,000		314,929
	Total expenses		1,851,400		1,371,500		1,860,184
	Net Income (971)		0		83,700		0

			21-22	FORECAST	2020-2021
Acct #	Account Description		BUDGET	Mar 31/2021	Budget
A- Annapolis County					
	REVENUE				
4031	Fares - Annapolis East (Bridgetown)	14	66,000	52,000	124,000
4032	Fares - Annapolis East (Cornwallis)	15	22,000	17,000	42,200
4100	Advertising Income		3,000	250	3,000
4209	Operating Grants - Province NS-TRIP			2,900	3,840
4251	Municipal Grant - Annapolis East		488,900	438,200	438,251
4300	Interest Revenue				256
	Total Revenue		579,900	510,350	611,547
	EXPENSE				
5360	Miscellaneous				500
5705	Operator Salaries & Wages		201,000	207,500	206,488
5713	Canada Pension Plan			5,200	5,967
5714	Employment Insurance			5,600	8,830
5715	Worker Compensation	16	33,000	5,000	8,556
5716	Medical/Dental			3,600	4,034
5717	Pension			3,400	6,115
	'Total Operator Wages and Benefits		234,000	230,300	239,990
5721	Health & Safety		2,300	2,400	2,072
	'Total Operator Related Expense		236,300	232,700	242,062
5736	Management fee - Annapolis		120,000	121,700	121,720
5760	Vehicle Fees/permits/registrations		7,000	7,000	6,862
5775	Bus Radios, WiFi & Cellphones		5,000	2,600	3,982
5784	Shop Supplies		1,000		
5803	Bus 57 R&M 50% Annapolis East	17	90,000	76,300	95,000
5856	Bus 56 R&M Annapolis East				
5856	Bus 56 R&M Annapolis East				
	Repairs and Maintenance Total		91,000	76,300	95,000
5878	Fuel	18	78,000	60,500	112,200
5880	Insurance		21,000	19,900	18,879
5882	Bus cleaning		18,000	24,500	6,680
5884	Bus advertising & signage		400	100	462
5888	Uniforms		2,500	3,000	2,500
5890	Commission on sales		700	700	700
	Total fuel and other expenses		120,600	108,700	141,421
	Total Expenses		579,900	0 549,000	611,547
	Net Income (438)		0	(38,650)	0

	Municipality of Digby					
	REVENUE					
4041	Fares - Digby	19	41,000	34,200		70,000
4100	Advertising Income		2,000	250		2,000
4208	Operating Grant Prov		1,200	900		1,200
4261	Optg Grant - Mun - Digby		291,700	263,300		263,275
4315	Miscellaneous Revenue					80
	Total Revenue		335,900	298,650		336,555
	EXPENSE					
5360	Miscellaneous		1,000	1,192		500
5427	Bus Storage Rental		7,200	7,200		6,600
5705	Drivers Salaries & Wages		102,000	101,600		102,850
5713	CPP - Ops					5,643
5714	EI - Ops	20	17,000	15,659		2,760
5715	WCB - Ops					2,551
5716	Medical/Dental - Ops					6,186
	Total Operators Employee costs		119,000	117,259		119,990
5721	Health & Safety		1,000			1,036
5730	Total Employee Related Expense		120,000	117,259		121,026
5737	Management fee - Digby		40,000	47,200		47,234
5760	Vehicle Fees/permits/registrations		5,000	4,600		4,574
5775	Bus Radios, WiFi & Cellphones		2,500	1,700		2,655
5784	Shop Supplies		1,500			
5850	Bus 50 R&M Digby	21	70,000	82,700		70,000
5858	Bus 58 R&M Digby					
	Total Repairs and Maintenance		71,500	82,700		70,000
5878	Fuel	22	47,000	39,600		62,050
5880	Insurance		19,000	16,900		16,169
5882	Bus cleaning		20,000	15,500		3,589
5884	Bus advertising & signage		800	800		308
5888	Uniforms		1,600	1,500		1,600
5890	Commission on sales		300	200		250
	Total Expense		335,900	336,351		336,555
	Net Income (264)		0	(37,701)		0

[illegible]



**FINANCE DEPARTMENT
REPORT TO COUNCIL ADVISORY COMMITTEE
March 31, 2021**

I am pleased to report from the Finance Department of the Town of Kentville for the month ended March 31, 2021.

Finance Department Update

- ✓ The Investment Advisory Committee met on April 7, 2021 to hear the presentation for the year ended March 31, 2021.
 - ✓ The fourth quarter utility meters were read in March. The bills will be generated in April.
 - ✓ The budget cycle is well underway for all funds, while the year-end process is in full swing.
-

Attachments

Schedules A & B (Revenue and Expenditures) are not included for the month ended March 31, 2021, as the year-end working paper file and financial statements are being prepared. The financial position of the Town will change over the course of this process. The annual audit will begin May 25.

Schedule C (and graph) (Outstanding Taxation) is attached for the year ended March 31, 2021.

Schedule D (Sanitary Sewer Area Service) is **not** included. The next report will be in April, after the 4th quarter billing is released.

Schedules E and F (Perpetual Investment Fund) are attached for the year ended March 31, 2021.

Schedules G (Town of Kentville Capital Investment Plan-2020-2021) are included to the date of writing and should be complete.

Schedule H (Account Receivable- Due from the Municipality of the County of Kings) is included for the month ended March 31, 2021.

Summary of Outstanding Taxes (see Schedule C)

As at March 31, 2021, 101.8% of the current taxes collectible is received (last year-101.3%). Total property tax outstanding as at March 31, 2021 is \$(161,203) (last year- \$(120,356). This equates to 101.7% collected in total (last year- 101.3%).

Perpetual Investment Fund- (see Schedules E and F)

The Investment Advisory Committee (IAC) met on April 7, 2021 to discuss the report for the year ended March 31, 2021. The *Statement of Financial Position (Schedule E)* shows that investments total \$13.3 million (at cost) with the breakdown as follows:

	COST	MARKET
Cash and short-term	\$2,012,228	\$2,014,616
Fixed income securities	7,331,986	7,349,583
Equities	<u>3,910,575</u>	<u>4,633,729</u>
Total investments	<u>\$13,254,789</u>	<u>\$13,997,928</u>

The *Statement of Reserves (Schedule F)* reports that at March 31, 2021, interest paid is \$193,151, dividends paid into the fund total \$219,313; capital losses are \$ (6,759) (last year gains-\$163,006). At March 31, management fees totaled \$35,391 (last year- \$35,796).

The annual withdrawal was ordered at \$ 460,000 and Finance received the funds in mid-March. After receipt of the March statement, the Town Operating is owed a further \$ 5,383, as net income from interest and dividends (less fees) totaled \$465,383. According to Bill No. 20, all interest and dividends realized each year shall be withdrawn from the fund.

Income budgeted for 2020/2021 was \$ 430,000 interest and dividends, \$30,000 capital gains and \$ 70,000 supplement (if required). The supplement will be withdrawn only if the Town is in a deficit position end of year 2021.

Town of Kentville Capital Investment Plan- 2020-2021 (Schedules G)

Information on the 2020/2021 Town of Kentville capital program is updated. The program has been progressing with \$ 1,964,874 recorded at March 31 (92.0%). Specific departmental details are found on pages G-1 to G-7.

Accounts Receivable- Due from the Municipality of the County of Kings- (see Schedule H)

Schedule H summarizes the outstanding financial receivable matters between the Town and the Municipality of the County of Kings. This report cites the amounts due as at March 31, 2021.

The total due from the County is offset by amounts due to the County.

This concludes the monthly report from the Finance Department for March 31, 2021.

Respectfully submitted,


Debra Crowell
Director of Finance


Town of Kentville Operating Fund

SCHEDULE C

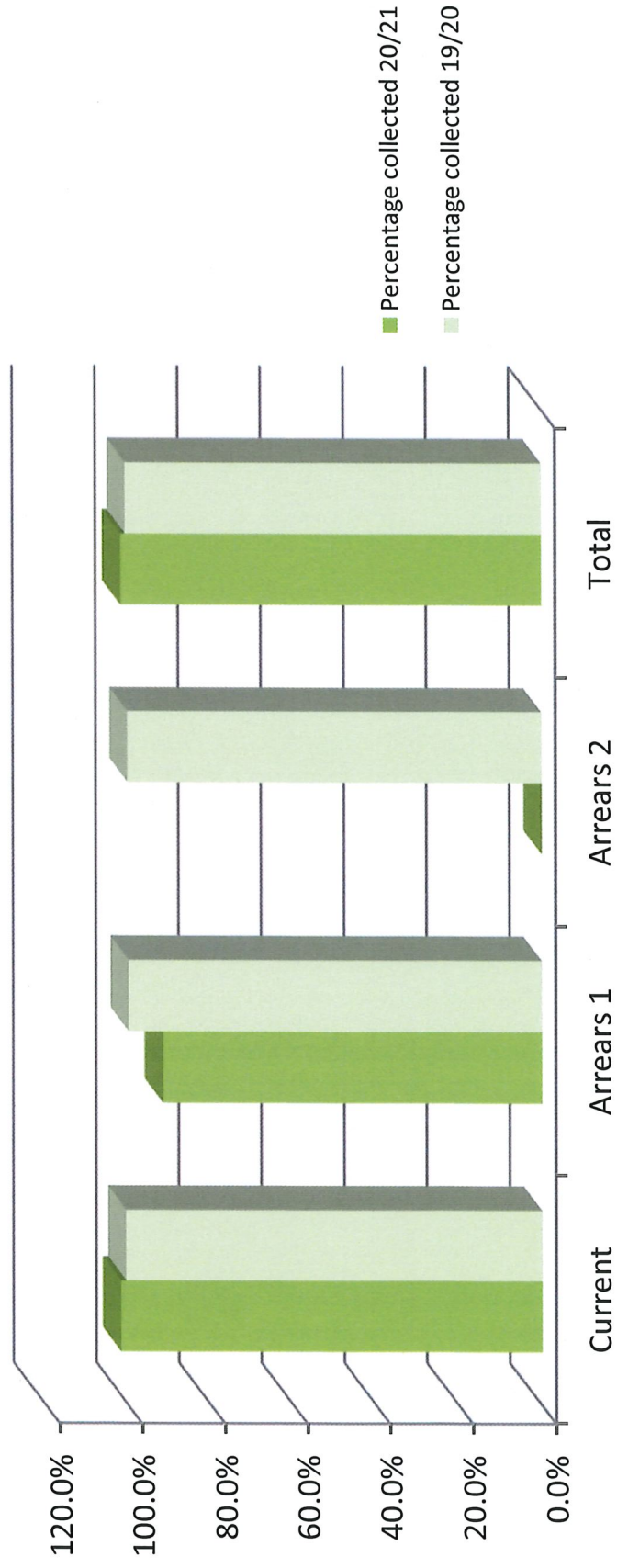
March 31, 2021

Summary of Taxes Collected & Outstanding

This report provides information for Council's perusal concerning outstanding taxes.

	<u>CURRENT</u>	<u>ARREARS 1</u>	<u>ARREARS 2</u>	<u>TOTAL OUTSTANDING</u>
	\$	\$	\$	\$
Balance, April 1, 2020	(212,804)	92,212	236	(120,356)
Billed 2020	9,827,945	0	0	9,827,945
20/21 net adjustments	<u>(42,083)</u>	<u>0</u>	<u>0</u>	<u>(42,083)</u>
Total collectible	9,573,058	92,212	236	9,665,506
Total collected	<u>9,742,320</u>	<u>84,389</u>	<u>0</u>	<u>9,826,709</u>
Outstanding	<u>(169,262)</u>	<u>7,823</u>	<u>236</u>	<u>(161,203)</u>
Percentage collected 20/21	101.8%	91.5%	0.0%	101.7%
Percentage collected 19/20	101.3%	99.8%	100.0%	101.3%

Town of Kentville Outstanding Taxes as at March 31, 2021



Town of Kentville Perpetual Reserve Fund

Year ended March 31, 2021

Statement of Financial Position	2020 Actual \$	2019 Actual \$
FINANCIAL ASSETS		
Cash (at cost)		
Cash and equivalents (net) - (at market- \$2,014,616)	2,012,228	867,266
Receivables		
Accrued		
Accrued interest and dividends	76,780	88,310
Due from own funds and agencies		
General operating fund	1,257	597
Investments (at cost)		
Long Term		
Fixed income securities (at market- \$7,349,583)	7,331,986	8,478,984
Equities (at market- \$4,633,729)	3,910,575	3,919,010
Total assets	13,332,826	13,354,167
Fund Balance		
Due to Town Operating	5,383	
Reserve		
Reserve	13,327,443	13,354,167
Total fund balance	13,332,826	13,354,167

Town of Kentville Perpetual Reserve Fund

Year ended March 31, 2021

Statement of Reserves	2020 Actual \$	2019 Actual \$
Balance, beginning of year	<u>13,354,167</u>	<u>13,198,833</u>
Add:		
Interest	193,151	174,467
Dividends	219,313	225,347
Accrued interest and dividends	76,780	88,310
Capital gains		
Equities	(437)	186,452
Fixed income securities	<u>(6,322)</u>	<u>(23,446)</u>
	<u>482,485</u>	<u>651,130</u>
	<u>13,836,652</u>	<u>13,849,963</u>
Less:		
Management fees (net)	35,391	35,796
Return of capital	8,435	
Due to Town of Kentville operating fund	5,383	
Transfer to Town of Kentville operating fund	<u>460,000</u>	<u>460,000</u>
	<u>509,209</u>	<u>495,796</u>
Balance, end of year	<u>13,327,443</u>	<u>13,354,167</u>

March 31, 2021

Town of Kentville Capital Fund

	Budget Amount \$	Year to Date Amount \$	% consumed
PROJECTS			
Gas Tax Infrastructure	470,600	553,971	117.7%
General Administration	153,800	218,688	142.2%
Protection	143,200	147,672	103.1%
Transportation	768,900	551,977	71.8%
Planning	0	0	0.0%
Development	80,800	79,547	98.4%
Recreation	517,800	413,019	79.8%
	2,135,100	1,964,874	92.0%
FUNDING			
OUTSIDE SOURCES			
Other governments			
Federal			0.0%
Province of Nova Scotia	60,000	22,270	37.1%
	60,000	22,270	37.1%
Capital Contributions			
Betterments			
Contributions	30,000	0	0.0%
Sale of surplus equipment	11,000	5,000	45.5%
	41,000	5,000	12.2%
INTERNAL SOURCES			
Cash			
Capital fund cash		245,143	0.0%
Reserves			
Restricted			
Gas Tax Funds	470,600	543,153	115.4%
Own Sources			
Equipment Capital	73,000	100,239	137.3%
Town Capital			
General allocation	569,600	332,682	58.4%
Recreation	23,000	6,436	28.0%
	1,136,200	439,356	38.7%
Operations			
Park fees	5,300		0.0%
Capital from revenue- KPS	46,000	51,152	111.2%
	51,300	51,152	99.7%
BORROWING			
	846,600	658,799	77.8%
	2,135,100	1,964,874	92.0%

March 31, 2021

[illegible]

March 31, 2021

Town of Kentville Capital Fund

GENERAL LEDGER	GENERAL ADMINISTRATION		
#	Description	Budget	Actual
	IT INITIATIVE ANNUAL		
05-35-72-200	IT projects 3 licenses-\$20,000 Council Chambers sound system- \$60,000	80,000	84,775
	TOWN HALL		
	Interior upgrades		
05-35-72-260	Council chambers upgrades	10,700	16,074
05-35-72-300	Design work (COVID-19)	20,000	22,321
05-35-72-280	Downstairs renovations	0	89,634
05-35-72-250	Heat pump	17,500	0
	Exterior upgrades		
05-35-72-100	Brickwork	20,000	0
05-35-72-150	Back ramp- accessibility	5,600	5,883
	PROJECTS	153,800	218,688
	FUNDING		
	CASH		64,913
	Capital Reserve- Town General allocation	57,500	71,817
	Borrowing	96,300	81,958
	TOTAL	153,800	218,688

Town of Kentville Capital Fund

March 31, 2021

GENERAL LEDGER	PROTECTIVE SERVICES			
#	Description	Budget		Actual
	Police services			
	Police vehicles			
05-35-75-650	Marked car	50,000		56,152
	Equipment			
05-35-75-700	Body armour	24,500		23,627
	Building			
05-35-75-600	New Roof	40,700		41,039
	Information technology			
05-35-75-800	Video upgrades	28,000		26,854
	PROJECTS	143,200		147,672
	FUNDING			
	Cash			15,947
	Capital from revenue	46,000		51,152
	Proceeds on sale	4,000		5,000
	Capital contribution			
	Reserves	52,500		34,873
	Borrowing	40,700		40,700
	TOTAL	143,200		147,672

Town of Kentville Capital Fund

SCHEDULE G-4

March 31, 2021

GENERAL LEDGER	TRANSPORTATION SERVICES		
#	Description	Budget	Actual
	Yearly Projects		
05-35-71-100	Equipment	80,000	107,239
05-35-71-450	Public Works building	30,000	10,795
	Downtown improvements		
05-35-71-350	Ornamental lights		
	Flood mitigation		
05-35-71-400	River Street dyke	15,000	0
05-35-71-440	Flood mitigation study	60,000	5,694
	Streets		
05-35-71-480	New bridge approaches	97,500	0
05-35-71-520	Prospect Ave (ADDED)	-	16,790
	Parking lots		
05-35-71-470	Arena & 6 light standards	165,400	131,336
	Sidewalks		
05-35-71-490	Main Street- \$16,700	34,200	0
	Park Street- \$17,500		
05-35-71-510	Academy Street- \$0		22,763
05-35-71-530	Miner's Landing sidewalk/Trail (from Recreation)		4,610
	Storm sewer		
05-35-71-500	Aberdeen/Cornwallis to bridge-\$156,400	286,800	211,402
	Palmer subdivision-\$130,400		
05-35-71-550	Prospect Ave (ADDED)	-	26,801
05-35-71-540	Condon Ave (ADDED)		14,547
	PROJECTS	768,900	551,977
	FUNDING		
	Cash		41,741
	Equipment capital reserve	73,000	100,239
	Proceeds on sale	7,000	
	Capital reserve- general allocation	272,900	94,889
	Borrowing	416,000	315,109
	TOTAL	768,900	551,977

Town of Kentville Capital Fund

[illegible]

Town of Kentville Capital Fund

SCHEDULE G-6

March 31, 2021

[illegible]

March 31, 2021

Town of Kentville Capital Fund

GENERAL LEDGER	RECREATION SERVICES		
#	Description	Budget	Actual
	Soccer		
05-35-74-300	Soccer nets	8,000	6,436
05-35-72-350	Green Spaces	249,800	274,853
	Oakdene trail-\$15,000		0
	Webster Street AT trail-\$177,300		0
	Belcher Street AT -\$12,500		0
	Miner's Landing trail-\$20,000 (shows in Transportation)		0
	Gorge trail-\$10,000		0
	Clock garden-\$15,000		0
	Recreation Centre		
05-35-72-400	Flooring/bathroom	32,000	27,444
	Parks/Playgrounds		
05-35-72-500	Various playgrounds- Sherry Avenue	10,000	0
05-35-72-550	Oakdene Park- Gazebo	16,000	10,428
05-35-72-600	Memorial Park- Playground	10,000	9,075
05-35-74-200	Memorial Park- Fencing	15,000	14,850
05-35-72-650	Memorial Park- Mosquito ball field	6,500	5,828
05-35-73-250	Memorial Park- Shed and washroom siding	26,000	23,913
05-35-73-100	KCA playground accessible feature (CWIP 21-22)	50,000	0
05-35-73-150	Dog park- east end (CWIP 21-22)	50,000	(0)
05-35-74-700	Equipment	9,500	3,690
05-35-73-300	Study- Accessibility	35,000	36,500
	PROJECTS	517,800	413,019
	FUNDING		
	CASH		106,689
	TOK- Park Fees	5,300	
	Capital reserve- General allocation	105,900	78,861
	Capital reserve- Recreation	23,000	6,436
	Capital contribution- Province	60,000	
	Capital contribution- others	30,000	
	Borrowing	293,600	221,032
	TOTAL	517,800	413,018

March 31, 2021

Accounts Receivable- Due to the Municipality of the County of Kings

Town Operating Fund		Sewer Connections	TOTAL DUE COUNTRY
Regional Sewer Current Billing 4 quarters	Building & Fire Inspection Disposal site Current Billing		
2017/2018		27,218	27,218
2018/2019	703,000	34,349	819,265
2019/2020	727,000	35,401	844,651
PAID September 2019			(120,786)
PAID November 2019			(21,690)
PAID January 2020	(703,000)		(703,000)
PAID February 2020			(21,690)
PAID June 2020	(727,000)		(727,000)
2020/2021	757,100	35,401	882,120
PAID July 2020			(43,519)
PAID August 2020	(378,550)		(378,550)
PAID Nov 2020	(189,275)		(189,275)
PAID Feb 2021	(189,275)		(189,275)
	0	0	132,368

NET TOTAL
Including sewer write offs

766,921

OR

NET TOTAL
excluding sewer write offs

1,066,830



Memo

To: Dan Troke, Chief Administrative Officer

From: Debra Crowell, Director of Finance

CC: Directors of Town of Kentville

Date: April 7, 2021

Re: **PROJECTION REPORT- March 31, 2021 as at March 31, 2021**

The seventh (and final) projection report to March 31, 2021 (as at date of writing) is attached to this memo.

In this report, the Town of Kentville is projecting a surplus position of **\$287,400** (last month surplus \$8,600).

Most revenue streams are under budget. If the Safe Restart funding were removed, total revenue would fall short of budget by \$107,400.

The mild winter afforded substantial surplus funds in snow clearing wages and materials. Other savings are found "across the board" in travel/conventions accounts and training accounts, due to COVID-19 gathering protocols. For the same reason, under Economic Development, the cancellation of many festivals and promotional activities fell well under budget.

This projected surplus may change over the course of the year-end process; however, everything known to date is captured in this report.



**TOWN OF KENTVILLE OPERATING FUND
PROJECTIONS TO MARCH 31, 2021
As at March 31, 2021**

REVENUE

Overall, actual revenue is projected to end the year over budget **\$165,800**. The particulars are as follows:

2 TAXES (budget \$9,855,000; projected \$9,803,400; **UNDER BUDGET \$51,600**)

- Taxation is **under budget \$(24,600)**. Assessment changes continue to arrive which affects net tax revenue.
- Hydrant Area Rate falls **under budget \$(25,200)** due to the final calculation provided by URB. Effect to Town NIL, as this is paid to Kentville Water Commission (see Section 12).
- Curb frontage ^(interest) is **under budget \$(1,900)** due to properties selling and curb frontage paid out.
- Taxes- Business property **exceeds budget \$ 100** as the Farm Acreage payment arrived over budget.

3 PAYMENTS IN LIEU (budget \$578,900; projected \$601,300; **OVER BUDGET \$22,400**)

Payments in Lieu of Taxation will exceed budget by 3.9%.

- Federal Payment in Lieu re: the Federal Research Farm arrived **\$21,700 over budget**.
- Provincial Payment in Lieu re: various properties arrived in January **\$700 over budget**.

4 SERVICES PROVIDED TO OTHER GOVERNMENTS (budget \$228,400; projected \$212,200; **UNDER BUDGET \$16,200**)

This section should fall under its budget by -7.1%.

- Provincial- Protective services- secondment **exceeds budget by \$2,300**.
- Local- Recreation **exceeds budget by \$1,100**.
- Local- Transportation **will not meet budget \$(19,600)**, as the Town cannot plow Kings County sidewalks this coming winter for several reasons. COVID-19 and a possible second wave could affect availability of the Town's operators and the

County has significantly increased its length of sidewalks over the past year, as has Kentville.

5 SALES OF SERVICE (budget \$1,108,100; projected \$1,050,400; **UNDER BUDGET \$57,700**)

This section is expected to fall under its budget by -5.2%.

- Protection- Police- Back check services **fall under its budget by \$(81,800)**, due to COVID-19's effect on the Canadian economy.
- Public works- Street Sweeper **provides \$16,400** this year as the equipment was rented by other municipalities and businesses.
- Recreation- Capital records **\$7,700** which reflects reallocation of Recreation staff to capital works projects.

6 REVENUE-OWN SOURCES (budget \$1,168,700; projected \$1,073,000; **UNDER BUDGET \$95,700**)

Own source revenue is projected to be under budget by -8.2%.

- Fines, Licenses and Permits is projected to be **under budget \$(10,600)** due to reduced parking ticket revenue (effect of COVID-19) and animal licenses (licensing postponed until after July 1 due to COVID-19) along with a reduction in Provincial court fines.
- Rentals – Cell towers Rogers & Eastlink will **exceed budget by \$ 600**.
- Rentals- Parking spaces will **exceed budget by \$4,700**.
- Rentals- VIA Rail building will **exceed budget by \$ 400**. New lease signed.
- Rentals- Calkin building **falls short of budget by \$(21,400)**, as two tenants terminated their leases due to COVID-19 mandated closures. Building sold in January 2021.
- Rentals- Fields **falls under budget \$(6,500)**, due to COVID-19 gathering protocols.
- Rentals- Recreation centre will end the year **over budget \$3,500** which exceeds budget (reduced last year due to COVID shut down).
- Rentals- Pool falls **short of budget \$ (400)**. The pool did not open this summer.
- Rentals- Hub records no rentals **\$(100)**.
- Rentals- Arena falls **short of budget \$(8,000)**. Better than expected usage after gathering protocols were expanded.
- Interest falls **short of budget by \$(21,600)**. Interest was not charged to outstanding accounts from April 1 to June 30, 2020, due to COVID-19.
- Return on investments is **reduced \$(70,000)**, as the supplemental withdrawal is not needed, as a surplus is projected.
- Miscellaneous revenues in total **exceed budget by \$33,700**. General exceeds budget by \$17,200, Police records \$7,600 in miscellaneous revenue while Recreation records \$8,900 in sale of equipment, most of which is transferred to Recreation's Operating Reserve.

7 UNCONDITIONAL TRANSFERS (budget \$224,200; projected \$222,800; **UNDER BUDGET \$1,400**)

- NS Power Inc. (HST rebate) falls **below budget by \$(1,400)**.

8 CONDITIONAL TRANSFERS (budget \$125,800; projected \$444,000; **OVER BUDGET \$318,200**)

This section will be over budget by 252.9%.

- Federal- Canada Summer Jobs provided unexpected funds this summer. The Town received **\$10,500**.
- Province- Safe Restart Municipal 20-21 arrived in November approximately **\$190,000**. This is much needed support for the Town due to loss of revenue streams, increased operating costs, to implement control protocols required to operate facilities and public spaces to effectively deliver services to citizens and to acquire PPE. A portion of these funds will be used to offset COVID-required renovations in the Town Hall. The amount to be transferred to the Capital Fund is not known at this time.
- Province- Efficiency Nova Scotia provided **\$ 15,000** too assist in offsetting expenditures incurred re: PACE application.
- Province – Safe Restart Transit 20-21 provides **\$ 83,200** to support safe transit operations and innovative solutions required to adjust to modified capacity. (This will be transferred to a Kings Transit Operating reserve- NIL effect to the Town.)
- Province- Department of Communities, Culture, Heritage is **providing \$19,500** for a variety of Recreation programmes.

24 FINANCING AND TRANSFERS (revenue portion) (budget \$191,500; projected \$239,300; **OVER BUDGET \$47,800**)

This section is projected to exceed its budget by 25%.

- Transfer from operating reserve will **exceed budget by \$47,800**. This reflects the transfer of funding to offset the retroactive remuneration due the APA members as cited in the recently ratified collective agreement with that union.

EXPENDITURES

Overall, expenditures are projected to be **under budget by \$121,600**. The Town Operating Fund is projecting **a surplus of \$287,400**. The particulars are as follows:

9 LEGISLATIVE (budget \$287,500; projected \$255,500; **UNDER BUDGET \$32,000**)

- Mayor and Council remuneration fall **under budget \$ 1,500**.

- Mayor expenses fall **under budget \$6,300**, due to decreased travel/conferences (COVID-19).
- Council benefits **will exceed budget by \$2,000**, due to change in council members.
- Council expenses will end the year **under budget \$19,200**, due to decreased travel/conferences (COVID-19).
- Other meeting expenses & Election expenses fall **under budget \$ 7,000**.

10 GENERAL ADMINISTRATION (budget \$1,362,800; projected \$1,522,600; **OVER BUDGET \$159,800**)

This department is projected to end the year over budget by 11.7%.

- Remuneration will **exceed budget \$5,100** due to benefit accounts exceeding their budgets.
- Office expenses are projecting **over budget by \$158,000**. Legal expenditures will exceed budget in addition to unbudgeted consulting expenditures. Expenses-CAO fall under budget.
- Information technology provides **savings of \$3,200**.
- Common services – buildings will **exceed budget \$16,000** due to increased expenditures related to COVID protocols and Town Hall building maintenance.
- Debt charges fall **under budget \$1,800**, as the Fall 2020 debenture issuance will arrive in April 2021.
- Programmes **provides savings of \$2,300** due to a decrease in Reduced taxes Section 69 and further savings in Reduced taxes Section 71. As well **\$ 7,000 in savings** is found in Grant- contingency.
- Valuation allowances are expected to fall **short of budget by \$5,000** related to the sick leave accrual at March 31.

11 12 13 PROTECTIVE SERVICES (budget \$3,823,600; projected \$3,719,200; **UNDER BUDGET \$104,400**)

Police Protection- core program is projecting to be **over budget \$48,600**.

- Remuneration is projecting over budget \$ 44,200. Remuneration Administration exceeds budget \$10,500, due to staffing changes. Remuneration- Sergeants exceeds budget \$11,600, due retroactive pay offset by changes in staffing. Remuneration -Constables falls under budget \$25,300 due to changes in police personnel and offset by retroactive pay. Stat pay/M time will exceed budget \$17,500. Overtime- Sergeants & Constables will exceed budgets \$9,400. Remuneration- Secondment exceeds budget \$7,500 due to retroactive remuneration and overtime. Benefits exceed budget by \$13,000.
- Office expenditures exceed budget by \$1,500. While savings are found in Chief's & Deputy's expenses and Training, Other expenditure exceeded budget.
- Occupancy- building will provide savings of \$5,000 in the Maintenance account.
- Operations- Communication will exceed budget by \$18,200 in Communications account. This includes the KPS moving to Bridgewater for dispatch services, PROS costs along with 3 months coverage by Valley Communications.

- Operations- Technology exceeds budget by \$1,900.
- Operations- Vehicle provides savings of \$ 2,000 in maintenance of vehicles.
- Operations- Programmes provide savings of \$10,200- Special projects for \$3,000, \$1,100 in Community relations & \$6,100 in lock up expenditures.

Sales of Service- KPS

This section is projected to be **under budget \$33,000.**

- Remuneration will be under budget due to savings in Part time remuneration and benefits coupled with reallocations of Back Check wages to other parts of the budget.

Law Enforcement

- **Savings of \$34,300** will be found in Law Enforcement- \$4,500 in Prosecution expenditures & \$6,700 in the Legal account. Crossing guards will fall short of budget \$11,700, because schools closed March to end of June due to COVID-19. Savings will be found in Parking enforcement \$11,400 sector.

Fire Protection

This section is projected to fall below its budget by **\$47,200** or -5.3%.

- Transfer to KVFD- Operating falls below budget \$22,000, \$19,000 is due to past year's overfunding by the Town related to fire-fighting services at Camp Aldershot. This is our share of a Federal government payment to the KVFD for those lost years.
- Water supply and hydrants will fall below its budget by \$25,200, related to the hydrant charge paid to the Kentville Water Commission. The URB calculation end-of-year falls below the budget figure. NIL effect to the Town, as HAR revenue contains the offset.

Emergency Measures/Other Protection.

This section is projected to **fall under its budget by \$38,500.**

- Debt charges fall under budget \$2,400 as the Fall 2020 debenture was not received in fiscal 20/21.
- Emergency measures- wages are projected over budget \$900 due to expenditures preparing for heavy rainfall in the summer.
- Emergency measures- materials & supplies is projected to be over budget \$2,300 due to clean up of the Gorge from Hurricane Dorian.
- Other protective services will provide savings of \$11,600 in Animal Control, while Building and Fire inspection savings provide \$22,900 in savings. Occupational Health falls short of budget by \$4,900.

14, 15 TRANSPORTATION SERVICES (budget \$2,143,600; projected \$2,072,600; **UNDER BUDGET \$71,000**)

Transportation Services is projecting to end the year under budget 3.3%.

- **Common Services** is projecting to be **over budget \$29,100**. Remuneration will provide savings of \$1,800, due to lower overtime expenditures. Office expenditures will exceed budget \$13,400 in total due Legal and insurance expenditures exceeding budget offset by savings in Director's expenditure. Occupancy – Public works building exceeds budget by \$3,100. Communication will exceed budget by \$900. Operations-vehicles will exceed budget by \$13,500, due to repairs on heavy equipment.
- **Road transport programmes** will **fall under budget by \$95,300**. Overages occur in Street repairs-\$29,200 and Street cleaning- \$3,100 offset by projected savings in Sidewalk repairs- \$8,300, Storm sewer- \$14,000 and Snow and ice removal-\$105,300.
- **Public transit** will **exceed budget by \$8,000**, due to Kings Transit Authority 19/20 deficit of which \$2,100 had to be expensed coupled with a late invoice from County of Kings related to municipal modernization for \$5,900.
- **Debt charges** fall **under budget \$6,700** due to borrowing sums lower than budgeted.
- **Other transportation** will provide **savings of \$6,100** re public works expenditures for other funds or entities.

16 ENVIRONMENTAL HEALTH SERVICES (budget \$659,800; projected \$636,700; **UNDER BUDGET- \$23,100**)

This section is projected to fall under its budget by -3.5%.

- **Solid waste collection & disposal** provides **savings of \$11,900** mainly due to reallocation of Public Works wages.
- **Landfill contract** provides **savings of \$2,400**. Billing is from the County of Kings.
- **Solid waste collection- Valley Region Solid Waste-Resource Management Authority** will **fall under budget \$7,300** due to its share of the municipal modernization billing from the County of Kings along with interest charges and legal fees incurred by the Authority offset by the reversal of an accrual from 2018/2019.
- **Other air pollution** will not be expended providing **savings of \$ 1,500**.

17 PUBLIC HEALTH AND HOUSING (budget \$96,500; projected \$67,000; **UNDER BUDGET \$29,500**)

- This section is projected to end the year **under budget \$29,500**, a combination of reversing last year's accrual and setting up an estimate of this year's accrued expenditure. Billings from Housing typically arrive in late May or June for the prior year.

18, 19 ENVIRONMENTAL DEVELOPMENT (budget \$643,500; projected \$600,800; **UNDER BUDGET \$42,700**)

Environmental Development expects to fall under its budget by 6.6%.

- **Planning & zoning is decreased \$10,900.** Remuneration provides savings of \$6,600, as the Planning student was not hired this year. Office expenditures fall under budget \$4,300. Legal expenditure exceeds budget but is offset from savings in various office accounts.
- **Environmental development- Community development section** will exceed budget by **\$20,800** due to survey costs, PACE application expenditures and Kentville Future expenditures.
- **Natural resources (shade tree) and Debt Charges** provide a combined **savings of \$4,300.**
- **Other Economic Development** will provide overall savings of **\$48,300** in Tourism category, the Promotion category (due to COVID-19) and in Apple Blossom Festival account, as the 2020 Festival was cancelled due to COVID-19.

20, 21, 22 RECREATION & CULTURAL (budget \$1,370,100; projected \$1,295,400; **UNDER BUDGET \$74,700**)

This department is projected to be under budget by -5.5%.

- Administration- Remuneration provides **savings of \$ 10,100** in benefits and reallocation of wages to other cost centres.
- Administration- Office expenditure is projecting **savings of \$19,200** in various office accounts, mainly due to the COVID-19 pandemic affecting meetings and training opportunities.
- Administration- Vehicles provides **small savings of \$ 2,000** in vehicle maintenance account.
- "Programmes" are projected **exceed budget by \$27,200.** Savings are found in Community events & Canada Cup event accounts offset by increases in Pool, Day camp and Multi-sport camp. (Federal funding is recorded in Conditional transfers to offset summer staff wages - \$10,500).
- "Other- Parks Division" will provide **savings of \$28,400** as the horticulturalist was not on staff and "Tree plantings" account has not been expended this year.
- "Recreation Facilities" (overall) are projected **under budget by \$25,800.** Segments under budget include Recreation centre, Swimming pool, Tennis Courts, due to COVID-19 gathering protocols, offset by an overage in the Parks-General account.
- Debt Charges fall short of budget, due to borrowing requirements were less than budgeted- **\$7,300.**
- Cultural provides **savings of \$9,100.** Library operations falls short of budget by \$3,200, as the Kentville Library was closed during the first wave of the pandemic. Branch-regional library provides savings of \$5,900, as the Regional Library did not bill out its proposed increase.

23 EDUCATION (budget \$1,536,000; projected \$1,535,800; **UNDER BUDGET \$200**)

This section falls short of budget by \$ 200.

24 FINANCING AND TRANSFERS (expenditure portion) (budget \$1,557,200; projected \$1,653,400; **OVER BUDGET \$96,200**)

This section is expected to exceed its budget by 6.2%.

- Transfer to Operating Reserve is **increased \$91,000**, as \$7,800 of surplus monies related to sale of Recreation equipment are transferred to reserve along with the *Safe Restart Transit* funding of \$ 83,200 received from the Province for transit purposes. All partners of KTA agree that safeguarding the funding in reserve is currently the best option.
- Capital paid out of current revenue **increased \$5,200**, as the cost of the police vehicle exceeded its budget.

Town of Kentville Operating Fund -20/21

March 31, 2021

Revenue	Budget Amount	Projected	% over (under)
2 TAXES			
Assessable Property	9,809,700	9,759,900	-0.5%
Special Assessments	6,800	4,900	-27.9%
Business Property	38,500	38,600	0.3%
Other	-	-	0.0%
	<u>9,855,000</u>	<u>9,803,400</u>	-0.5%
3 PAYMENTS IN LIEU OF TAXES			
Federal and Agencies	396,300	418,000	5.5%
Provincial and Agencies	182,600	183,300	0.4%
	<u>578,900</u>	<u>601,300</u>	3.9%
4 SERVICES PROVIDED			
To other governments			
Provincial government	118,000	120,300	1.9%
Local government	110,400	91,900	-16.8%
	<u>228,400</u>	<u>212,200</u>	-7.1%
5 SALES OF SERVICES			
Agencies	<u>1,108,100</u>	<u>1,050,400</u>	-5.2%
6 OTHER REVENUE-OWN SOURCES			
Fines, fees, permits	37,800	27,200	-28.0%
Rentals	361,800	334,600	-7.5%
Interest	95,000	73,400	-22.7%
Return on investment	630,000	560,000	-11.1%
Other	44,100	77,800	76.4%
	<u>1,168,700</u>	<u>1,073,000</u>	-8.2%
7 UNCONDITIONAL TRANSFERS	<u>224,200</u>	<u>222,800</u>	-0.6%
8 CONDITIONAL TRANSFERS			
Other governments	<u>125,800</u>	<u>444,000</u>	252.9%
FINANCING AND TRANSFERS			
24 From reserves	191,500	239,300	25.0%
	<u>191,500</u>	<u>239,300</u>	25.0%
TOTAL REVENUE	<u>13,480,600</u>	<u>13,646,400</u>	1.2%

Town of Kentville Operating Fund -20/21

March 31, 2021

Expenditures		Budget Amount	Projected	% over (under)
GENERAL ADMINISTRATION				
9	Legislative	287,500	255,500	-11.1%
10	General Administration	1,362,800	1,522,600	11.7%
		<u>1,650,300</u>	<u>1,778,100</u>	7.7%
PROTECTIVE SERVICES				
11	Police- Core program	2,383,900	2,432,500	2.0%
11-1	Police- Sales of service	148,200	115,200	-22.3%
11-2	Law enforcement	224,600	190,300	-15.3%
12	Fire protection	890,300	843,100	-5.3%
13	Protective services- debt charge	15,300	12,900	-15.7%
13	Emergency measures & other	161,300	125,200	-22.4%
		<u>3,823,600</u>	<u>3,719,200</u>	-2.7%
TRANSPORTATION SERVICES				
14	Common services	965,700	994,800	3.0%
15	Road transportation	789,300	694,000	-12.1%
15	Public transit	225,500	233,500	3.5%
15	Transport- debt charges	66,300	59,600	-10.1%
15	Other transportation	96,800	90,700	-6.3%
		<u>2,143,600</u>	<u>2,072,600</u>	-3.3%
ENVIRONMENTAL HEALTH SERVICES				
16	Solid waste collection and recycling	659,800	636,700	-3.5%
PUBLIC HEALTH				
17	Public health and housing	96,500	67,000	-30.6%
ENVIRONMENTAL DEVELOPMENT				
18	Planning and zoning	244,500	233,600	-4.5%
19	Other community development	399,000	367,200	-8.0%
		<u>643,500</u>	<u>600,800</u>	-6.6%
RECREATION AND CULTURAL				
20	Recreation-Administration	506,400	475,100	-6.2%
21	-Programmes & other	83,800	82,600	-1.4%
22	-Facilities	609,200	583,400	-4.2%
22	-Recreation- Debt charges	37,000	29,700	-19.7%
22	Cultural	133,700	124,600	-6.8%
		<u>1,370,100</u>	<u>1,295,400</u>	-5.5%
23	EDUCATION	<u>1,536,000</u>	<u>1,535,800</u>	0.0%
FINANCING AND TRANSFERS				
24	Debt charges (principal)	928,300	928,300	0.0%
24	Transfers to allowances and reserves	628,900	725,100	15.3%
		<u>1,557,200</u>	<u>1,653,400</u>	6.2%
TOTAL EXPENDITURE		<u>13,480,600</u>	<u>13,359,000</u>	-0.9%
PROJECTED SURPLUS (DEFICIT)			<u>287,400</u>	2.1%

Town of Kentville Operating Fund -20/21

March 31, 2021

Revenue	Budget Amount	Projected
TAXES-ASSESSABLE PROPERTY		
Residential	6,170,900	6,142,100
Commercial property	2,066,400	2,042,900
Commercial-Industrial Park	719,800	747,500
Resource-Taxable assessments	43,900	43,900
Resource-Forest under 50,000 acres	100	100
	<u>9,001,100</u>	<u>8,976,500</u>
Fire Area Rate (KVFD)	198,400	198,400
Fire Protection Area Rate (Hydrant)	496,400	471,200
	<u>694,800</u>	<u>669,600</u>
Economic development levy	113,800	113,800
	<u>9,809,700</u>	<u>9,759,900</u>
TAXES-SPECIAL ASSESSMENTS		
Curb frontage	6,800	4,900
	<u>6,800</u>	<u>4,900</u>
TAXES-BUSINESS PROPERTY		
Based on revenue (Aliant)	38,000	38,000
Assessment Act- Farm property acreage	500	600
	<u>38,500</u>	<u>38,600</u>
TAXES-OTHER		
Change of use	-	-
Deed transfer fee	-	-
	<u>-</u>	<u>-</u>
	<u>9,855,000</u>	<u>9,803,400</u>
OVER BUDGET (UNDER BUDGET)		<u>(51,600)</u>

Town of Kentville

Operating Fund -20/21

March 31, 2021

Revenue	Budget Amount	Projected
PAYMENTS IN LIEU OF TAXES		
Federal Government- R	396,300	418,000
Province		
Province- Research Station R	16,600	17,500
Province- River Street R	37,000	37,200
Province- Cornwallis Street R	2,900	3,000
Province- 77 Cornwallis Street R	126,100	125,600
	182,600	183,300
	578,900	601,300
OVER BUDGET (UNDER BUDGET)		22,400

Town of Kentville

Operating Fund -20/21

March 31, 2021

Revenue	Budget Amount	Projected
SERVICES PROVIDED TO OTHER GOVERNMENTS		
Provincial government		
Protective services-secondment	118,000	120,300
Local government		
Kings County- Recreation	50,000	51,100
Kings County- Transportation	19,900	300
Kings County-Cultural	40,500	40,500
	110,400	91,900
	228,400	212,200
OVER BUDGET (UNDER BUDGET)		(16,200)

Town of Kentville

Operating Fund -20/21

March 31, 2021

Revenue	Budget Amount	Projected
SALES OF SERVICES		
Own agencies and property owner		
General Administration	119,200	119,200
General Administration- Finance	38,500	38,500
Protection-Police	575,000	493,200
Public works- Administration	140,000	140,000
- Operations	25,000	25,000
- Water	120,000	120,000
- Sanitary Sewer	80,000	80,000
- Capital	6,000	6,000
- Street Sweeper	-	16,400
Recreation- capital	-	7,700
Recreation- sales	4,400	4,400
	1,108,100	1,050,400
OVER BUDGET (UNDER BUDGET)		(57,700)

Town of Kentville Operating Fund -20/21

March 31, 2021

Revenue	Budget Amount	Projected
OTHER REVENUE-OWN SOURCES		
Fines, Licenses, Permits		
Administration		
Permits	100	100
Police		
Fines- Provincial Court	25,000	16,700
Law enforcement		
Licenses	2,000	2,700
Parking tickets	8,000	5,500
Emergency Measures		
Animal licenses	1,700	1,000
Planning		
Permits	1,000	1,200
	<u>37,800</u>	<u>27,200</u>
Rentals		
Administration		
Town Hall	6,000	6,000
Cell Tower- Rogers	5,400	5,600
Cell Tower- Eastlink	5,000	5,400
Transportation		
Public Works building	6,000	6,000
Planning & Development		
Rental-parking spaces	10,000	14,700
Rental- VIA Rail building	1,000	1,400
Rental- Calkin building	34,400	13,000
Rental-Lions Club building	6,000	6,000
Recreation		
Fields	10,000	3,500
Recreation Centre	5,000	8,500
Pool	400	-
HUB building	100	-
Arena	272,500	264,500
	<u>361,800</u>	<u>334,600</u>
Interest	95,000	73,400
Return on investments	630,000	560,000
Miscellaneous-General	44,100	61,300
Miscellaneous-Police		7,600
Miscellaneous- Recreation	-	8,900
	<u>1,168,700</u>	<u>1,073,000</u>
OVER BUDGET (UNDER BUDGET)		<u>(95,700)</u>

Town of Kentville

Operating Fund -20/21

March 31, 2021

Revenue	Budget Amount	Projected
UNCONDITIONAL TRANSFERS		
Province		
Department of Municipal Affairs		
Municipal Finance Capacity Grant	167,800	167,800
NS Power Inc. (HST rebate)	48,000	46,600
NS Power Inc. grant	8,400	8,400
	<hr/>	<hr/>
	224,200	222,800
	<hr/>	<hr/>
OVER BUDGET (UNDER BUDGET)		(1,400)

Town of Kentville

Operating Fund -20/21

March 31, 2021

Revenue	Budget Amount	Projected
CONDITIONAL TRANSFERS		
Federal		
Canada Summer Jobs	-	10,500
Canadian Parks & Recreation Assoc.	800	800
	<u>800</u>	<u>11,300</u>
Province		
Province- Safe Restart Municipal 20-21		190,000
Province- Law enforcement	100,000	100,000
Province- Department of Justice		15,000
Province- Efficiency Nova Scotia		83,200
Province- Safe Restart Transit 20-21		25,000
Province- Recreation	25,000	18,600
Province- Dept of Communities, Culture, Heritage		900
Province- After the Bell		
Other		
Recreation Nova Scotia		-
TIANS (re VIC)		-
	<u>125,000</u>	<u>432,700</u>
	<u>125,800</u>	<u>444,000</u>
OVER BUDGET (UNDER BUDGET)		<u>318,200</u>

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
LEGISLATIVE		
Mayor		
Remuneration	47,000	46,700
Expenses	7,000	700
Legislative benefits		
CPP	8,100	8,700
Group insurance	3,700	5,100
Council		
Remuneration	155,400	154,200
Expenses	6,300	3,100
Expenses- Andrew	3,000	300
Expenses- Bolland	3,000	(200)
Expenses- Gerrard	3,000	400
Expenses- Maxwell	3,000	400
Expenses- Pulsifer	3,000	300
Expenses- Savage	3,000	300
Expenses-Huntley	-	100
Expenses-Yorke	-	100
Expenses- Zebian	-	300
Other		
Other meeting expenditures	2,000	1,600
Election	40,000	33,400
	287,500	255,500
OVER BUDGET (UNDER BUDGET)		(32,000)

Town of Kentville Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
GENERAL ADMINISTRATION		
Remuneration		
Full Time	532,900	531,900
Benefits 121-22-02X	95,200	101,300
Office Expenditures		
Legal and audit	23,700	122,300
Consulting	-	70,400
Advertising and promotion	5,600	6,800
Expenses- CAO	10,000	1,800
Convention and travel	5,000	3,700
Training	2,000	2,500
Dues and fees	8,000	8,400
Insurance	20,600	20,600
Postage	11,000	11,100
Stationery and office supplies	16,000	12,500
Communications	23,000	24,200
Equipment lease	4,000	4,400
External collection expenditure	500	700
Other administration	20,000	18,000
Bank charges	9,000	9,000
	158,400	316,400
Information Technology		
Administration	86,100	85,500
Operations	95,900	98,800
Special projects	26,500	21,000
	208,500	205,300

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
GENERAL ADMINISTRATION		
Common Services (Buildings)		
Town Hall 121-25-0XX	101,500	129,300
Various building 121-26..27-0XX	24,200	12,400
	125,700	141,700
Debt Charges		
Debenture interest	4,200	4,200
Term loan interest	-	-
Debenture discount	6,200	4,400
	10,400	8,600
Programmes		
Reduced taxes- Section 69/69A	13,300	11,300
Reduced taxes- Section 71	53,000	52,700
Grant - Contingency	7,000	-
Assessment Services	91,200	91,200
	164,500	155,200
Valuation Allowances		
Accrued sick leave	65,000	60,000
Other doubtful A/R	2,200	2,200
	67,200	62,200
TOTAL GENERAL ADMINISTRATION	1,362,800	1,522,600
OVER BUDGET (UNDER BUDGET)		159,800

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
POLICE PROTECTION		
Remuneration		
Remuneration- Administration	336,100	346,600
Remuneration- Sergeant	373,100	384,700
Remuneration-Constable	802,400	777,100
"Stat" pay	33,000	49,600
"M" time pay	5,000	5,900
Overtime-Sergeant	16,000	14,200
Overtime-Constable	35,000	46,200
Secondment	99,400	106,900
	1,700,000	1,731,200
Benefits 122-12-02X	291,600	304,600
Internal allocation 122-13-010	-	-
Office Expenditures		
Professional expenditure	-	-
Honoraria-Commission	1,200	1,400
Meeting-Commission	2,500	2,600
Chief's expenses	9,500	5,200
Deputy Chief's expenses	1,500	300
Training	20,000	16,300
Auxiliary program	3,000	1,400
Insurance-liability/E&O	27,700	28,400
Office expense & supplies	12,000	11,200
Telephone	26,000	27,300
Equipment rental	4,000	1,600
Other expenditure	12,000	25,200
	119,400	120,900
Occupancy-Police Building		
Insurance	1,800	1,800
Heat	7,500	7,500
Electricity	12,000	12,000
Water/sewer	2,200	2,200
Maintenance- Other costs	30,000	25,000
	53,500	48,500
Operations-Communication		
Communications	86,000	103,800
Radio license	3,600	2,000
Maintenance	3,000	5,000
	92,600	110,800

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
Operations-Technology (122-16-148)	22,500	24,400
Operations-Vehicle		
Insurance	7,800	7,800
Gasoline	28,000	28,000
Operations & maintenance	20,000	18,000
	55,800	53,800
Operations-Programmes		
Special projects	5,000	2,000
Crime prevention/community relations	3,500	2,400
Custody and detention of prisoners	40,000	33,900
	48,500	38,300
TOTAL POLICE PROTECTION	2,383,900	2,432,500
OVER BUDGET (UNDER BUDGET)		48,600
	-	
TOTAL POLICE PROTECTION (carried forward)	2,383,900	2,432,500
POLICE PROTECTION REVENUE		
Secondment- Province	118,000	120,300
Fines and fees- Province	25,000	16,700
Law enforcement- Province	100,000	100,000
Transfer from Operating Reserve- APA	-	47,600
TOTAL POLICE PROTECTION REVENUE	243,000	284,600
NET POLICE PROTECTION	2,140,900	2,147,900
SALES OF SERVICE EXPENSE		
Remuneration	79,500	80,100
Remuneration Part time	48,000	25,200
Benefits	20,700	15,200
Internal allocation		(5,300)
	148,200	115,200
NET SALES OF SERVICES		(33,000)
SALES OF SERVICE REVENUE		
Sales of service- Police	575,000	493,200
NET SALES OF SERVICES		(378,000)

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
LAW ENFORCEMENT		
PROVINCIAL		
Transfers to Correctional Services	84,900	84,900
OTHER		
Prosecution	10,200	5,700
Legal	40,000	33,300
Other-Crossing guards	25,400	13,700
Parking enforcement officer	64,100	52,700
	139,700	105,400
TOTAL LAW ENFORCEMENT	224,600	190,300
OVER BUDGET (UNDER BUDGET)		(34,300)
LAW ENFORCEMENT REVENUE		
Taxi Licenses	2,000	2,700
Parking Tickets	8,000	5,500
TOTAL LAW ENFORCEMENT REVENUE	10,000	8,200
NET LAW ENFORCEMENT	214,600	182,100

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
FIRE PROTECTION		
FIRE FIGHTING		
Transfer to KVFD- Area rate	198,400	198,400
Transfer to KVFD-Operating	195,500	173,500
TOTAL FIRE FIGHTING	393,900	371,900
SURPLUS (DEFICIT)		(22,000)
WATER SUPPLY AND HYDRANTS		
Water supply & hydrants	496,400	471,200
SURPLUS (DEFICIT)		(25,200)
TOTAL FIRE PROTECTION	890,300	843,100
OVER BUDGET (UNDER BUDGET)		(47,200)

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
DEBT CHARGES, EMERGENCY MEASURES, AND OTHER PROTECTION		
DEBT CHARGES		
Debenture interest	15,300	12,900
Term loan interest	-	
TOTAL DEBT CHARGES	15,300	12,900
OVER BUDGET (UNDER BUDGET)		(2,400)
EMERGENCY MEASURES		
Emergency measures organization	12,900	12,900
EMO Communications	1,000	1,400
Emergency control-wages	300	1,200
Emergency control-M & S	100	2,400
911 System	18,000	17,700
	32,300	35,600
OTHER PROTECTIVE SERVICES		
Animal control	12,000	400
Building inspection	48,500	27,900
Occupational Health & Safety	10,000	5,100
Fire inspection	58,500	56,200
	129,000	89,600
TOTAL EMERGENCY MEASURES AND OTHER	161,300	125,200
OVER BUDGET (UNDER BUDGET)		(36,100)

Town of Kentville Operating Fund - 20/21

March 31, 2021

Expenditure	Budget Amount	Projected
TRANSPORTATION SERVICES		
COMMON SERVICES		
Remuneration		
Administrative	241,700	257,000
Work crew	486,500	453,600
Overtime- Administrative	32,000	23,200
Overtime- Work crew	80,000	58,100
	840,200	791,900
Benefits 123-12-02X	214,200	250,300
Internal allocation 123-13-010	(505,700)	(495,300)
Office Expenditures		
Professional/engineering	-	19,400
Professional studies	5,000	4,100
Director's Expenditure	5,000	2,400
Training	10,000	4,600
Insurance-liability/ E & O	26,400	30,500
Office supplies	2,800	2,800
Telephone	7,000	7,000
Other administration	1,700	500
	57,900	71,300
Occupancy-Public Works building 123-15-0XX	39,600	42,700
Operations-Communications		
Communication	3,500	4,400
Operations-Vehicles and equipment		
Wages-repairs	60,000	63,600
Insurance	10,000	10,000
Lease of equipment	50,500	50,500
Gasoline/diesel	55,000	55,000
External equipment repairs	32,000	63,400
Equipment parts	75,000	61,700
Equipment supplies	25,000	20,000
Small tools and equipment	8,500	5,300
	316,000	329,500
TOTAL COMMON SERVICES	965,700	994,800
OVER BUDGET (UNDER BUDGET)		29,100

Town of Kentville Operating Fund - 20/21

March 31, 2021

Expenditure	Budget Amount	Projected
ROAD TRANSPORT PROGRAMMES		
Street repairs	110,000	139,200
Sidewalk repairs	15,000	6,700
Storm sewer maintenance	75,000	61,000
Street cleaning	27,000	30,100
Snow and ice removal	295,000	189,700
Street lighting	156,000	156,000
Traffic services	59,800	59,800
Parking and other	51,500	51,500
TOTAL ROAD TRANSPORTATION	789,300	694,000
OVER BUDGET (UNDER BUDGET)		(95,300)
PUBLIC TRANSIT		
Kings Transit Authority	210,300	218,400
Kings Point to Point	15,200	15,100
TOTAL PUBLIC TRANSIT	225,500	233,500
OVER BUDGET (UNDER BUDGET)		8,000
DEBT CHARGES	66,300	59,600
OVER BUDGET (UNDER BUDGET)		(6,700)
OTHER TRANSPORTATION		
Outside work-property owner	25,000	20,200
Outside work-KWC	71,800	70,500
TOTAL OTHER TRANSPORT	96,800	90,700
OVER BUDGET (UNDER BUDGET)		(6,100)

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
ENVIRONMENTAL HEALTH SERVICES		
SEWAGE COLLECTION AND DISPOSAL		
Cost recovered by user fee based on consumption or contract.		
Separate statement for revenue and expenditures as only users of service pick up deficit or surplus.		
SOLID WASTE COLLECTION & DISPOSAL		
Collection		
Wages	30,800	23,100
Tipping fees	6,300	4,000
Material and supplies	2,000	100
	39,100	27,200
Landfill		
Landfill contract-Kings Co.	8,000	5,600
Valley Region Solid Waste-Resource Management Authority	611,200	603,900
TOTAL GARBAGE AND WASTE COLLECTION	658,300	636,700
OTHER AIR POLLUTION		
Other air pollution	1,500	-
TOTAL	659,800	636,700
OVER BUDGET (UNDER BUDGET)		(23,100)

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
PUBLIC HEALTH AND WELFARE		
Provincial Housing		
Deficit of Housing Nova Scotia	90,000	60,500
OTHER PUBLIC HEALTH		
Chrysalis House	-	-
Kings Volunteer Resource Centre	1,000	1,000
Canadian Mental Health Association	-	-
Kings County Family Resource Centre	2,000	2,000
Kings County Senior Safety Council	2,500	2,500
New Horizon's Seniors Club	1,000	1,000
	6,500	6,500
TOTAL PUBLIC HEALTH	96,500	67,000
OVER BUDGET (UNDER BUDGET)		(29,500)

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
ENVIRONMENTAL DEVELOPMENT		
PLANNING AND ZONING		
Remuneration		
Administrative	179,600	174,100
Benefits 126-12-02X	25,700	24,600
Office Expenditures		
Legal	10,000	14,000
Committee honoraria		-
Committee meeting expenditure	100	-
Advertising and promotion	700	(700)
Expenditures-Director	4,500	3,700
Training and development	4,000	1,400
Insurance	7,300	9,100
Office supplies	3,000	1,500
Telephone	2,500	2,500
Equipment lease	1,000	1,000
Research drafting, mapping and GIS	5,000	2,000
Registration legal documents	100	300
Miscellaneous	1,000	100
	39,200	34,900
TOTAL PLANNING AND ZONING	244,500	233,600
OVER BUDGET (UNDER BUDGET)		(10,900)

Town of Kentville Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
ENVIRONMENTAL DEVELOPMENT		
COMMUNITY DEVELOPMENT		
Transfer to Valley REN	29,000	28,400
Transfer for economic development	88,800	88,800
Community economic development	4,300	4,600
Development studies	3,000	-
Survey costs	1,000	2,500
PACE expenditure	5,000	20,900
Kentville Futures & Lions Club operating costs	11,500	18,200
	24,800	46,200
	142,600	163,400
OVER BUDGET (UNDER BUDGET)		20,800
NATURAL RESOURCES DEVELOPMENT		
Shade trees	6,500	3,900
DEBT CHARGES	36,900	35,200
OTHER ECONOMIC DEVELOPMENT		
CED Office		
Remuneration & benefits	75,200	75,800
CED Office	8,000	1,400
	83,200	77,200
Tourism		
Tourism	26,800	2,100
Promotions		
Promotions	101,000	85,000
Other		
Apple Blossom Festival	2,000	400
TOTAL OTHER ECONOMIC DEVELOPMENT	213,000	164,700
OVER BUDGET (UNDER BUDGET)		(52,600)

Town of Kentville Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
RECREATION AND CULTURAL SERVICES		
ADMINISTRATION		
Remuneration		
Salaries	351,500	350,700
Benefits 127-12-02X	80,200	66,800
Internal allocation 127-13-010	(48,800)	(44,700)
Office Expenditures		
Legal fees	4,000	-
Professional fees	5,000	200
Committee meeting expenditure	4,000	800
Promotion and publicity	4,000	1,600
Expenses-Director	6,500	4,500
Training	10,500	7,200
Insurance	12,800	12,800
Office supplies	4,000	2,500
Materials and supplies	2,500	1,500
Communication	12,000	12,000
Equipment lease	3,000	3,200
Other	7,500	10,300
	75,800	56,600
Vehicles and equipment		
Insurance	5,800	5,800
Lease of equipment	14,600	14,600
Gasoline	8,300	8,300
Operations and maintenance	19,000	17,000
	47,700	45,700
TOTAL ADMINISTRATION-RECREATION	506,400	475,100
OVER BUDGET (UNDER BUDGET)		(31,300)

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
RECREATION PROGRAMMES		
Grants 127-21-010	8,500	8,500
Swimming pool 127-22-0XX	-	300
Day camp 127-23-0XX	5,500	18,700
Multi-sport camp 127-24-0XX	1,800	12,500
Other programmes 127-25-0XX	10,000	19,300
Community events 127-26-0XX	13,000	10,000
Canada Cup event 127-26-XXX	5,000	1,700
Spike fund 127-28-0XX	-	
TOTAL RECREATION PROGRAMMES	43,800	71,000
OTHER		
Parks division and trees 127-43-0XX	40,000	11,600
TOTAL OTHER RECREATION	83,800	82,600
OVER BUDGET (UNDER BUDGET)		(1,200)

Town of Kentville Operating Fund -11/12

March 31, 2021

Expenditure	Budget Amount	Projected
RECREATION FACILITIES		
Recreation centre 127-41-0XX	45,400	31,200
Swimming pool 127-42-0XX	9,500	6,400
Hub building 127-42-070	-	-
Tennis courts 127-45-0XX	1,500	800
Other facility maintenance 127-46-065	15,600	14,300
Kentville arena 127-52-XXX	362,500	362,500
Parks and playgrounds - general 127-61-0XX	81,200	88,200
Memorial Park 127-62-0XX	51,000	51,000
Oakdene Park 127-63-0XX	1,000	1,000
Other parks (Park Division Spaces) 127-65-0XX	33,500	24,300
Other playgrounds 127-67-0XX	3,000	3,000
Rail corridor maintenance 127-69-0XX	5,000	700
TOTAL RECREATION FACILITIES	609,200	583,400
OVER BUDGET (UNDER BUDGET)		(25,800)
TOTAL DEBT CHARGES	37,000	29,700
OVER BUDGET (UNDER BUDGET)		(7,300)
CULTURAL BUILDINGS AND FACILITIES		
Cultural		
Library - operations	86,900	83,700
Branch library 127-93-100	42,800	36,900
Grant-Kings Historical Society 127-91-071	2,000	2,000
Grant-Kentville Historical Society	2,000	2,000
TOTAL CULTURAL	133,700	124,600
OVER BUDGET (UNDER BUDGET)		(9,100)

Town of Kentville
Operating Fund -20/21

March 31, 2021

Expenditure	Budget Amount	Projected
EDUCATION		
Appropriation to Regional School Board	<u>1,536,000</u>	<u>1,535,800</u>
TOTAL APPROPRIATION	<u>1,536,000</u>	<u>1,535,800</u>
OVER BUDGET (UNDER BUDGET)		<u>(200)</u>

Town of Kentville

Operating Fund -20/21

March 31, 2021

Expenditures	Budget Amount	Projected
FINANCING AND TRANSFERS		
PRINCIAL INSTALLMENT REQUIREMENTS		
Debenture principal	928,300	928,300
Temporary financing- principal	-	-
	<u>928,300</u>	<u>928,300</u>
TRANSFERS TO OWN RESERVE FUNDS AND AGENCIES		
To Operating reserve	99,800	190,800
To Capital Reserve fund	483,100	483,100
	<u>582,900</u>	<u>673,900</u>
To Capital fund- from operations	46,000	51,200
Total transfers to other funds	<u>628,900</u>	<u>725,100</u>
TRANSFERS FROM OWN RESERVE FUNDS AND AGENCIES		
From Operating reserve	(191,500)	(239,300)
From Capital Reserve fund		
	<u>(191,500)</u>	<u>(239,300)</u>
NET FINANCING AND TRANSFERS	<u>1,365,700</u>	<u>1,414,100</u>
OVER BUDGET (UNDER BUDGET)		<u>48,400</u>



Memo

To: Dan Troke, CAO
From: Debra Crowell, Director of Finance
Date: April 7, 2021
Re: **DEBENTURE FUNDING- Spring 2021**

Paul Wills, Chief Executive Officer of Nova Scotia Municipal Finance Corporation (NSMFC) has informed the Town of Kentville that debenture funds will be issued this spring.

The Town of Kentville requires debenture funding for the following.

Resolution #	Purpose	TBR Limit Approved	Funding Requested
TBR-20/21-01	Various	\$846,600	\$662,600
TBR-20/21-02	Sanitary Sewer	\$215,000	<u>100,000</u>
TOTAL			<u>\$762,600</u>

The Municipal Government Act provides the legislative authority for a council to pass resolutions that set the parameters for a debenture issue. Nova Scotia Municipal Finance Corporation requires that, in order to streamline the debenture issue process, Council must approve a pre-approval resolution and forward it to Nova Scotia Municipal Finance Corporation.

You will find the required pre-approval resolutions attached along with a copy of the duly approved temporary borrowing resolutions (TBR).

A ***Letter of Commitment*** for the debenture issue will be sent to the NSMFC, along with a copy of the Temporary Borrowing Resolutions. The Preapproval Resolutions will be forwarded to the Minister once they are ratified by Council. The ***deadline*** for submission is ***Friday April 16, 2021.***

RECOMMENDATION

I recommend to Council Advisory Committee that the attached resolutions for ***Pre-approval of Debenture Issuance*** be approved and forwarded to a special meeting of Town Council for ratification. After ratification, it will be forwarded to Nova Scotia Municipal Finance Corporation to complete our debenture issue for Spring 2021.

Resolution #	Purpose	Funding Requested
TBR-20/21-01	Various	\$662,600
TBR-20/21-02	Sanitary Sewer	<u>100,000</u>
Total		\$762,600

Town of Kentville
Resolution for Pre-Approval of Debenture Issuance
Subject to Interest Rate

WHEREAS Section 91 of the *Municipal Government Act* provides that a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs;

AND WHEREAS the resolution of council to borrow money **FOR CAPITAL BUDGET PROJECTS (TBR-20/21-01)** was approved by the municipal council on July 13, 2020;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Municipal Finance Corporation Act*, the mayor and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, **the TOWN OF KENTVILLE** borrow by issue and sale of debentures a sum or sums not exceeding **\$846,600** for a period not to exceed 10 years, subject to the approval of the Minister of Municipal Affairs;

THAT the sum be borrowed by the issue and sale of debentures of the **TOWN OF KENTVILLE** in the amount that the mayor and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of **5.5%**;

THAT the debenture be arranged with the Nova Scotia Municipal Finance Corporation with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the **Town of Kentville** held on the day of 2021.

GIVEN under the hands of the Mayor and the Clerk of the **Town of Kentville** this day of 2021.

Mayor

Clerk

Town of Kentville
Resolution for Pre-Approval of Debenture Issuance
Subject to Interest Rate

WHEREAS Section 91 of the *Municipal Government Act* provides that a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs;

AND WHEREAS the resolution of council to borrow money **FOR SANITARY SEWER CAPITAL PROJECTS (TBR-20/21-02)** was approved by the municipal council on July 13, 2020;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Municipal Finance Corporation Act*, the mayor and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, **the TOWN OF KENTVILLE** borrow by issue and sale of debentures a sum or sums not exceeding **\$215,000** for a period not to exceed 10 years, subject to the approval of the Minister of Municipal Affairs;

THAT the sum be borrowed by the issue and sale of debentures of the **TOWN OF KENTVILLE** in the amount that the mayor and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of **5.5%**;

THAT the debenture be arranged with the Nova Scotia Municipal Finance Corporation with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the **Town of Kentville** held on the day of 2021.

GIVEN under the hands of the Mayor and the Clerk of the Town of Kentville this day of 2021.

Mayor

Clerk

**MUNICIPALITY OF THE
TOWN OF KENTVILLE
TEMPORARY BORROWING RESOLUTION**

Amount: \$ 846,600

Purpose: Capital Budget Projects

WHEREAS Section 66 of the Municipal Government Act provides that the Municipality of the Town of Kentville, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Municipality of the Town of Kentville has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for capital purposes as identified in their capital budget; and

WHEREAS the specific amounts and descriptions of the projects are contained in Schedule "A" (attached);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Municipality of the Town of Kentville borrow a sum or sums not exceeding Eight Hundred Forty-Six Thousand Six Hundred Dollars (\$ 846,600) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Municipality of the Town of Kentville to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that a sum or sums not exceeding Eight Hundred Forty-Six Thousand Six Hundred Dollars (\$ 846,600) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

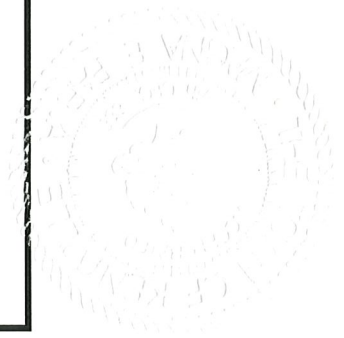
THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Municipality of the Town of Kentville held on the 13 day of July, 2020.

GIVEN under the hands of the Clerk and under the seal of the Municipality of the Town of Kentville this 14 day of July, 2020.


Clerk



Certificate

TEMPORARY BORROWING RESOLUTION

Municipality of the Town of Kentville

This is to certify that, pursuant to Section 88 of the *Municipal Government Act*, the resolution passed at a duly convened meeting of the Council of the Town of Kentville on the 13th day of July, 2020 with a request to borrow a sum or sums not exceeding Eight Hundred Forty-Six Thousand Six Hundred Dollars (\$846,600) for purposes of capital borrowing related to Kentville Capital Budget projects and under the terms and conditions as set out within the resolution, is hereby approved.

DATED this 20th day of August, 2020.



Honourable Chuck Porter
Minister of Municipal Affairs and Housing

**MUNICIPALITY OF THE
TOWN OF KENTVILLE
TEMPORARY BORROWING RESOLUTION**

Amount: \$ 215,000

Purpose: Sanitary Sewer
Capital Budget Projects

WHEREAS Section 66 of the Municipal Government Act provides that the Municipality of the Town of Kentville, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Municipality of the Town of Kentville has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for capital purposes as identified in their capital budget; and

WHEREAS the specific amounts and descriptions of the projects are contained in Schedule "A" (attached);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Municipality of the Town of Kentville borrow a sum or sums not exceeding Two Hundred and Fifteen Thousand Dollars (\$ 215,000) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Municipality of the Town of Kentville to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that a sum or sums not exceeding Two Hundred and Fifteen Thousand Dollars (\$ 215,000) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Municipality of the Town of Kentville held on the 13 day of July, 2020.

GIVEN under the hands of the Clerk and under the seal of the Municipality of the Town of Kentville this 14 day of July, 2020.


Clerk

Certificate

TEMPORARY BORROWING RESOLUTION

Municipality of the Town of Kentville

This is to certify that, pursuant to Section 88 of the *Municipal Government Act*, the resolution passed at a duly convened meeting of the Council of the Town of Kentville on the 13th day of July, 2020 with a request to borrow a sum or sums not exceeding Two Hundred Fifteen Thousand Dollars (\$215,000) for purposes of capital borrowing related to Kentville Sanitary Sewer projects and under the terms and conditions as set out within the resolution, is hereby approved.

DATED this 20th day of August, 2020.



Honourable Chuck Porter
Minister of Municipal Affairs and Housing

Memo

To: Dan Troke, CAO

From: Debra Crowell, Director of Finance

Date: March 25, 2021

Re: **RESOLUTION- WITHDRAWAL- TOWN CAPITAL RESERVE- Draw # 3**

The 2020/21 Town Capital Budget provides for partial funding of capital acquisitions from the Town's Capital Reserve fund. Projects requiring funding are noted below. A resolution of Council to withdraw funds is requested. The details for the Capital Reserve are as follows:

	<u>PROJECT</u>	<u>BUDGET</u> <u>(from reserve)</u>	<u>DRAWN</u>	<u>Draw</u> <u>#2</u>	<u>Draw</u> <u>#3</u>
		\$	\$		
Administration	20/21 IT Projects	20,000	14,875.27	4,748.77	5,151.16
	Town Hall - Heat pump	17,500	-	-	-
	Town Hall- Design work COVID/Safety	20,000	18,456.88	3,563.93	300.34
	Town Hall- Renovations (ADDED)			30,172.61	59,460.91
Protective Services	Equipment	24,500	9,788.24	-	13,838.48
	Technology upgrades	28,000	1,770.91	23,033.78	2,049.55
	Police Building - roof (Over run)			280.65	58.76
Transportation	Streets-Bridge	37,500	-	-	-
	Storm sewer-Aberdeen/Cornwallis	130,400	33,418.59	1,389.31	20,194.39
	River Street dyke	15,000	-	-	-
	Flood mitigation study	60,000	5,694.43	-	-
	Public Works building	30,000	8,062.74	2,732.45	-
Recreation	Green Spaces- various	15,000	-	-	-
	Playground- Sherry Ave	10,000	-	-	-
	Studies- Assessibility	35,000	25,549.82	-	10,949.98
	Soccer	8,000	6,436.15	-	-
	MP- Shed siding	18,900	18,900.00	-	-
	MP-Fencing	15,000	14,850.18	-	-
	MP- Mosquito ball field	6,500	5,828.30	-	-
	Oakdene Park- Gazebo/Trail	11,000	4,692.82	5,735.67	-
	Equipment	9,500	2,639.21	665.33	385.49
Economic development	Downtown betterments-lighting	7,500	10,532.93	-	-
	Signage- Gateway	30,000	11,374.81	13,119.04	1,489.53
	Signage- Kentville Business Park	20,000	-	-	-
	Centre Square beautification	23,300	14,524.88	2,690.13	3,545.84
Total		592,600	207,396.16	88,131.67	117,424.43
PROJECTS ADDED					
Transportation	Prospect Avenue paving		-	16,789.97	
	Prospect Avenue storm sewer		-	26,801.37	
Total additions				43,591.34	
OVERRUNS/ADDITIONS					
Gas Tax	East Main Street sidewalk- CF to 20/21				7,576.02
	Sidewalk- Prospect Avenue				3,242.52
Transportation	Condon Avenue (ADDED)				14,546.58
	Equipment (No trade in)				7,000.00
Recreation	Green Spaces- Webster St. (No Grant)				95,353.37
					127,718.49
TOTAL DRAW # 3					245,142.92

The Town of Kentville Capital Reserve- General Allocation contains **\$1,231,975** and after the withdrawal, it will contain **\$986,832**.

RECOMMENDATION

I recommend to Council Advisory Committee that the attached resolution be approved for a withdrawal of **\$245,142.92** from the Town of Kentville Capital Reserve- General Allocation

This transfer will finance several capital acquisitions during the year 2020/2021. After this approval, I recommend that the resolution be forwarded to the next meeting of Town Council for ratification.



RESOLUTION

WITHDRAWAL FROM TOWN OF KENTVILLE CAPITAL RESERVE

- 2020/2021 CAPITAL ACQUISITIONS

WHEREAS S.99 (1) of the Municipal Government Act allows a municipality to maintain a capital reserve fund for purposes determined by S.S. (4) and withdrawals from the Town of Kentville Capital Reserve are authorized by a resolution of Council;

THEREFORE, BE IT RESOLVED by the Council of the Town of Kentville that a withdrawal from the Town of Kentville Capital Reserve is authorized in the amount of **\$245,142.92** to fund capital acquisitions for the 2020/2021 capital program.

THIS IS TO CERTIFY that the foregoing resolution was passed at a duly called meeting of the Town Council held on the day of
AD 2021.

GIVEN under the hand of the Town Clerk and under the corporate seal of the Town of Kentville this day of AD 2021.

Dan Troke, Town Clerk

Programs and Operations	<ul style="list-style-type: none"> • 17 Development Permits Issued. • 4 Subdivision applications 	Highlights <ul style="list-style-type: none"> • building Valuation of \$1,440,369 for a year total of \$5,897,469
Projects	<ul style="list-style-type: none"> • <u>Ryan's Park.</u> Ryan's Park portion of the Enquire development is footing(s) ready; and prep work is underway for the proposed apartment buildings. (I have included a site plan and architectural renderings in case some Councilors have not seen the layout of the development) • <u>Chrysalis House</u> is progressing well. An earlier issue with a fence too close to the street has been addressed. • <u>Miners Landing</u> development is progressing well. The footing permit for the 4th building was issued in early April. (This permit will be reflected in next month's building valuation). • <u>River Street Lands</u> There has been additional interest on the River Street property. We are hopeful the property will close at the end of May 2021. • <u>Stonemount Retirement.</u> There have been no further updates. It is unclear if the developers plan to proceed. • <u>MacDougal Heights.</u> Staff are still waiting on Parsons to submit the documentation to approve their proposed subdivision off Acadia Drive. • <u>Business Park</u> There has been a lot of inquiries about the Business Park. As inquiries come in they are reviewed by staff to ensure compliance with the Land Use Bylaw and the towns restrictive covenants. 	

	<ul style="list-style-type: none"> • LUB/MPS “Housecleaning Amendments. Proposed changes have been drafted for CAC’s consideration. A meeting will be schedule soon. • Dog Park. Staff has been assisting the Parks and Recreation Department to acquire an Agricultural Marshland Variance and Permit for the proposed dog park on the east end of town. • Various mapping and GIS support continues for Community Development, Park and Recreation and Engineering Departments. 	
Public Engagement	<ul style="list-style-type: none"> • Emails – ongoing • Drop Ins – ongoing 	
Other	<ul style="list-style-type: none"> • NA 	
Meetings and Events	<ul style="list-style-type: none"> • Senior Admin meetings • CAC Zoom meeting • Human Resources Update • Accessibility Committee. • Source Water Protection Committee • Human Rights Training • Russ Sanche – Portal • Farmers Market Board • Numerous discussions with developers requesting information on vacant land that is for sale in Town. 	

Activity Report

Planning & Development

March 2021



<i>PERMITS</i>	<i>PERMITS ISSUED</i> MARCH 2021		<i>PERMITS ISSUED</i> MARCH 2020	
	MONTH TOTAL	YEAR TOTAL	MONTH TOTAL	YEAR TOTAL
Number of Permits	17	34	0	7
Total Building Value (\$)	1,440,369	5,897,469	0	688,100
Permit Revenue (\$)	1,537.58	8,681.69	0.00	861.20

Permits Report

Planning & Development

March 2021



Permit #: 3854	Permit Date: 03/02/2021
Value of Construction: \$0.00	Fee: \$0.00
Change of Tenant – Café to Chocolate Making/Store	

Permit #: 3848	Permit Date: 03/02/2021
Value of Construction: \$420,000.00	Fee: \$344.85
New Residential Construction – Constructing a new Single Family Dwelling, Residential Space is 2,742 sf and garage space is 528 sf	

Permit #: 3853	Permit Date: 03/04/2021
Value of Construction: \$3,000.00	Fee: \$26.60
Renovation – Creating a bathroom in the upstairs closet space.	

Permit #: 3855	Permit Date: 03/04/2021
Value of Construction: \$275,000.00	Fee: \$416.00
New Residential Construction – Constructing a new Single Family Dwelling, Residential Space is 3,360 sf and garage space is 600 sf	

Permit #: 3856	Permit Date: 03/04/2021
Value of Construction: \$250,000.00	Fee: \$187.88
New Residential Construction – Constructing a new Single Family Dwelling, Residential Space is 1,347 sf and garage space is 448 sf	

Permit #: 3857	Permit Date: 03/09/2021
Value of Construction: \$3,000.00	Fee: \$26.60
Renovations – Installing 2 egress windows in the Basement Apartment.	

Permit #: 3859	Permit Date: 03/10/2021
Value of Construction: \$20,000.00	Fee: \$30.00
Demolition – Demolition of a 4 Unit Apartment destroyed by fire.	

Permit #: 3860	Permit Date: 03/12/2021
Value of Construction: \$0.00	Fee: \$0.00
New Accessory Structure – Constructing a fence	

Permit #: 3858	Permit Date: 03/12/2021
Value of Construction: \$30,000.00	Fee: \$86.00
Renovation – Constructing new washroom, offices and showroom, installing a new entry way and new windows.	

Permit #: 3846	Permit Date: 03/17/2021
Value of Construction: \$19,669.00	Fee: \$50.00
Renovation – Installing Solar Panels	

Permit #: 3862	Permit Date: 03/22/2021
Value of Construction: \$200.00	Fee: \$20.44
Renovation – Installing an additional handwashing sink	

Permit #: 3861	Permit Date: 03/18/2021
Value of Construction: \$377,000.00	Fee: \$236.61
New Residential Construction – Constructing a new Single Family Dwelling, Residential Space is 1,769 sf and garage space is 500.5 sf	

Permit #: 3863	Permit Date: 03/24/2021
Value of Construction: \$3,000.00	Fee: \$26.60
Renovations – Constructing a roof over an existing deck	

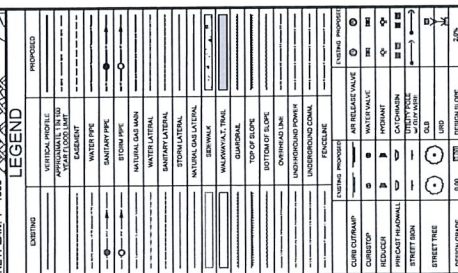
Permit #: 3864	Permit Date: 03/24/2021
Value of Construction: \$2,500.00	Fee: \$0.00
New Accessory Structure – Constructing a fence along the North property line.	

Permit #: 3866	Permit Date: 03/29/2021
Value of Construction: \$5,000.00	Fee: \$0.00
New Accessory Structure – Constructing a 10' x 12' (120 sf) accessory building	

Permit #: 3867	Permit Date: 03/29/2021
Value of Construction: \$2,000.00	Fee: \$0.00
New Accessory Structure – Constructing a 7' fence along the West property line.	

Permit #: 3868	Permit Date: 03/31/2021
Value of Construction: \$30,000.00	Fee: \$86.00
New Accessory Structure – Constructing a 10' x 12' (120 sf) accessory building	

Total Value of Construction:	\$1,440,369.00	Total Permit Fees: \$1,537.58
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ISSUED FOR
REVIEW, NOT FOR
CONSTRUCTION



**DESIGN
POINT**
ENGINEERING & SURVEYING



ENGINEERING

RYAN'S PARK

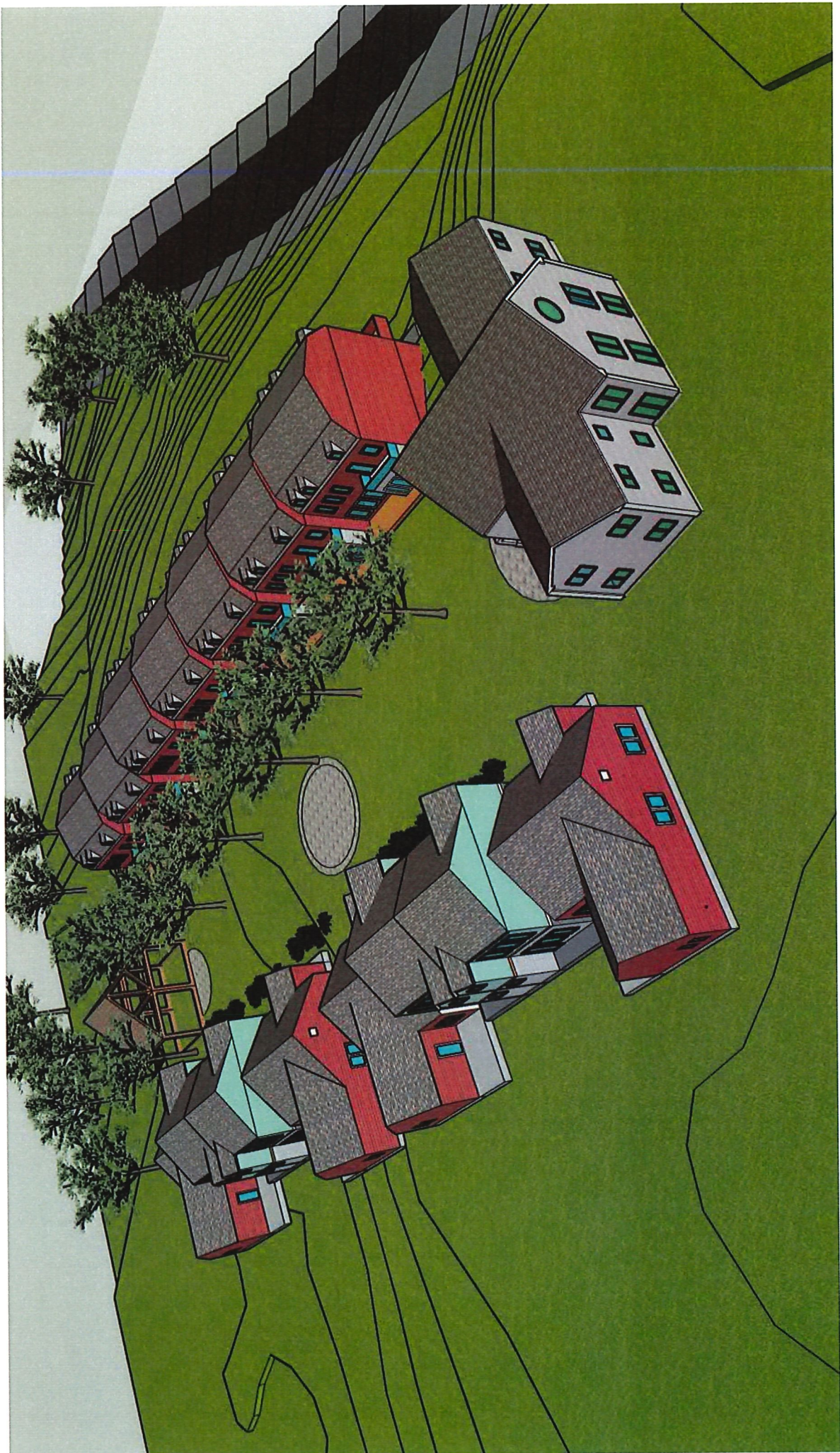
KENTVILLE, NOVA SCOTIA

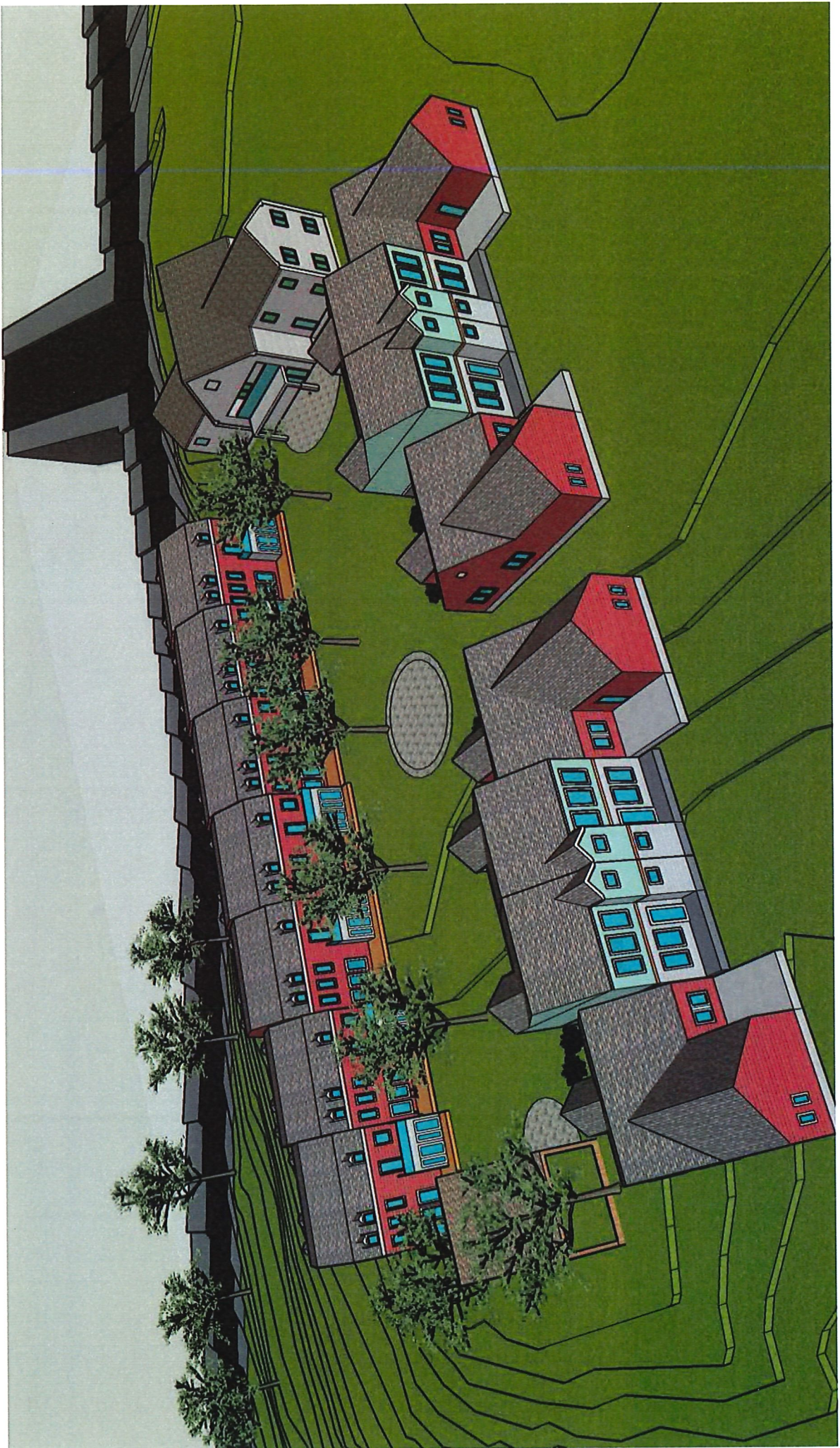
SHEET DESCRIPTION

SITE PLAN

Drawn T. ARMOUR	Engineer N. FOUGERE	Project No. 19-003	Drawing No. C-101 1 of 9
Date of 1st Issue MAY 1, 2020	Scale 1" = 42"	Filename 19-003_003.dwg	









Town of Kentville

Community & Economic Development (CEDC)

Report to CAC – April 12th, 2021

Submitted April 7, 2021



Programs and Operations	<ul style="list-style-type: none">• Planning has started for a new season of the Kentville Visitors Information Centre and opening day will be sometime in the first week of June.• Final Grant reports have all been submitted for grants we received in 2020/2021. There is some finish work still to come on the gateway project (landscaping, benches etc.)• The “Find your Fresh” marketing campaign is being carried forward in 2021 with some marked improvements. Kentville will have a presence in this year’s Saltscapes Food and Travel Guide as well as the SEA NS Staycation Travel Guide Publication from Metroguide. More to come!• Prompted in part by the Human Rights training received this year, extensive research is being conducted by the CEDC to ensure marketing campaigns by the Town of Kentville are representative of all people and promote equity representation in our community. The CEDC is conducting extensive research on best practices in the areas of inclusive photography, diversity in advertising, diversity in storytelling, inclusive language, and consent. All town marketing campaigns including tourism and resident/business recruitment campaigns will prioritize diversity and inclusion during the design phase to ensure that final images and marketing spreads are representative of all people in Kentville. There will be more efforts made in this area as the year unfolds, including the development of a more robust and inclusive image library for the Town.
Projects & Beautification	<ul style="list-style-type: none">• The new branded banners for Centre Square were installed last week and feedback has been positive to date. New umbrellas, seating, planters, and lighting are also on the list for later in the spring once the budget has been finalized.

	<ul style="list-style-type: none"> Equity and inclusion will be top of mind as the physical space in Centre Square continues to develop. For example, we have scrapped the original plan for Adirondack chairs and are opting for seating designed to be more accessible for all, signage will be designed for everyone and be easy to see/read, and improved lighting will make the space easier to travel through at night and add to the overall safety of the space.
Tourism /events	<ul style="list-style-type: none"> Programming for Centre Square is being planned now, including discussions with KBC about the "Under the Gazebo" series that was piloted last year to the delight of many residents and visitors. More info to come as planning and scheduling continues, and we will place a high priority this year on ensuring the programming is as inclusive as possible from an accessibility and equity perspective. TOK staff are working with the organizing committee of the Devil's Half Acre Motorcycle rally to offer a one day pre-registered "Poker Run" event in June that will start and end in Downtown Kentville. The tentative date is June 19th, more details to come as planning continues with the group. COVID-19 health protocols will be in place and the group is committed to running a safe and fun event for everyone. The event will serve to keep the DHA top of mind with audiences so that momentum is not lost before we can rebound with a full rally schedule again in 2022. There are also plans to donate portions of proceeds to local charities.
Other	<ul style="list-style-type: none"> Interest remains high in the Kentville Business Park lands and the CEDC continues to market the available properties and promote the park whenever there is an opportunity. Interest also remains high in downtown spaces. Kentville is very desirable for start ups currently! KBC heard back from the edible trees grant program and unfortunately did not secure funds for the project this round. The award committee did send along some very positive feedback about the project idea and the application itself explaining it was only a matter of too many applicants and not enough funds. The group was encouraged by the committee to re-apply in the fall, which we will do! Thanks to Executive Director Genevieve Allen Hearn for the work on this grant proposal on behalf of KBC and the Town.

	<ul style="list-style-type: none"> • A grant proposal for a downtown comfort station was also submitted with KBC as the lead organization and the TOK as supporting. We expect to hear back about that proposal sometime in April.
Meetings and Events	<p>March 2021</p> <ul style="list-style-type: none"> • Regular weekly radio spots on AVR (8:40am each Tuesday) • STORM – Strategic Operations Related to Media (weekly or by-weekly as needed) • NS Business and Labour Economic Coalition (weekly, CEDC attends when time permits or when big news is expected) • Transforming Public Spaces to respond to COVID-19 (webinar) • Business Supports Team Meetings, Valley REN (Bi-weekly has now changed to once monthly) • Human Resources Training (day 2 of 2 complete) • KBC Special Events Committee (2 meetings in March) • KBC Board of Directors (Monthly)

Respectfully Submitted,

Lindsay Young,

Community & Economic Development Coordinator

Presented on April 12th, 2021
 Submitted by Rachel Bedingfield
 Director of Parks and Recreation

Recreation is the experience that results from freely chosen participation in physical, social, intellectual, creative, and spiritual pursuits that enhance individual and community wellbeing.

- National Framework for Recreation in Canada

Facility Related	<p>Kentville Parks and Trails</p> <ul style="list-style-type: none"> Our parks are currently closed due to the wet conditions, however the trails at the Gorge, Miners Marsh, Harvest Moon and the Ravine remain open for usage. <p>The Kentville Centennial Arena</p> <ul style="list-style-type: none"> The arena officially closed for the season on April 3rd. Despite an unprecedented season our Department was able to support several community sports clubs, school teams, and public skates. <p>The Kentville Recreation Center</p> <ul style="list-style-type: none"> The Recreation Center continues to accept bookings, and we continue to adjust based on the current Public Health restrictions.
Programs and Operations	<p>Programs:</p> <ul style="list-style-type: none"> Memory Cafes NS has had their third virtual café in 2021. The last session is scheduled for the end of April. All fitness classes, including pickleball, senior's fitness, chair yoga, rug hooking, Pilates are continuing with restrictions. Registration continues to be fill quickly, with some sessions needing to be repeated to meet the demand. We have added many items to the Equipment Loan Program, including a new sit-ski that we are excited to add to our adapted equipment collection.

	<p>💡 Our popular Trailblazers and Forest Play sessions will be starting again, a sure sign of Spring!</p> <p>Operations:</p> <p>💡 Julia Stephenson, our Active Living Community Coordinator has left us to pursue new opportunities. We are sad to see Julia go; she brought with her a heightened level of professionalism and community awareness that proved invaluable. In her place as interim Active Living Community Coordinator returns Lydia Broderick who filled in for Julia while she was on maternity leave. Already understanding the position and the various community partners involved, Lydia has been able to hit the ground running, bringing her enthusiasm and vision that we have come to depend on.</p>
Capital Projects	<p>Recreation Center:</p> <p>💡 Work on the Recreation Center is ongoing.</p> <p>Dog Park:</p> <p>💡 We have completed our due diligence and are waiting to hear back from the Department of Agriculture.</p>
Public Engagement/ Community Events	<p>Community Events:</p> <p>💡 March Break activities included two sessions of Walk and Play which took place at Miner’s Marsh and The Gorge, Mother and Daughter Squash “try-it” program, a Trail Scavenger Hunt, a Curling “Try It” program, Family Zumba Class and three Public Skates. The sledding event was cancelled due to poor weather conditions.</p> <p>💡 Hop into Kentville events were extremely successful. Events included the very popular Colorful Moonlit Walk, The Parks and Trails Egg Hunt and the Downtown Egg Hunt Bingo hosted by KBC. Unfortunately, the Glow in the Dark Egg Hunt was canceled due to poor weather conditions.</p>
Meetings and Events	<p>💡 Homeless No More</p> <p>💡 Department overview with CAO</p> <p>💡 Kings County Youth Working Group</p> <p>💡 Senior Advisory Committee</p> <p>💡 Personnel Meetings</p> <p>💡 Department Meetings</p> <p>💡 COVID response research project</p>

	<ul style="list-style-type: none"> 🔗 CPCIL Project Meeting 🔗 Kentville Re-Sport Project 🔗 Summer Planning 🔗 TOK Accessibility Meeting 🔗 Council Advisory Committee Meeting 🔗 Provincial Inclusion and Access Committee 🔗 ICIP Grant Application Meeting
Council Related	<p>Council Priorities:</p> <ul style="list-style-type: none"> 🔗 <i>Accessibility Plan:</i> The Accessibility Committee will be bringing the final plan to council for approval at the May CAC. <p>Grants:</p> <ul style="list-style-type: none"> 🔗 <i>ICIP Grant:</i> There are no updates currently.

Town of Kentville

Office of the Chief of Police

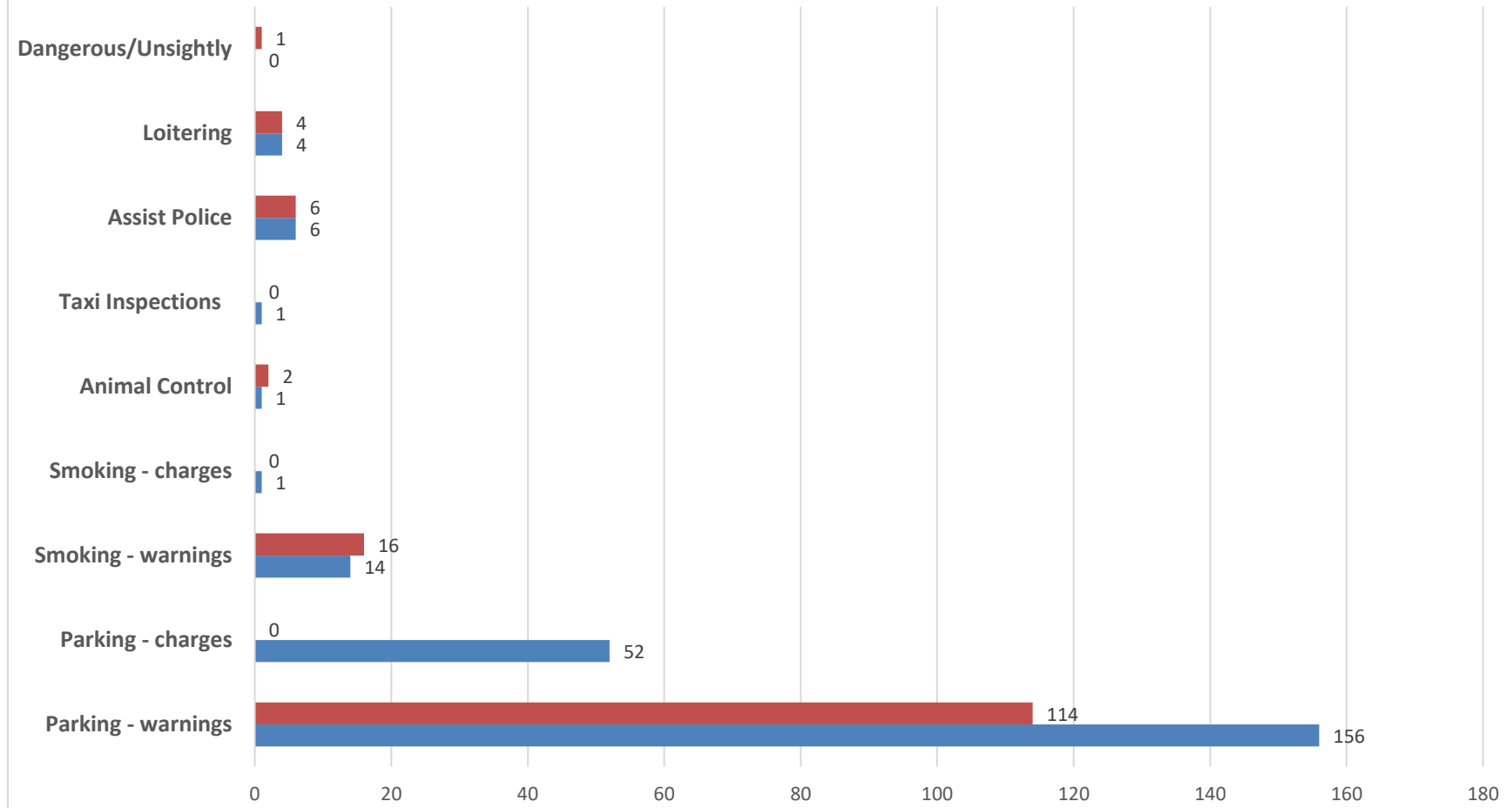
March 26, 2021



Administration	Time	January	February
	Auxiliary off. hours	27	
	Training hours	176	192
	Veh. Cks 38's	140	123
	Warning tickets	22	26
	SOT Tickets	36	31
	Foot Patrol Hours	83.5	123.5
	CC Charges	14	25
	Calls for service	311	336
Training	<ul style="list-style-type: none">• Human Rights training – 7 Members attended• Firearms & C8 Training• Phased interview training		
Meetings	<ul style="list-style-type: none">• Feb 1 – Homeless no More• Feb 2 – Connect Protect zoom call• Feb 3 – Meeting with Bridgewater Chief• Feb 4 – Meeting with Municipal Chiefs regarding Covid• Feb 4 – Alert Ready meeting• Feb 5 – Meeting DOJ – AOP director• Feb 8 – CAC• Feb 9 – Diversity Inclusion online presentation• Feb 9 – Online meeting with Dr. Strang• Feb 9 – Zoom meeting with DOJ – vaccinations• Feb 10 – CISNS meeting• Feb 17 – meeting with Innes Scholarship group• Feb 18 – Alert Ready meeting• Feb 19 – Online meeting with Dr. Carmen Gill – UNB regarding IPV		

	<ul style="list-style-type: none"> • Feb 20 – Wortley Research Committee • Feb 22 – CACP – strategic planning meeting • Feb 23 – Human rights training • Feb 25 – Meeting with Hfx Chief & RCMP C/Supt
Staffing	<ul style="list-style-type: none"> • Nothing to report

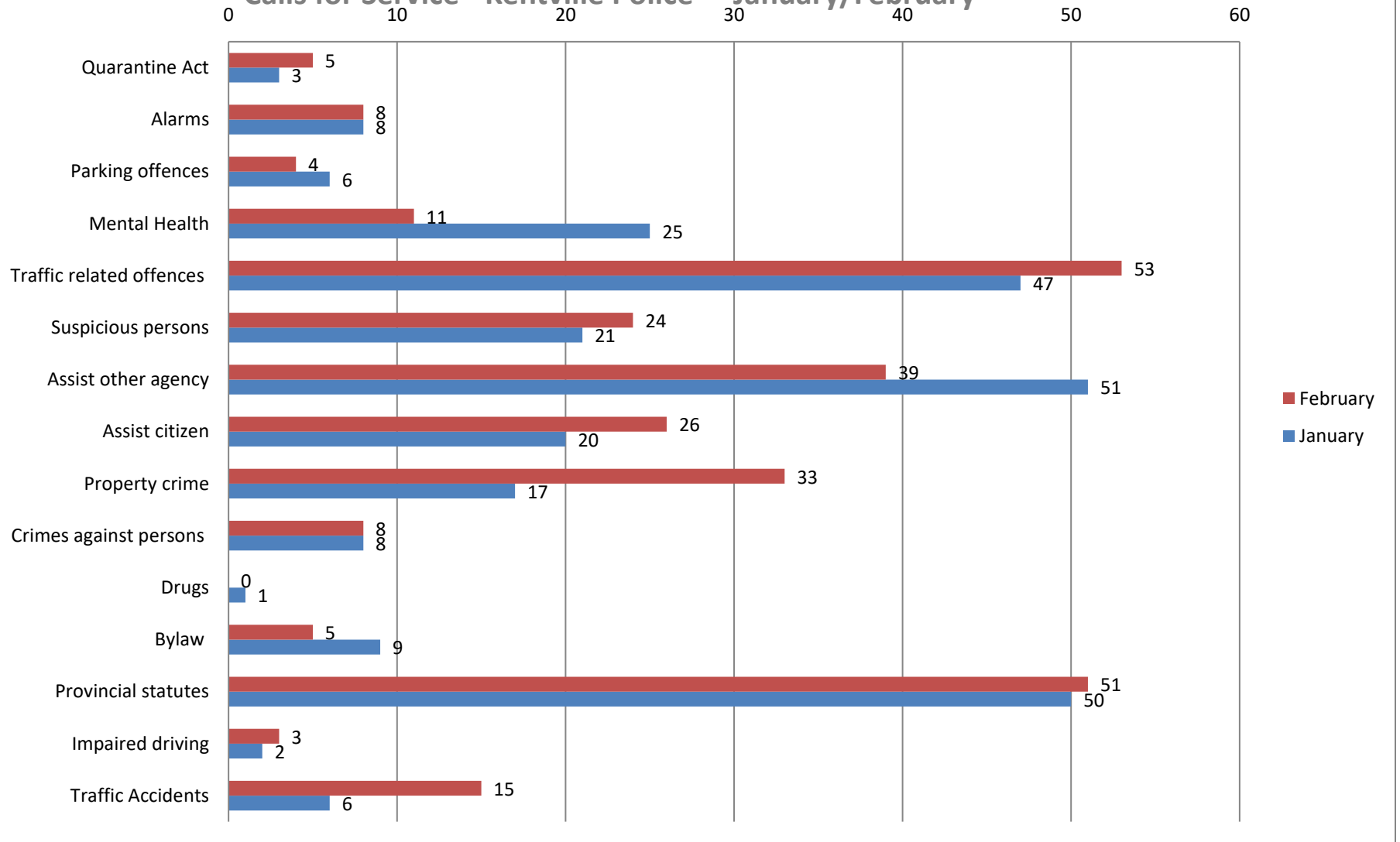
By-Law Report - Jan/Feb



January

February

Calls for Service - Kentville Police - January/February



February 336

January 311

Town of Kentville

Department of Engineering & Public Works

Report to CAC – April 12, 2021

Submitted by: Dave Bell, Director of Engineering & Public Works



Administration	<ul style="list-style-type: none">Meet weekly with Public Works crew to discuss ongoing works & maintenance issues and talk daily with PW foremen to inform them of resident calls, concerns, or complaints.	Highlights
Programs and Operations	<ul style="list-style-type: none">Submitted 2021/22 Operating & Capital Budgets for Transportation, Water & Sanitary Sewer to Finance Department in preparation for our budget meetings.In 2019 Nova Scotia Environment sent a letter to the Town informing us that during a routine review it was discovered their environmental / brownfield file on the Skate Park property at the corner of West Main Street & Gary Pearl Drive was never properly closed. I am pleased to report that after a few meetings, monitoring wells and reports they have closed their file on this site. This will now allow us to plan for the next phase of the Skate Park Project.	Highlights 2021/22 Budgets
Projects	Public Works <ul style="list-style-type: none">We completed the interviews for the Downtown Maintenance Position last week and have offered the successful candidate the probationary position and expect them to start within the next two weeks.Patch Paving Tenders have been posted to our procurement page and will close the 4th week of April. Typically, local asphalt plants open the second half of May.	Highlights Downtown Maintenance Position Patch Paving

CAO Report to Council

April 12, 2021

Budget – Presentation and documentation regarding the Towns operational budget is complete. Special meeting Wednesday April 14th for council's review.

Accessibility – Revised report from the committee with the plan to present to council in May.

Inter Municipal Service Agreement (IMSA) Review – CAO's have been meeting to prepare for April meeting of mayors to review IMSA's.

Strategic Planning – Received feedback from councilors regarding strategic initiatives. Summarizing these for a Strategic Planning Session with Council.

Municipal Planning Strategy (MPS) Review – planning for a stand alone meeting later this month to discuss a number of language and parameter changes to the existing MPS.

Farmers Market – Met with and finalizing an agreement with the Farmers Market for the coming season.

Devil's Half Acre – Initial planning session to see if a small event or a poker run can happen this year.

Mentoring Plus Update – Orientation for retirees looking to mentor on March 10th and March 24th, future sessions on April 7th and 21st. The first one on one mentoring session with a student completed March 22nd with great feedback. Website is now up and running.

Meetings – Virtual meeting with the Investment committee, and Regional Economic Recovery. In person meetings with a number of local businesses, the Youth Portal, and Regional Sewer Committee (budget). Human rights training and attended an in Greenwood with the 14 Wing Outreach luncheon.

Summary of Correspondence: Completion of Skatepark

From March 28 to April 8, 2021, the following letter was sent to the Mayor and Council 80 times:

To the Council and Mayor of Kentville,

The Kentville Skatepark is an important accessible recreation location for residents of Kentville, the Annapolis Valley, and beyond. Dr. Matthew MacLeod will be presenting to Council on April 12 about the completion of the park with the originally designed, and funded bowl. A bowl is a unique element compared to the street course that is there. It will draw new and different users and create new challenges to the users who already enjoy the park.

I enthusiastically support this project, and do hope that the town will be able to break ground on the skatepark bowl in 2021.

Thank you for your support of recreation opportunities in the Annapolis Valley.

Additional comments to this form letter included:

“As a personal addendum, I am a 46 year old skateboarder with two children who skateboard. We live in Middle Sackville and I can guarantee that a bowl would bring my whole family to skateboard and spend money eating in the town.”

“Thank you for listening to our skateboarding family. The willingness to accommodate the “bowl skaters” into your park is really appreciated.

The truth is that bowls are really difficult to “get right”. The design and layout needs care and attention. A great bowl will challenge and reward, offer growth and opportunity for skaters of all ages and skill. (I enjoy watching skaters much older and younger than my 41 years, every time I skate).

I would caution against mediocrity. A bowl isn’t a universal space for all sports, it needs to be a bowl. Build the best you can, let the developers really express their love for the art of bowl building. I promise that you will gain a real respect for the bowl riding community. This includes scooters, BMX, roller skaters and skaters.

We love to support and encourage each other! Come on out and see why bowl people are just different and make a great addition to the skatepark community!

Working in unity, with purpose, please consider that your contribution to skateboarding history really does matter. We are a family, a tribe, we want to share and help each other, cheer one another and celebrate success.

Let us celebrate with you, thanks!”

“Below is the form letter from this campaign, my kids would be thrilled to see the bowl installed. It's a great park and we love using it. However something also needs to be done about the lack of bathroom. The recreation hub bathrooms are too far away, they don't get used. I constantly witness people peeing in the bushes right beside the park (not something my kids or I need to see) or crossing the road to those bushes. Parents of young children can't pack everything up to run to the hub with kids, or leave them behind to go themselves. It's so inconvenient that there are no bathrooms. I'm sure I'm not the only mother who sits at the park desperately needing to pee convincing kids It's time to leave early because I need to go find a bathroom! Anyway, I support adding new elements, but I also hope the addition of even a porta potty is considered too!!”

“As an original member of the Kentville Skateboard Association efforts beginning in the 1990s, I cannot overstate how much joy it brings me to enjoy skateboarding in my hometown with my 3 children. I get daily updates of the park use from my children's bus ride home and early morning weekend wake ups that are emphatic "Dad, can we go to the park before it gets too busy ?". This truly is a success on every measure.

I commit to taking care and providing all that I can to the park and the many many people who use it. The bowl is a required component that will absolutely complete a successful project with a cherry on top that will continue to provide joy for decades.

Thanks for all that you've done T.O.K. Please consider finishing the parks bowl and any help I can offer, do not hesitate to ask.

I enthusiastically support this project, and do hope that the town will be able to break ground on the skatepark bowl in 2021.

Thank you for your support of recreation opportunities in the Annapolis Valley.”

“As the founder of Girls on Boards, a local youth empowerment non profit, I support this application completely - we have offered skateboarding programs for girls on this park and have plans to create more programs for girls on boards in the area. Our goal is to help make skateboarding a safe, inclusive and welcoming sport for both girls and boys.”

“The completion of the bowl at the skatepark will increase the skill development of all users of the skate park and also help free some critical traffic areas. This gives users the opportunities to try new features and develop new skills.”

“While I no longer reside in Kentville, I still make visits to the park as it really is top notch and I make sure to wet my whistle at the many town watering holes, spending money locally.”

“As a social worker in Kentville would love to go after work and be able to rollerskate after work close to the office.”

“My name is Doug Morrison and I've been skateboarding for 34 years. It's something that I've done on my own as well as working with different cities building parks and providing lessons.

April 12, 2021



I currently run a small company called Good Vibes Skateboard Ramps. I see that skateboarding, scootering and biking are rapidly growing in popularity and we need to provide the facilities to allow these individuals to get out and enjoy a wonderful pass time.

Let's complete the Kentville park and show other communities how amazing having a world class skatepark can be."

"I personally think it is an awesome addition to the kentville skate park, especially for our older local riders who grew up riding the new minas bowl!"



**Municipal Affairs
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

MAR 11 2021

Mayor Sandra Snow
Town of Kentville
354 Main Street
Kentville, NS
B4N 1K6

Dear Mayor Snow:

As the new minister of Municipal Affairs, I want to take a moment to introduce myself and let you know how honoured I am to be able to work with you to make our communities stronger, better places to live.

As municipal leaders, I want to hear from you, and I expect us to remain in close contact. My door will always be open, and my phone will always be on. We need to have an open and honest dialogue if we are going to make sure Nova Scotians have the programs and services they need. You can reach me by phone via my assistant Jacinda Jennings at: (902) 424-5550 and by email at dmamin@novascotia.ca.

To start, I will be scheduling bi-weekly open video calls with all our partners. We will talk about the things you want to talk about, and I expect you to challenge me on the issues we will face together. As a new minister, I will be relying on your advice and expertise. I want to listen to your ideas, and in the very near future I will be making my way around the province to visit as many of your communities as possible.

I know I will be well supported by our new Deputy Minister, Justin Huston, and Associate Deputy Minister Mark Peck. Justin is an integral and highly regarded member of the province's leadership team. He's spent nearly 20 years working for the provincial government, including serving as CEO of the Office of Aboriginal Affairs since 2016 and the Deputy Minister of Communities, Culture & Heritage since 2018. In addition to Municipal Affairs, Justin will continue as CEO of the newly named Office of L'nú Affairs. I'm sure most of you know Mark well and will be pleased to know that we will continue to have available to us his more than 30 years of public service experience, as well as his knowledge of every corner of the province.

Our new Premier has a dynamic and prosperous vision for Nova Scotia, and Municipalities are at the core of that plan. We need your support to ensure our province recovers from the economic impact of the global pandemic, and all Nova Scotians benefit from a cleaner healthier future.

Sincerely

Brendan Maguire
Minister Municipal Affairs

c NSFM, AMA

COUNCIL ADVISORY COMMITTEE – REQUEST FOR DECISION

KENTVILLE TOWN COUNCIL

Name:	Councilor Zebian		
Date:	April 11 th , 2021	Date Submitted:	April 12 th , 2021

Request for Decision - Initial

Detail	Synopsis		
Decision Requested:	To Waive Interest Charges.		
Background: What? Who? How? When?	<p>Kentville Silver Gliders have contributed to the Town of Kentville for 40 years, renting the Town's rink and keeping our youth active. They are non profit and the registration fees they collect cover 2/3rd's of their costs to deliver this program. Due to the pandemic this year, they had a cap on the number of skaters and had to turn many away. They weren't able to hold any of their fundraisers, ice shows and competitions due to the pandemic. These all contribute to the costs for this program. They typically pay the Town of Kentville \$50,000 to use our rink. For the year 20/21, they were billed \$48,025.75. They still owe the Town approximately \$7,110. Since February, the Town of Kentville has been charging 2% interest. They were charged \$136.80 in interest fees. Their outstanding amount is due April 30th and consequently, more interest will be charged.</p>		
Budget:	Yes <input type="checkbox"/> No <input type="checkbox"/>	Policy:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Desired Outcome:	<p>This interest charge only adds to their deficit. I believe that in light of the decades they have devoted to teaching young people to skate and their devotion to Kentville, we should waive the interest charges on their balance. I would like to make a motion to waive the interest charges regarding the outstanding balance owed by the Kentville Silver Gliders for the 2020/2021 year.</p>		
CAO Comments:			
Recommendation:	Report/Document: Attached <input type="checkbox"/> Available <input type="checkbox"/> Nil <input type="checkbox"/>		

Request for Decision – Staff Input

Detail	Synopsis
Department:	
Decision Requested:	
Background:	
Budget:	



COUNCIL ADVISORY COMMITTEE – REQUEST FOR DECISION

KENTVILLE TOWN COUNCIL

Staff Workload:	
Policy:	
Public Interest:	
Strategic Implication:	
Response Options:	
Preferred Strategy:	
Implications:	General: Consequence to community, overall organization or other agencies
	Organizational: Policy change or staff work load requirements
	Financial: Current and Future Budget implications
	Follow-up Action: Timelines, decision-making milestones and key products
	Communications: Strategy to inform, consult or involve stakeholders
	Other Comments: By others Reviewing this RFD