



# **TOWN OF KENTVILLE COUNCIL ADVISORY COMMITTEE February 13, 2023 AGENDA**

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, January 9, 2023**
- 4. PRESENTATIONS**
  - (a) Kentville Business Community Annual Report – Paul Dixon**
  - (b) Assessment Services – Paul Beazley**
- 5. DEPARTMENT REPORTS AND RECOMMENDATIONS**
  - (a) Finance**
    - 1. Director’s Report**
  - (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) None.

**8. NEW BUSINESS**

(a) None.

**9. PUBLIC COMMENTS**

**10. IN-CAMERA**

(a) Legal – Personnel

**11. ADJOURNMENT**

# DRAFT



TOWN OF KENTVILLE  
COUNCIL ADVISORY COMMITTEE  
Meeting Minutes: January 9, 2023  
**Town Hall, 354 Main Street, Kentville Nova Scotia**

This meeting was held in person in Town Hall and was 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:

## 1. 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
- Jason Bethune, Technology
- Geoff Muttart, Solicitor

## REGRETS

None.

## DECLARATIONS OF CONFLICT OF INTEREST

None.

## 2. APPROVAL OF THE AGENDA

Addition under In Camera – 10.a Contractual  
Addition under In Camera – 10.b Job Posting

**It was moved that the agenda for the Council Advisory Committee meeting of January 9, 2023 be approved as amended.**

# DRAFT

## MOTION CARRIED

### 3. APPROVAL OF THE MINUTES

(a) Council Advisory Committee, Meeting Minutes, December 12, 2022.

Item 8.a should reflect that the concerns were specific to Paula Huntley.

**It was moved that the minutes from the Council Advisory Committee meeting held on December 12, 2022 be approved.**

## MOTION CARRIED

### 4. DEPARTMENT REPORTS AND RECOMMENDATIONS

#### (a) Finance

##### (1) Directors Report

CAO Troke presented the report for the period ending December 31, 2022. To this date, overall revenue exceeds the benchmark (75%) at 90.5% and overall expenditures are slightly above the benchmark at 78.6%.

*See report for more information.*

##### (2) Withdrawal from Town Capital Reserve

CAO Troke presented the report requesting Council approval to withdraw \$118,793.49 from the Town's Capital Reserve to support the purchase of vehicles, equipment, building upgrades and a number of other items.

*See report for more information.*

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

#### **That Council Advisory Committee recommend**

To the January 30, 2023 meeting of Council

**That Council approve a withdrawal of \$118,793.49 from the Town of Kentville Capital Reserve – General Allocation.**

#### **MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

#### (b) Planning and Development

##### (1) Department Report

CAO Troke presented the planning report for December 2022. Highlights included a building valuation of \$20,999,347 for the year thus far. The report also included subdivision applications, civic addressing and project updates.



# DRAFT

*See report for more information.*

Discussion

- Concerns about the MacDougall Heights development and how staff are addressing concerns. A public hearing will be scheduled soon for the public to express their concerns, and will be held in a larger space and also online.

**(2) Cash in Lieu for Parking**

CAO Dan Troke described the cash in lieu of parking for developers, and the need to increase this amount.

*See report for more information.*

Discussion

- Staff will calculate the number of parking spaces leased by the town in the downtown core.

It was moved by Councillor Andrew Zebian and Councillor Gillian Yorke

**That Council Advisory Committee recommend**

To the January 30, 2023 meeting of Council

**That Council approve the annual structural cost increase to the parking space calculation to be changed from \$1,650 to \$2,500**

**MOTION CARRIED**

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

**(3) Community and Economic Development Report**

CAO Dan Troke submitted this report for December 2022. Highlights included a survey for business park owners, results of the “It Feels Like Christmas” campaign, and grant applications for summer students.

*See report for more information.*

**(c) Parks and Recreation**

**(1) Director’s Report**

Director Bedingfield presented her report for December 2022. Some of the highlights included replacement of the bridges along the Harvest Moon Trail, and accessibility committee focus on transportation.

*See report for more information.*

# DRAFT

**(d) Police Report**

**(1) Chief’s Report**

Chief Jim Butler had no reports to submit as the Police Commission has not met. The Department of Justice training was completed in early January for all Board of Police Commissioners members.

**(e) Engineering and Public Works**

**(1) Director’s Report**

Director Dave Bell submitted his report for December 2022. Some of the highlights included repair and lowering of a pump, winter operations mode for the public works crew, and an update on the Kentville Bridge lighting.

*See report for more information.*

**(f) Administration**

**(1) Chief Administrative Officer’s Report**

CAO Dan Troke submitted his report for December 2022. Highlights included pension and benefits sessions with staff, boundary review approval by the UARB, and meetings relating to permitting and inspection review.

*See report for more information.*

Discussion

- Concerns about the hiring committee for the Director of Finance.
- Concerns about approval of the Human Resource Manual for staff.

**(2) Kentville Business Community**

CAO Dan Troke submitted the report describing the economic development levy applied to property taxes, and the funding provided to the Kentville Business Community. Deputy Mayor Cate Savage, representative from the KBC Board, expressed support for providing the full amount collected from the levy provided directly to KBC. Council expressed that they would like to see annual financials from KBC.

*See report for more information.*

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

**That Council Advisory Committee recommend**  
To the January 30, 2023 meeting of Council

**That Council direct the CAO to provide direction to Council at the January 30, 2023 Council Meeting for a funding agreement with KBC to include any outstanding funding payments.**

# DRAFT

**MOTION CARRIED**

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

**5. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS**

(a) **None.**

**6. CORRESPONDENCE**

(a) **Utility and Review Board – Boundary Review**

In December, the Town received confirmation that the electoral boundaries and the number of elected officials would remain the same.

**7. NEW BUSINESS**

(a) **Heritage Committee**

CAO Troke gave an update about the formation of a heritage committee, with new members being brought to Council for approval on January 30, 2023.

(b) **Request for Decision – Planning Committee**

Councillor Craig Gerrard described the coming growth in the town and the need for a committee to help guide the town and the Land Use Bylaw. Staff will start the process of building membership for this committee. Council has some concerns about establishing a Planning Committee before a Planning Director is hired.

**8. PUBLIC COMMENTS**

(a) **None.**

**9. IN CAMERA – Contractual and Personnel**

It was moved by Councillor Craig Gerrard and Councillor Paula Huntley

**That Council move into a closed session at 7:31 pm to discuss confidential matters relating to legal and personnel.**

**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 Councillor Paula Huntley

**That Council return to open session at 7:59 pm**

**MOTION CARRIED**

Councillors who voted in favour of this motion:

# DRAFT

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

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

**That CAC direct the CAO to sign and return the contract to secure the funding as directed in-camera.**

**MOTION CARRIED**

Councillors who voted in favour of this motion:

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

**10. ADJOURNMENT**

There being no further business to discuss,

**Council Advisory Committee adjourned at 8:01 p.m.**

**MOTION CARRIED**

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Minutes Approved by Town Clerk  
Dan Troke



# KENTVILLE BUSINESS COMMUNITY

Presentation for Council

February 13, 2023



Kentville **Business** COMMUNITY



# Mission

- KBC works to create a community which is supportive and welcoming to current and future businesses, professionals, and organizations, and to attract people to shop, use services, and spend time in Kentville.

## Strategic Pillars



- Engagement & Communication



- Marketing & Promotion

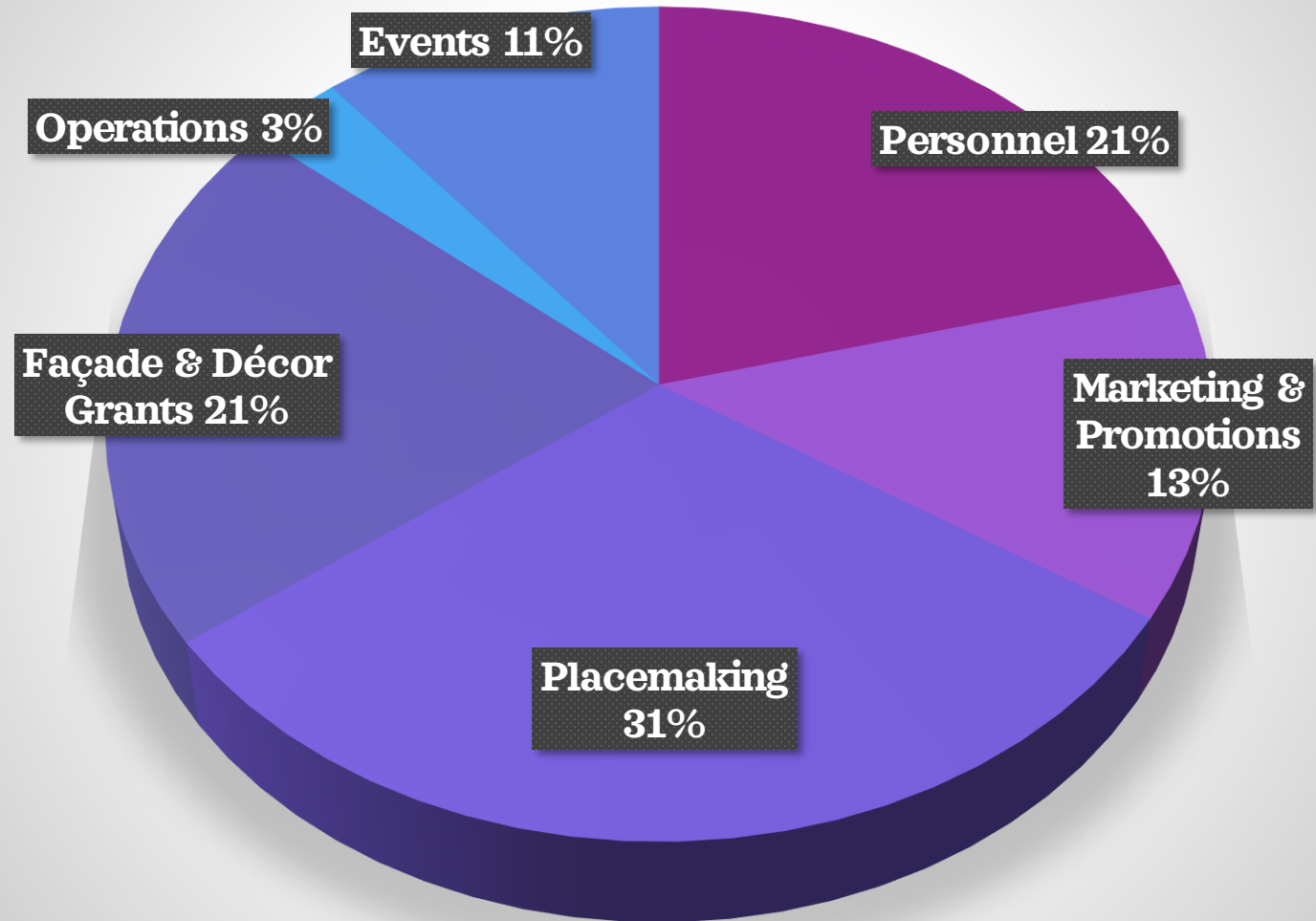


- Infrastructure & Investment

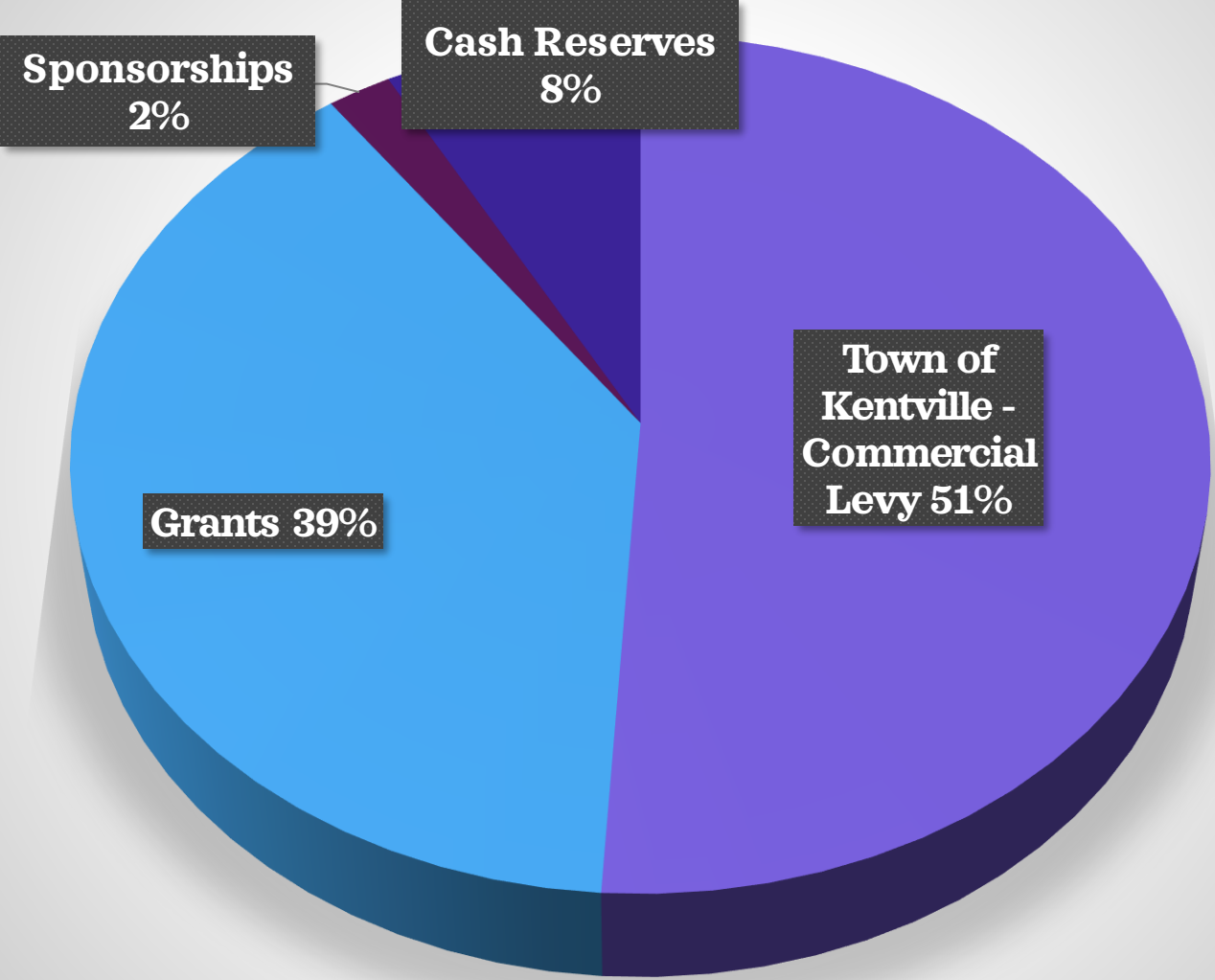


- Support & Recognition

# KBC Expenses 2022/23



# KBC Revenue 2022/23





# Personnel– 21%

Executive Director, Communications Coordinator, Summer Student

**VOLUNTEERS = FREE!**



# Façade & Décor Grants -21%





# Placemaking – 31%

ACOA & Develop NS Grants





# Community Events – 11%

Mural Festival, Harvest Festival, Holly Days Festival & Event Support





# Marketing & Promotions – 13%



**WE ARE**  
*Open*  
**In Kentville**

SHOPPING UNTIL 7PM ON  
THURSDAYS AT  
PARTICIPATING STORES  
NOVEMBER 24 – DECEMBER 22

EVERY THURSDAY ONE LUCKY EVENING  
SHOPPER WILL RECEIVE KBC DOLLARS TO  
SPEND AT KENTVILLE SHOPS!



**LEAVE YOUR HEART  
IN KENTVILLE**

Win \$1400 in KBC Dollars!

**Step #1:** Shop in Kentville **Feb 9th - 13th**  
**Step #2:** Write a 'love note' to Kentville or a Kentville  
business that you appreciate  
**Step #3:** Drop it in a participating store's  
Valentine's Box and watch KBC's Facebook page on  
February 14th to see if you won!

 Kentville Business COMMUNITY



Kentville Business Community  
Draft Operating Budget  
2023/2024

Revenue	2023/24 Proposed
Town of Kentville Core Funding	\$ 96,600
Town of Kentville Façade Funding	\$ 27,500
Cash Reserves	\$ 15,000
Grants	\$ 28,000
Sponsorships	\$ 8,000
<b>Total Revenue</b>	<b><u>\$ 175,100</u></b>
Expenses	
Administration	
Salary - ED	\$ 43,000
Employer Contribution CPP	\$ 2,500
Employer Contribution EI	\$ 800
Contract - Communications Coordinator	\$ 13,000
<b>TOTAL</b>	<b>\$ 59,300</b>
Marketing & Communications	
Print Advertising	\$ 4,000
Radio Advertising	\$ 3,000
Online Advertising	\$ 1,000
Promotions	\$ 2,500
Multimedia	\$ 5,000
Communications	\$ 500
<b>TOTAL</b>	<b>\$ 16,000</b>
Operational Expenses	
Bank Charges	\$ 350
Office Expenses	\$ 300
Telephone	\$ -
Travel	\$ 200
Website & Software Fees	\$ 2,500
Legal Fees	\$ -
Liability/Directors Insurance	\$ 1,000
Meals & Entertainment	\$ 300
Membership Fees	\$ 300
Postage	\$ 50
Accountant	\$ 2,600
Board Events/Meetings	\$ 500
Conferences & Events	\$ 1,200
Miscellaneous	\$ 500
<b>TOTAL</b>	<b>\$ 9,800</b>
Business Support	
Façade Improvement Program	\$ 20,000
New Business Incentive Program	\$ 7,500

<b>TOTAL</b>	<b>\$ 27,500</b>
Events/Seasonal Promotions	
Seasonal Décor Grants	\$ 13,000
Event Infrastructure	\$ 5,000
Event Implementation	\$ 18,000
#wearekentville bags	\$ 2,500
<b>TOTAL</b>	<b>\$ 38,500</b>
Infrastructure Support	
Comfort Station	\$ 20,000
Tree Planting	\$ 4,000
<b>TOTAL</b>	<b>\$ 24,000</b>
<b>Total Expenses</b>	<b><u>\$ 175,100</u></b>
<b>Surplus</b>	<b>\$ -</b>

DRAFT



# What's Next?

Makers & Changemakers Campaign, Comfort Station Support, Multicultural Festival



Thank you for your support!





Kentville Business Community  
**Operating Budget**  
 2022/2023

	Projected	Actuals 02/08/23
<b>Revenue</b>		
Town of Kentville Core Funding	\$ 92,000	\$ 92,000.00
Town of Kentville Façade Funding	\$ 27,500	\$ -
Cash Reserves	\$ 17,500	\$ 17,500.00
ACOA Main Street Grant	\$ 20,000	\$ 25,000.00
ACOA performance funding		\$ 50,000.00
Sponsorships	\$ 10,000	\$ 4,500.00
Develop NS Placemaking Grant		\$ 50,000.00
BID Grant		\$ 16,000.00
<b>Total Revenue</b>	<b>\$ 167,000</b>	<b>\$ 255,000.00</b>
<b>Expenses</b>		
Administration		
Salary - ED	\$ 31,200	\$ 28,700.00
Employer Contribution CPP	\$ 1,800	\$ 1,650.00
Employer Contribution EI	\$ 700	\$ 650.00
Contract - Communications Coordinator	\$ 13,000	\$ 12,000.00
Contract - Summer Student		\$ 3,500.00
<b>TOTAL</b>	<b>\$ 46,700</b>	<b>\$ 46,500.00</b>
Marketing & Communications		
Print Advertising	\$ 3,000	\$ 4,707.00
Radio Advertising	\$ 3,000	\$ 2,000.00
Online Advertising	\$ 1,000	\$ 1,000.00
Promotions	\$ 3,500	\$ 3,500.00
Multimedia Campaign	\$ 14,000	\$ 14,000.00
Communications	\$ 3,000	\$ 834.00
<b>TOTAL</b>	<b>\$ 27,500</b>	<b>\$ 26,041.00</b>
Operational Expenses		
Bank Charges	\$ 350	\$ 350.00
Office Expenses	\$ 300	\$ -
Telephone	\$ 300	\$ -
Travel	\$ 200	\$ -
Website & Software Fees	\$ 2,000	\$ 2,000.00
Legal Fees	\$ -	\$ -
Liability/Directors Insurance	\$ 1,000	\$ 1,000.00
Meals & Entertainment	\$ 500	\$ 500.00
Membership Fees	\$ 500	\$ 250.00
Postage	\$ 50	\$ 50.00
Accountant	\$ 2,600	\$ 2,600.00
Board Events/Meetings	\$ 500	\$ 300.00
Conferences & Events	\$ 1,000	\$ -
Miscellaneous	\$ 500	\$ 500.00
<b>TOTAL</b>	<b>\$ 9,800</b>	<b>\$ 7,550.00</b>

Business Support			
Façade Improvement Program	\$	20,000	\$ -
New Business Incentive Program	\$	7,500	\$ 2,000.00
<b>TOTAL</b>	<b>\$</b>	<b>27,500</b>	<b>\$ 2,000.00</b>
Events/Seasonal Promotions			
Seasonal Décor Grants	\$	10,000	\$ 21,500.00
Event Infrastructure	\$	6,000	\$ 5,500.00
Placemaking Projects	\$	-	\$ 75,000.00
Event Implementation	\$	13,000	\$ 19,000.00
#wearekentville bags	\$	2,500	\$ 2,500.00
Event Grants	\$	-	\$ 45,000.00
<b>TOTAL</b>	<b>\$</b>	<b>31,500</b>	<b>\$ 168,500.00</b>
Infrastructure Support			
Comfort Station	\$	20,000	\$ -
Edible Tree Planting	\$	4,000	\$ -
<b>TOTAL</b>	<b>\$</b>	<b>24,000</b>	<b>\$ -</b>
<b>Total Expenses</b>	<b>\$</b>	<b>167,000</b>	<b>\$ 250,591.00</b>
<b>Surplus</b>	<b>\$</b>	<b>-</b>	

Kentville Business Community  
**Draft Operating Budget**  
2023/2024

	2023/24 Proposed		2022/23 Budget
<b>Revenue</b>			
Town of Kentville Core Funding	\$ 96,600	\$	92,000
Town of Kentville Façade Funding	\$ 27,500	\$	27,500
Cash Reserves	\$ 15,000	\$	17,500
ACOA Comfort Station Funding	\$ 20,000	\$	20,000
Sponsorships	\$ 8,000		
Grants	\$ 8,000	\$	10,000
<b>Total Revenue</b>	<b>\$ 175,100</b>	<b>\$</b>	<b>167,000</b>
<b>Expenses</b>			
Administration			
Salary - ED	\$ 43,000	\$	31,200
Employer Contribution CPP	\$ 2,500	\$	1,800
Employer Contribution EI	\$ 800	\$	700
Contract - Communications Coord	\$ 13,000	\$	13,000
<b>TOTAL</b>	<b>\$ 59,300</b>	<b>\$</b>	<b>46,700</b>
Marketing & Communications			
Print Advertising	\$ 4,000	\$	3,000
Radio Advertising	\$ 3,000	\$	3,000
Online Advertising	\$ 1,000	\$	1,000
Promotions	\$ 2,500	\$	3,500
Multimedia	\$ 5,000	\$	14,000
Communications	\$ 500	\$	3,000
<b>TOTAL</b>	<b>\$ 16,000</b>	<b>\$</b>	<b>27,500</b>
Operational Expenses			
Bank Charges	\$ 350	\$	350
Office Expenses	\$ 300	\$	300
Telephone	\$ -	\$	300
Travel	\$ 200	\$	200
Website & Software Fees	\$ 2,500	\$	2,000
Legal Fees	\$ -	\$	-
Liability/Directors Insurance	\$ 1,000	\$	1,000
Meals & Entertainment	\$ 300	\$	500
Membership Fees	\$ 300	\$	500
Postage	\$ 50	\$	50
Accountant	\$ 2,600	\$	2,600
Board Events/Meetings	\$ 500	\$	500
Conferences & Events	\$ 1,200	\$	1,000
Miscellaneous	\$ 500	\$	500
<b>TOTAL</b>	<b>\$ 9,800</b>	<b>\$</b>	<b>9,800</b>
Business Support			
Façade Improvement Program	\$ 20,000	\$	20,000
New Business Incentive Program	\$ 7,500	\$	7,500

<b>TOTAL</b>	<b>\$</b>	<b>27,500</b>	<b>\$</b>	<b>27,500</b>
Events/Seasonal Promotions				
Seasonal Décor Grants	\$	13,000	\$	10,000
Event Infrastructure	\$	5,000	\$	6,000
Event Implementation	\$	18,000	\$	13,000
#wearekentville bags	\$	2,500	\$	2,500
<b>TOTAL</b>	<b>\$</b>	<b>38,500</b>	<b>\$</b>	<b>31,500</b>
Infrastructure Support				
Comfort Station	\$	20,000	\$	20,000
Tree Planting	\$	4,000	\$	4,000
<b>TOTAL</b>	<b>\$</b>	<b>24,000</b>	<b>\$</b>	<b>24,000</b>
<b>Total Expenses</b>	<b>\$</b>	<b>175,100</b>	<b>\$</b>	<b>167,000</b>
<b>Surplus</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>



TOWN OF  
KENTVILLE

FEBRUARY 13,  
2023



2023

ASSESSMENT ROLL

PROPERTY VALUATION SERVICES CORPORATION

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# AGENDA

- 
- About Property Assessment in NS
  - 2023 Assessment Roll
  - Capped Assessment Program

# ABOUT PVSC



Created under the *Property Valuation Service Corporation Act* and responsible for assessing all property in Nova Scotia as per the *Nova Scotia Assessment Act*



Municipally funded



Governed by a Board of Directors



Approximately 130 employees working remotely across 62 communities around Nova Scotia

# WHAT WE DO & DON'T DO

## PVSC does:

- Deliver an Assessment Roll to all 49 NS municipalities by December 31 each year
- Deliver ~630,000 Assessment Notices to NS property owners each January
- Administer the Capped Assessment Program (CAP) and Seasonal Tourist Business Designation program on behalf of the NS government

## PVSC does **NOT**:

- Have the authority to:
  - Set tax rates
  - Collect taxes
  - Create tax policy
  - Provide tax relief



# MARKET VALUE

The *Nova Scotia Assessment Act* requires that we assess property at market value:

*“... the amount which in the opinion of the assessor would be paid if it were sold on a date prescribed by the Director in the open market by a willing seller to a willing buyer”*

**AND**

*“The assessment shown on the roll shall be the assessment that reflects the state of the property as it existed on the first day of December immediately preceding the filing of the roll”*

## Assessment Act

CHAPTER 23 OF THE REVISED STATUTES, 1989

*as amended by*

1990, c. 19, ss. 7-34; 1990, c. 24; 1992, c. 11, s. 35;  
1993, c. 11, s. 53; 1996, c. 5, ss. 2, 3; 1998, c. 4; 1998, c. 13, s. 2;  
1998, c. 18, s. 547; 2000, c. 4, s. 4; 2000, c. 9, ss. 2(b), (d) &(e),  
3-5 & 8-19; 2000, c. 28, s. 2; 2001, c. 3, ss. 2, 3; 2001, c. 6, s. 98;  
2001, c. 14, s. 1; 2002, c. 15, ss. 1-3; 2004, c. 10; 2004, c. 24, s. 15;  
2004, c. 27, s. 12; 2005, c. 9, ss. 2-5; 2006, c. 15, ss. 2-6; 2006, c. 19, s. 53;  
2006, c. 24; 2007, c. 9, ss. 2, 3; 2008, c. 11; 2008, c. 36, ss. 2, 3;  
2008, c. 48; 2009, c. 8, s. 1; 2012, c. 16; 2019, c. 9, s. 7; 2019, c. 10



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Published by Authority of the Speaker of the House of Assembly  
Halifax

# IMPORTANT DATES

## BASE DATE

Value on **January 1, 2022**  
Based on sales that took  
place over the **2021**  
**calendar year**

*\*as per section 42 (2)*

## STATE DATE

The characteristics and  
physical state of properties  
on **December 1, 2022**

*\*as per section 52 (2)*

## ASSESSMENT ROLL

Delivery of Notices  
**January 9, 2023**

## APPEAL PERIOD

Appeals must be submitted  
within **31 days** of the  
Notice of Assessment  
delivery

BASE DATE:  
LOOKING BACK TO  
2021

April 20, 2021

allNOVASCOTIA

## Soaring Material Costs Aren't Slowing Builders

May 7, 2021

The  
ChronicleHerald

### Home prices and sales to remain high- CMHC

*Home prices could climb 14.4 per cent on average in 2021, the Canada Mortgage and Housing Corporation forecast in its spring market outlook.*

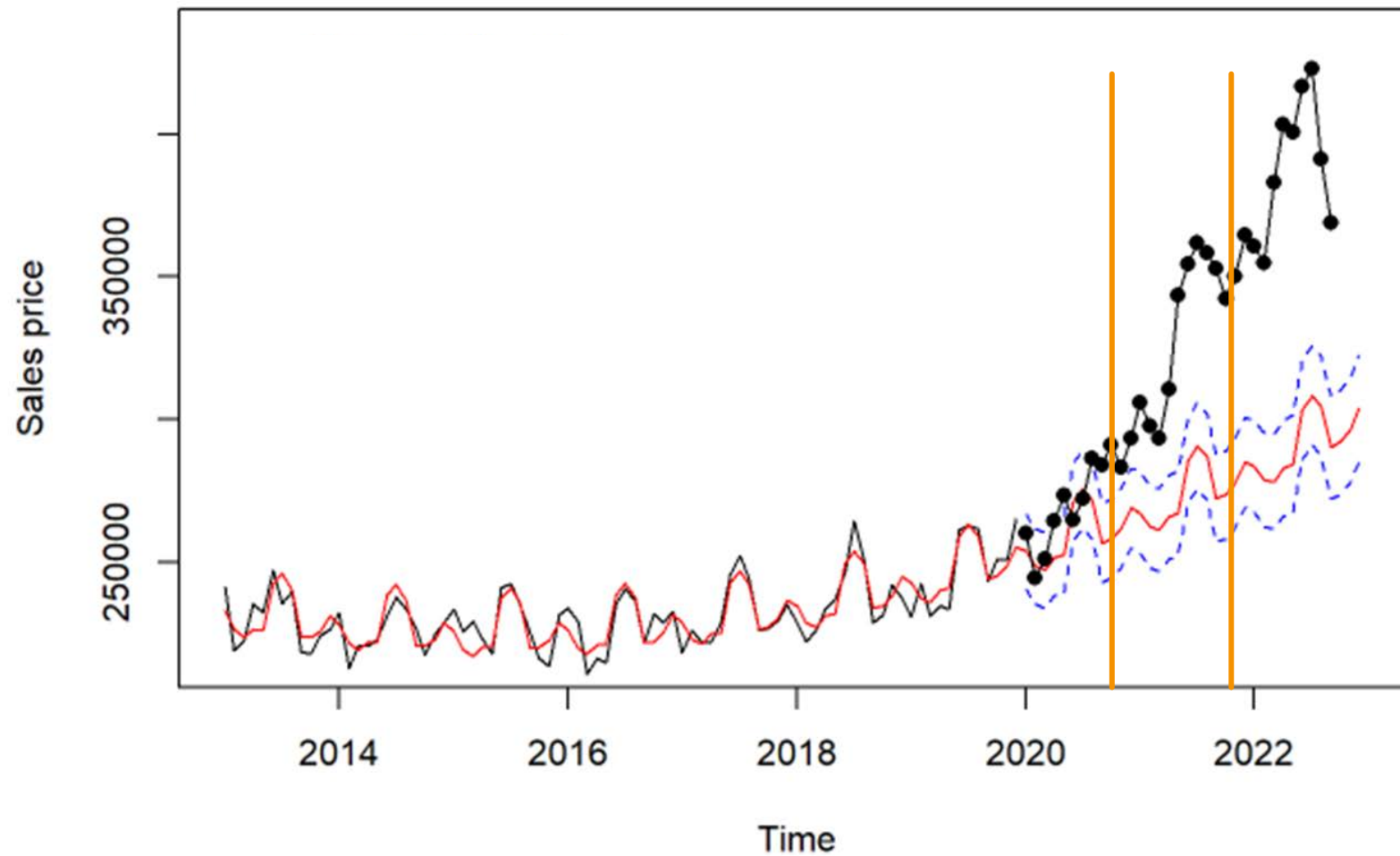
November 15, 2021

 CBC

This is the busiest year ever for the housing market, with prices up 18%

Average selling price rises to \$716,585 across the country

# DATA INSIGHTS: SALES PRICE



Data as of Dec. 15, 2022

# TOWN OF KENTVILLE

## 2023 ASSESSMENT



**\$824 Million**

total assessment value



**Residential  
Assessment**

**\$660,112,800** total residential  
**\$577,082,600** with CAP



**\$164,081,500**

**Commercial Assessment**

**65**

Permits



**240**

Property Transactions



**62**

Appeals in 2022



**2023 Assessment Roll Activity**

# CAPPED ASSESSMENT PROGRAM

Provincial legislation puts a “CAP” on eligible property which limits taxable value increases.

CAP rate is based on the NS Consumer Price Index (CPI), set by Stats Canada (2023 CAP 7.7%).

Account eligibility for CAP is determined by PVSC based on legislated criteria.

# UNDERSTANDING THE CAP

2023 PROPERTY ASSESSMENT				
Classification	Assessed Value	Capped Assessment	Acres	Taxable Assessed Value
RESIDENTIAL TAXABLE	\$416,800	\$372,300		\$372,300
<b>2023 TOTAL</b>	\$416,800	\$372,300		\$372,300

**Note:** The provincial government's Capped Assessment Program (CAP) places a 'cap' on the amount the *Taxable Assessed Value* for eligible residential property can increase year over year. If your property's *Assessed Value* is less than the *Capped Assessment*, the *Capped Assessment* field appears blank. Visit [pvsc.ca](http://pvsc.ca) for more information on the CAP.

# PVSC CONTACT INFORMATION

## Property Owners

**Phone:** 1-800-380-7775

**Email:** [inquiry@pvsc.ca](mailto:inquiry@pvsc.ca)

**Mail:** 6-15 Arlington Place, Truro NS, B2N 0G9

**Fax:** 1-888-339-4555 (within North America)  
1-902-893-6101 (outside North America)





QUESTIONS?



## **Town of Kentville**

### **Staff Report to Council Advisory Committee**

#### **Department of Finance**

#### **JANUARY 31, 2023**

#### **Attachments**

- Schedules A & B (Revenue and Expenditures) are included for the month ended January 31, 2023.
- Schedule C (Outstanding Taxation) is attached for the month ended January 31, 2023.
- Schedule D (Sanitary Sewer Area Service) is included for the month ended January 31, 2023.
- Schedule G - Capital Investment Plan for 2022/2023 is included for the year ended March 31, 2023.

#### **Analysis**

##### **Revenue (see Schedule A)**

If revenue were averaged evenly over the year 83.3% of the budget would be recorded. To January 31, 2023, overall revenue exceeds the average at 92.3% recorded.

##### **Expenditures (see schedule B)**

To date, overall expenditures exceed the benchmark at 87.2% expended. Some segments have exceeded the 83.3% guideline due to annual payments and bulk ordering of supplies.

##### **Summary of Outstanding Taxes (see Schedule C)**

Current tax levy outstanding at January 31, 2023 is \$50,469 in excess of the taxes levied (100.5% collected) (last year- 101.0% collected). Total property tax outstanding at January 31, 2023 is \$46,711 in excess of the amounts levied (100.4% collected) (last year—101.0% collected). Over collection of property tax levies is a result of rate payers making prepayments against their 2023/2024 levy.

**Town of Kentville Capital Investment Plan 2022/2023 (see Schedule G)**

The 2022/2023 capital investment plan is disclosed in Section G. Projects are budgeted at \$4.5 million. To date of writing, \$2,117,869 (46.6%) has been expended.

This concludes the monthly report from the Finance Department for January 31, 2023.

Respectfully Submitted,

Robin Paish  
Acting Director of Finance

**TOWN OF KENTVILLE OPERATING FUND**  
**January 31, 2023**

	<b>2022/23 BUDGET</b>	<b>2022/23 ACTUAL</b>	<b>% CONSUMED</b>
<b>TAXES (Including Industrial Park)</b>			
Assessable Property	9,983,000	9,978,283	100.0%
Resource	48,800	48,823	100.0%
Economic development	120,300	113,900	94.7%
	<u>10,152,100</u>	<u>10,141,006</u>	<b>99.9%</b>
<b>AREA RATES AND FRONTAGES</b>			
Area Rates	661,100	672,392	101.7%
Special Assessments	3,000	2,176	72.5%
	<u>664,100</u>	<u>674,567</u>	<b>101.6%</b>
<b>BASED ON REVENUE</b>			
Business property	35,500	34,307	96.6%
<b>TOTAL TAXATION</b>	<u>10,851,700</u>	<u>10,849,881</u>	100.0%
<b>PAYMENTS IN LIEU OF TAXES</b>			
Federal and Agencies	387,900	379,258	97.8%
Provincial and Agencies	164,800	0	0.0%
	<u>552,700</u>	<u>379,258</u>	68.6%
<b>SERVICES PROVIDED</b>			
Provincial government	136,600	94,607	69.3%
Local government - Recreation	93,300	53,291	57.1%
	<u>229,900</u>	<u>147,898</u>	
<b>SALES OF SERVICES</b>			
Agencies	<u>1,040,900</u>	<u>835,183</u>	<b>80.2%</b>
<b>OTHER REVENUE-OWN SOURCES</b>			
Fines, fees, permits	30,100	40,083	133.2%
Rentals	405,300	261,633	64.6%
Interest and penalties	92,000	180,907	196.6%
Return on investment	630,000	100,000	15.9%
Other	46,400	35,841	77.2%
	<u>1,203,800</u>	<u>618,464</u>	<b>51.4%</b>
<b>UNCONDITIONAL TRANSFERS-PROVINCE</b>	<u>220,900</u>	<u>190,821</u>	<b>86.4%</b>
<b>CONDITIONAL TRANSFERS</b>			
Federal	10,000	18,537	185.4%
Province	160,400	100,303	62.5%
Other	0	5,854	0.0%
	<u>170,400</u>	<u>124,694</u>	73.2%
<b>FINANCING AND TRANSFERS</b>			
From reserves	280,300	280,300	
	<u>280,300</u>	<u>280,300</u>	<b>100.0%</b>
<b>TOTAL REVENUE 2022/2023</b>	<b>14,550,600</b>	<b>13,426,498</b>	<b>92.3%</b>

**TOWN OF KENTVILLE OPERATING FUND**  
**January 31, 2023**

	<u>2022/23</u> <u>BUDGET</u>	<u>2022/23</u> <u>ACTUAL</u>	<u>%</u> <u>CONSUMED</u>
<b>GENERAL ADMINISTRATION</b>			
Legislative	272,400	217,510	79.8%
General Administration	1,523,700	1,349,261	88.6%
	<u>1,796,100</u>	<u>1,566,771</u>	87.2%
<b>PROTECTIVE SERVICES</b>			
Police - Core program	2,784,400	2,348,506	84.3%
Police - Sales of Service	171,600	102,764	59.9%
Law enforcement	205,600	144,619	70.3%
Fire fighting	861,100	859,473	99.8%
Protective services - debt charge	4,200	4,180	99.5%
Emergency measures & other	143,200	94,490	66.0%
	<u>4,170,100</u>	<u>3,554,033</u>	85.2%
<b>TRANSPORTATION SERVICES</b>			
Common services	1,170,200	1,051,469	89.9%
Road transportation	774,300	636,397	82.2%
Public transit	300,600	300,422	99.9%
Transport - debt charge	51,800	57,436	110.9%
Other transportation	94,000	58,424	62.2%
	<u>2,390,900</u>	<u>2,104,148</u>	88.0%
<b>ENVIRONMENTAL HEALTH SERVICES</b>			
Solid waste collection and recycling	<u>709,200</u>	<u>695,727</u>	98.1%
<b>PUBLIC HEALTH AND WELFARE</b>			
Public health and housing	<u>90,000</u>	<u>(10,151)</u>	-11.3%
<b>ENVIRONMENTAL DEVELOPMENT</b>			
Planning and zoning	240,200	166,083	69.1%
Other community development	442,300	382,896	86.6%
	<u>682,500</u>	<u>548,979</u>	80.4%
<b>RECREATION AND CULTURAL</b>			
Recreation-Administration	546,300	469,968	86.0%
-Programmes (net)	163,100	108,560	66.6%
-Facilities	668,000	606,819	90.8%
-Recreation debt charges	29,500	31,870	108.0%
Cultural	134,700	117,162	87.0%
	<u>1,541,600</u>	<u>1,334,379</u>	86.6%
<b>EDUCATION</b>			
	<u>1,622,000</u>	<u>1,352,746</u>	83.4%
<b>FINANCING AND TRANSFERS</b>			
Debt charges (principal)	833,100	833,060	100.0%
Transfers to allowances and reserves	715,100	715,100	100.0%
	<u>1,548,200</u>	<u>1,548,160</u>	100.0%
<b>TOTAL EXPENDITURE 2022/2023</b>			
	<u>14,550,600</u>	<u>12,694,793</u>	87.2%

SCHEDULE C

SUMMARY OF TAXES

COLLECTED AND OUTSTANDING

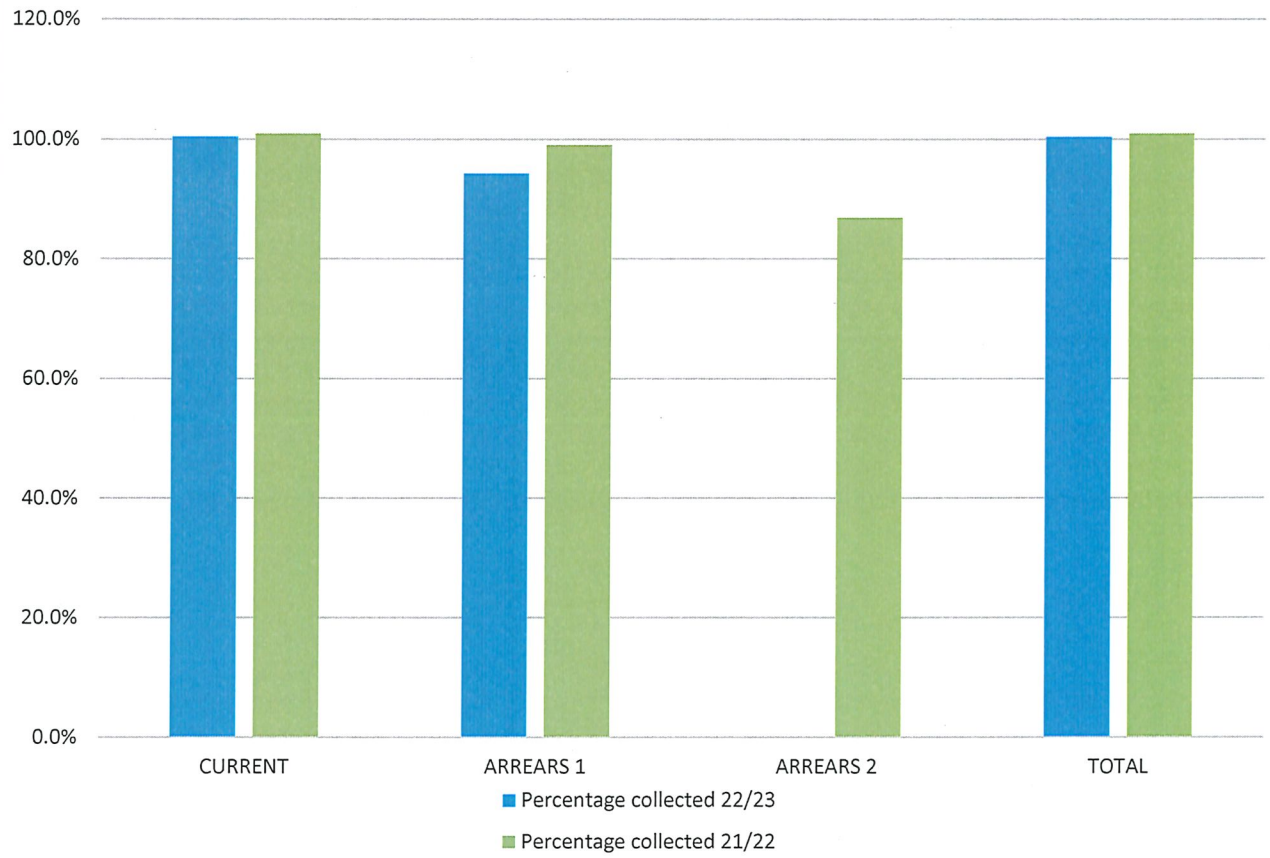
JANUARY 31, 2023

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 1/22	(316,849)	40,082	1,492	(275,275)
Billed 2022	10,817,586	0	0	10,817,586
22/23 net adjustments	(8,793)	0	0	(8,793)
<b>Total collectible</b>	10,491,944	40,082	1,492	10,533,518
<b>Total collected</b>	10,542,413	37,816	0	10,580,229
<b>Outstanding</b>	(50,469)	2,266	1,492	(46,711)

	<u>CURRENT</u>	<u>ARREARS 1</u>	<u>ARREARS 2</u>	<u>TOTAL</u>
Percentage collected 22/23	100.5%	94.3%	0.0%	100.4%
Percentage collected 21/22	101.0%	99.1%	87.0%	101.0%

### Town of Kentville Outstanding Taxes as at January 31, 2023



## Town of Kentville Operating Fund

January 31, 2023

## Sanitary Sewer Area Service

	Budget	Year to Date	% Consumed
<b>REVENUE</b>			
148-42-100 Sanitary sewer charges	1,351,200	951,542	70.4%
148-42-150 Interest	4,000	4,149	103.7%
148-42-190 Permits - sewer connections	2,000	825	41.3%
148-42-195 Miscellaneous revenue	0	0	0.0%
<b>Total Revenue</b>	<b>1,357,200</b>	<b>956,517</b>	<b>70.5%</b>
<b>EXPENDITURES</b>			
<b>Administration</b>			
148-42-211 Administrative	101,400	69,654	68.7%
148-42-231 Legal	0	310	0.0%
148-42-232 Audit	2,300	0	0.0%
148-42-250 Office	2,500	4,069	162.8%
148-42-260 Common service charge	30,000	30,000	100.0%
148-42-282 Vehicle expense	1,000	619	61.9%
148-42-283 Allowance for uncollectibles	0	0	0.0%
148-42-284 Other collection expenses	100	0	0.0%
148-42-285 Lease of equipment	1,000	940	94.0%
148-42-286 Interest on customer deposits	100	32	31.9%
148-42-287 Professional Studies	0	0	0.0%
148-42-288 Dues and fees	500	0	0.0%
148-42-289 Training	1,000	0	0.0%
148-42-887 Depreciation	142,600	142,600	100.0%
	<b>282,500</b>	<b>248,223</b>	<b>87.9%</b>
<b>Domestic Sewer Maintenance</b>			
148-42-311 Wages	28,300	30,305	107.1%
148-42-3XX Materials and supplies	38,000	43,971	115.7%
	<b>66,300</b>	<b>74,275</b>	<b>112.0%</b>
<b>Pumping Stations</b>			
148-42-411 Wages	15,700	8,283	52.8%
148-42-442 Insurance	15,300	16,163	105.6%
148-42-466 Operating	24,000	23,378	97.4%
148-42-480 Maintenance	12,000	4,024	33.5%
	<b>67,000</b>	<b>51,848</b>	<b>77.4%</b>
<b>Treatment &amp; Disposal</b>			
148-42-581 Agreement-Co. of Kings	884,100	631,350	71.4%
<b>Fiscal Services</b>			
148-42-882 Interest	9,500	12,201	128.4%
148-42-884 Principal	42,600	42,600	100.0%
148-42-886 Discount on debenture	1,800	1,616	89.8%
	<b>53,900</b>	<b>56,417</b>	<b>104.7%</b>
<b>Capital from Revenue</b>			
148-42-910 Sewer equipment	0	0	0.0%
148-42-920 Sewer renewal	0	0	0.0%
	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Transfer to Reserve</b>			
148-42-950 Transfer to reserve	0	0	0.0%
<b>Total Expenditures</b>	<b>1,353,800</b>	<b>1,062,114</b>	<b>78.5%</b>
<b>Excess Revenue (Expenditures)</b>	<b>3,400</b>	<b>(105,597)</b>	



TOWN OF KENTVILLE  
CAPITAL INVESTMENT PLAN  
YEAR 2022/23  
SUMMARY

	2022/2023 BUDGET	2022/2023 ACTUAL
	\$	\$
<b>PROJECTS</b>		
Gas Tax Infrastructure	976,800	832,286
Green Infrastructure Grant	1,280,100	146,385
General Administration	20,000	11,671
Protection	206,000	135,568
Transportation	850,500	460,405
Development	285,000	154,275
Recreation	926,200	377,280
<b>GRAND TOTAL PROJECTS</b>	<b>4,544,600</b>	<b>2,117,869</b>
<b>FUNDING</b>		
<b>OUTSIDE SOURCES</b>		
Other governments		
Federal- Green Infrastructure Funds	512,000	-
FCM- Municipal Asset Management Programme	24,500	49,050
Provincial - Green Infrastructure Funds	426,700	-
Province of Nova Scotia- DMHA	180,000	92,960
	<b>1,143,200</b>	<b>142,010</b>
Capital Contributions		
Contribution	90,000	147,763
Proceeds	4,000	8,500
	<b>94,000</b>	<b>156,263</b>
<b>INTERNAL SOURCES</b>		
<b>CASH</b>		
Cash		<b>184,849</b>
Reserves- restricted		
Gas Tax Funds	976,800	832,286
Own source reserves		
Equipment Capital	50,000	-
Town Capital		
General allocation	688,400	454,495
Recreation	18,000	-
	<b>1,733,200</b>	<b>1,286,781</b>
Operations		
Park fees	5,300	-
Capital from revenue- KPS	66,000	66,000
	<b>71,300</b>	<b>66,000</b>
<b>BORROWING (per budget)</b>	<b>1,502,900</b>	<b>281,967</b>
	<b>1,502,900</b>	<b>281,967</b>
<b>TOTAL FUNDING</b>	<b>4,544,600</b>	<b>2,117,869</b>

2/08/23

SCHEDULE G-1

**TOWN OF KENTVILLE  
CAPITAL INVESTMENT PLAN  
March 31, 2023**

GENERAL LEDGER	CANADA COMMUNITY BUILDING FUND GAS TAX INFRASTRUCTURE	2022/2023	2022/2023
#	Description	Budget	Actual
	<b>Transportation</b>		
	<b>Local Roads- Paving Projects</b>		
05-35-71-470	Macdonald Avenue subdivision renewal Streets- \$693,500 Storm sewer- \$283,300	976,800	832,286
			-
			-
	<b>PROJECTS</b>	<b>976,800</b>	<b>832,286</b>
	<b>FUNDING CASH</b>		
	Gas Tax Interest	1,200	
	Gas Tax Residual-2021-2022	596,900	832,286
	Gas Tax Current- 2022-2023	378,700	
	Reserve- Town Capital		
	<b>TOTAL</b>	<b>976,800</b>	<b>832,286</b>

2/08/23

SCHEDULE G-2

TOWN OF KENTVILLE  
CAPITAL INVESTMENT PLAN  
March 31, 2023

GENERAL LEDGER	GREEN INFRASTRUCTURE FUND	2022/2023	2022/2023
#	Description	Budget	Actual
	<b>Active Transportation Plan</b>		
05-35-71-250	<b>West Main Street pathway</b>	40,000	-
05-35-71-300	<b>Aldershot (Meadowview) Rail Trail</b>	150,000	21,160
05-35-71-330	<b>Signs, line painting- 13 locations</b>	55,100	13,510
05-35-71-340	<b>Harvest Moon Trail Connector</b>	1,000,000	111,715
05-35-71-200	<b>Miners' Marsh Trail</b>	35,000	-
	<b>PROJECTS</b>	<b>1,280,100</b>	<b>146,385</b>
	<b>FUNDING</b>		
	<b>Cash</b>		
	Green Infrastructure- Federal (40%)	512,000	-
	Green Infrastructure- Provincial (33.33%)	426,700	-
	Province of NS CCTH	-	-
	Borrowing (26.67%)	341,400	-
	<b>TOTAL</b>	<b>1,280,100</b>	<b>-</b>



2/08/23

SCHEDULE G-3

**TOWN OF KENTVILLE  
CAPITAL INVESTMENT PLAN  
March 31, 2023**

GENERAL LEDGER	GENERAL ADMINISTRATION	2022/2023	2022/2023
#	Description	Budget	Actual
	<b>IT INITIATIVE ANNUAL</b>		
05-35-72-200	IT- 2022-2023	20,000	3,168
05-35-72-250	Electric vehicle booster stations	-	8,503
	<b>PROJECTS</b>	<b>20,000</b>	<b>11,671</b>
	<b>FUNDING</b>		
	Cash		
	Capital Reserve- General allocation	20,000	3,168
	Capital contribution-Clean Nova Scotia Foundation		8,503
	Borrowing		-
	<b>TOTAL</b>	<b>20,000</b>	<b>11,671</b>

2/08/23

SCHEDULE G-4

**TOWN OF KENTVILLE  
CAPITAL INVESTMENT PLAN  
March 31, 2023**

GENERAL LEDGER	PROTECTION	2022/2023	2022/2023
#	Description	Budget	Actual
	<b>Police services</b>		
05-35-75-600	<b>Building</b> Accessibility upgrades	25,000	-
05-35-75-650	<b>Vehicles</b> Marked- \$66,000 X 2	132,000	135,568
05-35-75-700	<b>Technology</b> TMR radios	49,000	-
	<b>PROJECTS</b>	<b>206,000</b>	<b>135,568</b>
	<b>FUNDING</b>		
	<b>CASH</b>		
	Capital from revenue	66,000	66,000
	Proceeds on sale	-	8,500
	Capital Contribution		
	Reserves	66,000	61,068
	Borrowing	74,000	-
	<b>TOTAL</b>	<b>206,000</b>	<b>135,568</b>



**TOWN OF KENTVILLE  
CAPITAL INVESTMENT PLAN  
March 31, 2023**

GENERAL LEDGER	<b>TRANSPORTATION</b>	2022/2023	2022/2023
#	Description	Budget	Actual
	<b>Yearly Projects</b>		
05-35-71-100	<b>Equipment</b>	350,000	-
05-35-71-350	<b>Downtown improvements - Belcher Street Lights</b>	10,000	6,416
05-35-71-450	<b>Public Works building</b>	58,000	43,782
05-35-71-440	<b>Bridge Pre cast bridge - Meadowview</b>	115,000	153,962
05-35-71-400	<b>Streets</b>	110,000	148,464
	Burke top lift		-
	Carmen & Alicia curbing		-
			-
	<b>Sidewalks</b>		
05-35-71-500	Park Street & Prospect Street	125,000	20,857
05-35-71-510	Klondyke Street		20,544
	<b>Flood mitigation</b>		
05-35-71-490	Condon Ave & Palmeto Subdivision	55,000	9,544
	<b>Study</b>		
05-35-71-580	Asset management plan- storm sewer	27,500	56,836
	<b>PROJECTS</b>	<b>850,500</b>	<b>460,405</b>
	<b>FUNDING</b>		
	Equipment capital reserve	50,000	
	Proceeds on sale		
	Capital reserve- general allocation	146,000	83,006
	Contributions	90,000	128,940
	FCM- Municipal Asset Management Programme (MAMP)	24,500	49,050
	Borrowing	540,000	160,945
	<b>TOTAL</b>	<b>850,500</b>	<b>421,941</b>

2/08/23

SCHEDULE G-6

TOWN OF KENTVILLE  
CAPITAL INVESTMENT PLAN  
March 31, 2023

GENERAL LEDGER	PLANNING/ECONOMIC DEVELOPMENT	2022/2023	2022/2023
#	Description	Budget	Actual
	<b>PLANNING</b>		
05-35-75-250	Municipal Flood Line Mapping Project	180,000	92,960
	<b>ECONOMIC DEVELOPMENT</b>		
	<b>Downtown betterments</b>		
05-35-75-500	Seasonal lighting	8,000	19,526
05-35-75-450	Bike racks	5,000	-
05-35-75-400	Gateway sign greenspace	15,000	-
	<b>Beautification</b>		
05-35-75-300	Centre Square Phase 2	12,000	-
05-35-75-260	Public Art displays	15,000	5,800
	<b>Buildings</b>		
05-35-75-200	VIC	30,000	5,584
05-35-75-170	66 Station Lane	20,000	30,404
	<b>PROJECTS</b>	<b>285,000</b>	<b>154,275</b>
	<b>FUNDING</b>		
	Province of Nova Scotia	180,000	92,960
	Capital reserve	105,000	61,315
	Borrowing		
	<b>TOTAL</b>	<b>285,000</b>	<b>154,275</b>



**TOWN OF KENTVILLE  
CAPITAL INVESTMENT PLAN  
March 31, 2023**

GENERAL LEDGER	RECREATION	2022/2023	2022/2023
#	Description	Budget	Actual
05-35-74-300	<b>Soccer</b>	8,000	-
	<b>Green Spaces</b>		
05-35-74-200	Gorge survey & upgrades	17,200	27,604
05-35-73-500	Miner's Marsh trail	20,000	-
05-35-73-400	Miner's Landing trail	30,000	-
05-35-73-300	Kentville Trail bridge replacement (2nd bridge added)	25,000	-
	<b>Arena</b>		-
05-35-72-500	Drain	10,000	-
05-35-72-650	Rubber flooring	10,000	-
05-35-72-600	Condensor	135,000	121,022
05-35-72-550	Canteen upgrades	6,000	-
	<b>Parks/Playgrounds</b>		
05-35-74-500	Oakdene Park irrigation	20,000	-
05-35-73-200	Memorial Park grandstands	350,000	-
05-35-73-100	Memorial Park- Ballfield irrigation	20,000	15,638
05-35-74-100	Memorial Park- Fencing	15,000	12,843
05-35-73-250	HUB building	10,000	-
05-35-73-150	Dog Park	125,000	66,951
05-35-74-700	<b>Recreation Equipment</b>	100,000	113,581
	Trucks - 2		
05-35-72-400	<b>Pool/Splashpad</b>	25,000	19,642
	<b>PROJECTS</b>	<b>926,200</b>	<b>377,280</b>
	<b>FUNDING</b>		
	Proceeds	4,000	
	Town Operating (park fees)	5,300	
	Capital reserve- General allocation	351,400	245,938
	Capital reserve- Recreation	18,000	
	Contributions	-	10,320
	Borrowing	547,500	121,022
	<b>TOTAL</b>	<b>926,200</b>	<b>377,280</b>



# Memo

To: Dan Troke, Chief Administrative Officer

From: Robin Paish, Acting Director of Finance

Date: February 8, 2023

Re: **PROJECTION REPORT- March 31, 2023 as at January 31, 2023**

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The Fifth projection report to March 31, 2023 (as at January 31, 2023) is attached to this memo.

In this report, the Town of Kentville is projecting a surplus position of **\$28,400** (last month surplus \$28,700).

Everything known to date is captured in this report.

**TOWN OF KENTVILLE OPERATING FUND  
2022-2023 PROJECTIONS  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<b><u>2022/23 BUDGET</u></b>	<b><u>2022/23 PROJECTED</u></b>	<b><u>% over (under)</u></b>
<b>2 TAXES</b>			
Assessable Property	10,813,200	10,802,100	-0.1%
Special Assessments	3,000	3,000	0.0%
Business Property	35,500	34,300	-3.4%
Other	-	-	0.0%
	<u>10,851,700</u>	<u>10,839,400</u>	-0.1%
<b>3 GRANTS IN LIEU OF TAXES</b>			
Federal and Agencies	387,900	379,200	-2.2%
Provincial and Agencies	164,800	164,800	0.0%
	<u>552,700</u>	<u>544,000</u>	-1.6%
<b>4 SERVICES PROVIDED</b>			
<b>To other governments</b>			
Provincial government	136,600	136,600	0.0%
Local government	93,300	93,300	0.0%
	<u>229,900</u>	<u>229,900</u>	0.0%
<b>5 SALES OF SERVICES</b>			
Agencies	1,040,900	1,049,900	0.9%
<b>6 OTHER REVENUE-OWN SOURCES</b>			
Fines, fees, permits	30,100	40,600	34.9%
Rentals	405,300	356,700	-12.0%
Interest and penalties	92,000	181,000	96.7%
Return on investment	630,000	630,000	0.0%
Other	46,400	46,400	0.0%
	<u>1,203,800</u>	<u>1,254,700</u>	4.2%
<b>7 UNCONDITIONAL TRANSFERS-PROVINCE</b>	<u>220,900</u>	<u>232,700</u>	5.3%
<b>8 CONDITIONAL TRANSFERS</b>			
Other governments	<u>170,400</u>	<u>220,000</u>	29.1%
<b>FINANCING AND TRANSFERS</b>			
24 From reserves	280,300	280,300	0.0%
	<u>280,300</u>	<u>280,300</u>	0.0%
<b>TOTAL REVENUE</b>	<u>14,550,600</u>	<u>14,650,900</u>	0.7%

**TOWN OF KENTVILLE OPERATING FUND  
2022-2023 PROJECTIONS  
FOR THE MONTH ENDED JANUARY 31, 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>	<u>% over (under)</u>
<b>GENERAL ADMINISTRATION</b>			
9 Legislative	272,400	270,900	-0.6%
10-1 General Administration	1,523,700	1,578,100	3.6%
	<u>1,796,100</u>	<u>1,849,000</u>	2.9%
<b>PROTECTIVE SERVICES</b>			
11-1 Police - Core Program	2,784,400	2,827,700	1.6%
11-1 Police - Sales of Service	171,600	171,600	0.0%
11-2 Law enforcement	205,600	198,600	-3.4%
12 Fire fighting	861,100	861,100	0.0%
13 Protective services - debt charge	4,200	4,200	0.0%
13 Emergency measures & other	143,200	162,600	13.5%
	<u>4,170,100</u>	<u>4,225,800</u>	1.3%
<b>TRANSPORTATION SERVICES</b>			
14 Common services	1,170,200	1,188,500	1.6%
15 Road transportation	774,300	774,500	0.0%
15 Public transit	300,600	300,300	-0.1%
15 Transport - debt charges	51,800	57,500	11.0%
15 Other transportation	94,000	83,000	-11.7%
	<u>2,390,900</u>	<u>2,403,800</u>	0.5%
<b>ENVIRONMENTAL HEALTH SERVICES</b>			
16 Solid waste collection and recycling	709,200	709,200	0.0%
<b>PUBLIC HEALTH AND WELFARE</b>			
17 Public health and housing	90,000	65,300	-27.4%
<b>ENVIRONMENTAL DEVELOPMENT</b>			
18 Planning and zoning	240,200	195,500	-18.6%
19 Other community development	442,300	439,300	-0.7%
	<u>682,500</u>	<u>634,800</u>	-7.0%
<b>RECREATION AND CULTURAL</b>			
20 Recreation-Administration	546,300	555,600	1.7%
21 -Programmes & other	163,100	165,800	1.7%
22 -Facilities	668,000	675,100	1.1%
22 -Recreation debt charges	29,500	31,900	8.1%
22 Cultural	134,700	134,700	0.0%
	<u>1,541,600</u>	<u>1,563,100</u>	1.4%
23 EDUCATION	1,622,000	1,623,300	0.1%
<b>FINANCING AND TRANSFERS</b>			
24 Debt charges (principal)	833,100	833,100	0.0%
24 Transfers to allowances and reserves	715,100	715,100	0.0%
	<u>1,548,200</u>	<u>1,548,200</u>	0.0%
<b>TOTAL EXPENDITURE</b>	<u>14,550,600</u>	<u>14,622,500</u>	0.5%
<b>SURPLUS(DEFICIT)</b>		<u>28,400</u>	



**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>TAXES-ASSESSABLE PROPERTY</b>		
111-11-100 Residential	7,070,800	7,084,500
111-12-100 Commercial	2,143,900	2,114,200
111-12-200 Commercial - Industrial Park	768,200	779,500
111-15-100 Resource - Taxable assessments	48,800	48,800
111-15-300 Resource-Forest under 50,000 acres	100	100
	<u>10,031,800</u>	<u>10,027,100</u>
111-18-100 Fire area rate (KVFD)	222,200	222,200
111-18-200 Fire protection area rate (Hydrant)	438,900	438,900
	<u>661,100</u>	<u>661,100</u>
111-18-600 Economic Development levy	120,300	113,900
	<u>10,813,200</u>	<u>10,802,100</u>
<b>TAXES-SPECIAL ASSESSMENTS</b>		
111-21-200 Curb frontage	3,000	3,000
	<u>3,000</u>	<u>3,000</u>
<b>TAXES-BUSINESS PROPERTY</b>		
111-42-100 Based on revenue (Aliant)	35,000	33,700
116-21-300 Assessment Act - Farm property acreage	500	600
	<u>35,500</u>	<u>34,300</u>
<b>TAXES - OTHER</b>		
111-91100 Change in Use	-	-
111-92200 Deed transfer	-	-
	<u>-</u>	<u>-</u>
	<u>10,851,700</u>	<u>10,839,400</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>(12,300)</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>PAYMENTS IN LIEU OF TAXES</b>		
Federal Government		
112-11-100 Federal Government	<u>387,900</u>	<u>379,200</u>
<b>Province</b>		
112-31-200 -Research Station	1,300	1,300
112-31-300 -Province - PILT - River St.	34,500	34,500
112-31-400 -Province - 172 Cornwallis Street	3,000	3,000
112-31-500 -Province - 77 Cornwallis Street	<u>126,000</u>	<u>126,000</u>
	<u>164,800</u>	<u>164,800</u>
	<u>552,700</u>	<u>544,000</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u><b>(8,700)</b></u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>SALES OF SERVICES PROVIDED TO OTHER GOVERNMENTS</b>		
<b>Provincial government</b>		
113-13-100 Protective services -secondment	136,600	<b>136,600</b>
<b>Local government</b>		
113-33-300 Recreation- Kings County	50,000	<b>50,000</b>
113-33-500 Cultural - Kings County	43,300	<b>43,300</b>
	93,300	<b>93,300</b>
	229,900	<b>229,900</b>
<b>OVER BUDGET (UNDER BUDGET)</b>		<b>-</b>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<b><u>2022/23 BUDGET</u></b>	<b><u>2022/23 PROJECTED</u></b>
<b>SALES OF SERVICES</b>		
<b>Own agencies and property owner</b>		
114-11-100 General Government - Administration	140,900	<b>140,900</b>
114-11-200 General Government - Common services	40,200	<b>40,200</b>
114-12-100 Protective services - Police	480,000	<b>480,000</b>
114-12-200 Protective services - Police - cost recovery	-	-
114-13-100 Public Works - Administration	153,300	<b>153,300</b>
114-13-200           - Operations	25,000	<b>15,000</b>
114-13-300           - Water	120,000	<b>120,000</b>
114-13-400           - Sanitary Sewer	75,000	<b>95,000</b>
114-13-600           - Capital	5,000	<b>4,000</b>
114-13-700           - Street sweeper rental	1,500	<b>1,500</b>
114-17-100 Recreation - Capital	-	-
114-17-200 Recreation - Sales of Service	-	-
	<b>1,040,900</b>	<b>1,049,900</b>
<b>OVER BUDGET (UNDER BUDGET)</b>		<b>9,000</b>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>OTHER REVENUE-OWN SOURCES</b>		
<b>Fines, Licenses, Permits</b>		
<b>Administration</b>		
115-11-400 Permits	100	200
<b>Police</b>		
115-11-500 Fines and Fees - Provincial Court	15,000	24,000
<b>Law Enforcement</b>		
115-11-100 Taxi licenses	2,700	1,000
115-11-600 Parking tickets	9,000	11,500
<b>Emergency Measures</b>		
115-11-200 Animal licenses	1,500	1,100
<b>Planning</b>		
115-11-300 Permits	1,800	2,800
	<u>30,100</u>	<u>40,600</u>
<b>Rentals</b>		
<b>Administration</b>		
115-31-200 Town Hall	6,000	6,000
115-33-500 Cell Tower - Rogers	5,600	5,600
115-33-300 Cell Tower - Eastlink	5,400	5,400
<b>Transportation</b>		
115-31-500 Public Works building	6,000	6,000
<b>Planning &amp; Development</b>		
115-33-200 Rental - Parking spaces	16,200	14,000
115-33-600 Rental - VIA Rail building	1,500	1,500
115-33-900 Rental - Lions Club building	6,100	6,400
<b>Recreation</b>		
115-31-300 Rental - Tennis court	500	-
115-31-800 Rental - Fields	20,000	18,000
115-31-100 Rental - Recreation Centre	13,000	13,000
115-31-900 Rental - Pool	1,000	800
115-31-850 Rental - HUB building	500	-
115-32-XXX Rental - Arena	323,500	280,000
	<u>405,300</u>	<u>356,700</u>
<b>Interest</b>	92,000	181,000
<b>Return on investments</b>	630,000	630,000
<b>Miscellaneous - General</b>	46,400	46,400
<b>Miscellaneous - Police</b>	-	-
<b>Miscellaneous - Recreation</b>	-	-
	<u>1,203,800</u>	<u>1,254,700</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>50,900</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>UNCONDITIONAL TRANSFERS</b>		
<b>Province</b>		
<b>Service Nova Scotia and Municipal Relations</b>		
116-21-100 Municipal Finance Capacity Grant	167,800	167,800
111-43-100 NS Power Inc. (HST rebate)	45,000	56,300
111-43-200 NS Power Inc. Grant	8,100	8,600
	<u>220,900</u>	<u>232,700</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>11,800</u>



**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>CONDITIONAL TRANSFERS</b>		
<b>Federal</b>		
117-10-100 Federal - Canada Summer Jobs program	0	18,500
117-10-300 Federal- Canadian Parks & Recreation Assoc.	10,000	10,000
	<u>10,000</u>	<u>28,500</u>
<b>Province</b>		
117-52-100 Province- Safe Restart Municipal-20-21	-	-
117-52-300 Province - Law Enforcement	100,000	100,000
117-52-400 Province - Department of Justice	-	6,200
117-52-500 Province - Community Crisis Navigation Project	35,400	35,400
117-57-100 Province - Recreation	25,000	25,000
117-57-400 Province - Recreation-Dept Communities, Culture	-	14,600
117-57-700 Province - After The Bell	-	-
<b>Other</b>		
117-58-500 Other-Sport Nova Scotia	-	5,800
117-58-200 TIANS (re VIC)	-	4,500
	<u>160,400</u>	<u>191,500</u>
	<u>170,400</u>	<u>220,000</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>49,600</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<b><u>2022/23</u> <u>BUDGET</u></b>	<b><u>2022/23</u> <u>PROJECTED</u></b>
<b>LEGISLATIVE</b>		
<b>Mayor</b>		
121-11-011 Mayor salary	49,700	49,700
121-11-012 Mayor expense	9,100	9,100
<b>Legislative benefits</b>		
121-11-02X Benefits	10,800	10,800
121-11-025 Group Insurance	6,300	6,300
<b>Council</b>		
121-11-031 Remuneration	164,200	164,200
121-11-032 Expenses	6,300	6,300
121-11-052 Expenses - Gerrard	3,000	3,000
121-11-053 Expenses - Maxwell	3,000	3,000
121-11-055 Expenses - Savage	3,000	3,000
121-11-056 Expenses - Huntley	6,000	6,000
121-11-057 Expenses - Yorke	3,000	3,000
121-11-058 Expenses - Zebian	3,000	3,000
<b>Other</b>		
121-14-038 Other meeting expenses	2,000	2,000
121-14-039 Training	3,000	1,500
	<u>272,400</u>	<u>270,900</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u><b>(1,500)</b></u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>GENERAL ADMINISTRATION</b>		
<b>Salaries</b>		
121-21-011 Full Time	614,900	614,900
<b>Benefits 121-22-02X</b>	125,700	125,700
<b>Internal allocation 121-23-010</b>	-	-
<b>Office Expenses</b>		
121-24-030 Legal and audit	60,000	103,000
121-24-035 Advertising and promotion	4,000	7,500
121-24-036 Expenses- CAO	6,000	4,000
121-24-037 Convention and travel	3,800	5,500
121-24-039 Training	5,000	5,000
121-24-040 Dues and fees	9,000	11,200
121-24-042 Insurance	25,300	32,000
121-24-044 Postage	10,000	10,000
121-24-045 Stationery and office supplies	12,800	12,800
121-24-048 Communications	24,500	24,500
121-24-051 Equipment lease	5,100	5,100
121-24-057 External collection expenditure	400	400
121-24-058 Other Administration	23,000	18,000
121-27-720 Bank charges	10,400	10,400
	<u>199,300</u>	<u>249,400</u>
<b>Information Technology</b>		
121-24-146 Administration	91,000	91,000
121-24-147 Operations	111,000	111,000
121-24-148 Special projects	20,500	20,500
	<u>222,500</u>	<u>222,500</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>GENERAL ADMINISTRATION</b>		
<b>Common Services (Buildings)</b>		
Town Hall 121-25-0XX	118,100	<b>118,100</b>
Various building 121-26..27-0XX	5,000	<b>5,000</b>
	<u>123,100</u>	<u><b>123,100</b></u>
<b>Debt Charges</b>		
121-27-300 Debenture interest	3,800	<b>3,800</b>
121-27-400 Term loan interest	-	-
121-27-710 Debenture discount	6,000	<b>5,000</b>
	<u>9,800</u>	<u><b>8,800</b></u>
<b>Programmes</b>		
121-28-081 Section 69/69A	9,300	<b>8,100</b>
121-28-082 Sect 71-reduced taxes	50,000	<b>50,000</b>
121-28-084 Grant-Contingency	26,000	<b>32,500</b>
121-28-085 Grant- Kentville Lions Club	-	-
121-28-086 Transfers to Assessment Services	90,100	<b>90,100</b>
	<u>175,400</u>	<u><b>180,700</b></u>
<b>Valuation Allowances</b>		
121-26-200 Accrued sick leave	50,000	<b>50,000</b>
121-26-300 Other doubtful receivables	3,000	<b>3,000</b>
	<u>53,000</u>	<u><b>53,000</b></u>
<b>TOTAL GENERAL ADMINISTRATION</b>	<u>1,523,700</u>	<u><b>1,578,100</b></u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u><b>54,400</b></u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>POLICE PROTECTION</b>		
<b>Remuneration</b>		
122-11-011 Remuneration - Administration	363,500	363,500
122-11-012 Remuneration - Sergeant	511,100	511,100
122-11-013 Remuneration - Constable	830,600	830,600
122-11-014 "Stat" pay	40,000	47,000
122-11-015 Overtime - Sergeant	16,000	30,000
122-11-016 Overtime - Constable	40,000	55,000
122-11-018 M Time	5,000	500
122-11-019 Special event overtime - Sergeants & Constables	-	7,200
122-11-017 Secondment	108,600	108,600
	<u>1,914,800</u>	<u>1,953,500</u>
<b>Benefits 122-12-02X</b>	<u>394,500</u>	<u>394,500</u>
<b>Internal Allocation</b>	<u>-</u>	<u>(7,200)</u>
<b>Office Expenditures</b>		
122-14-032 Professional expenditure	-	-
122-14-033 Honoraria-Commission	1,200	1,200
122-14-034 Meeting-Commission	2,000	1,000
122-14-036 Chief's expenses	7,000	5,000
122-14-037 Deputy Chief's expenses	3,000	1,000
122-14-039 Training	20,000	20,000
122-14-041 Auxiliary program	4,500	4,500
122-14-042 Insurance-liability/E&O	35,000	39,700
122-14-045 Office expense & supplies	15,000	15,000
122-14-048 Telephone	26,000	26,000
122-14-051 Equipment rental	3,000	3,000
122-14-058 Other expenditure	17,000	18,200
	<u>133,700</u>	<u>134,600</u>
<b>Occupancy-Police Station</b>		
122-15-011 Custodial	8,100	8,100
122-15-042 Insurance	2,200	2,800
122-15-060 Heat	6,500	6,500
122-15-061 Electricity	12,000	12,000
122-15-062 Water/sewer	2,400	2,400
122-15-068 Maintenance- Other costs	19,900	19,900
	<u>51,100</u>	<u>51,700</u>
<b>Operations - Communications</b>		
122-16-048 Communications	91,900	115,000
122-16-051 Radio license	3,600	3,600
122-16-053 Maintenance	3,000	1,000
	<u>98,500</u>	<u>119,600</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>POLICE PROTECTION</b>		
<b>Operations-Technology</b>		
122-16-148 Operations - Technology	28,000	28,000
<b>Operations-Vehicle</b>		
122-17-042 Insurance	10,900	14,300
122-17-070 Gasoline	28,000	28,000
122-17-071 Operations & maintenance	20,000	19,000
	<u>58,900</u>	<u>61,300</u>
<b>Operations-Programmes</b>		
122-18-080 Special projects	22,000	2,000
122-18-081 Community Crisis Navigator project	35,400	43,000
122-18-082 Crime prevention/ community relations	2,500	1,000
122-18-083 Crime prevention donations	0	700
122-18-085 Detention and custody of prisoners	45,000	45,000
	<u>104,900</u>	<u>91,700</u>
<b>TOTAL POLICE PROTECTION</b>	<u>2,784,400</u>	<u>2,827,700</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>43,300</u>
<b>TOTAL POLICE PROTECTION ( carried forward)</b>	<u>2,784,400</u>	<u>2,827,700</u>
<b>POLICE PROTECTION REVENUE</b>		
113-13-100 Secondment - Province	136,600	136,600
115-11-500 Fines and Fees - Provincial Court	15,000	20,000
117-52-300 Province - Law Enforcement	100,000	100,000
117-52-400 Province - Department of Justice		6,300
117-52-500 Province - Community Crisis Navigation Project	35,400	35,400
	<u>287,000</u>	<u>298,300</u>
<b>NET POLICE PROTECTION</b>	<u>2,497,400</u>	<u>2,529,400</u>
<b>SALES OF SERVICE EXPENDITURE</b>		
122-19-011 Remuneration	99,400	99,400
122-19-018 Remuneration Part Time	48,000	48,000
122-19-02X Benefits	24,200	24,200
122-20-010 Internal Allocation	-	-
	<u>171,600</u>	<u>171,600</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>-</u>
<b>SALES OF SERVICE REVENUE</b>		
114-12-100 Secondment - Province	480,000	480,000
<b>NET SALES OF SERVICE</b>	<u>(308,400)</u>	<u>(308,400)</u>



**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>LAW ENFORCEMENT</b>		
<b>PROVINCIAL</b>		
122-22-200 Transfers to Correctional Services	86,600	86,600
<b>OTHER</b>		
122-31-080 Prosecution	8,500	6,500
122-31-082 Legal	10,000	5,000
122-31-084 Other-Crossing guards	30,000	30,000
122-31-085 Parking enforcement officer	70,500	70,500
	<u>119,000</u>	<u>112,000</u>
<b>TOTAL LAW ENFORCEMENT</b>	<u>205,600</u>	<u>198,600</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>(7,000)</u>
<b>LAW ENFORCEMENT REVENUE</b>		
115-11-100 Taxi licenses	2,700	1,000
115-11-600 Parking tickets	9,000	11,500
	<u>11,700</u>	<u>12,500</u>
<b>NET LAW ENFORCEMENT</b>	<u>193,900</u>	<u>186,100</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>FIRE PROTECTION</b>		
122-49-100 Transfer to KVFD - Area Rate	222,200	222,200
122-49-200 Transfer to KVFD - Operating	200,000	200,000
<b>TOTAL FIRE FIGHTING</b>	<u>422,200</u>	<u>422,200</u>
 <b>OVER BUDGET (UNDER BUDGET)</b>		<u>-</u>
 <b>WATER SUPPLY AND HYDRANTS</b>		
122-48-080 Water supply & hydrants	<u>438,900</u>	<u>438,900</u>
 <b>OVER BUDGET (UNDER BUDGET)</b>		<u>-</u>
 <b>TOTAL FIRE PROTECTION</b>	<u>861,100</u>	<u>861,100</u>
 <b>OVER BUDGET (UNDER BUDGET)</b>		<u>-</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>DEBT CHARGES, EMERGENCY MEASURES, AND OTHER PROTECTION</b>		
<b>DEBT CHARGES</b>		
122-75-100 Debenture interest	4,200	4,200
122-75-200 Term loan interest	-	-
<b>TOTAL DEBT CHARGES</b>	<u>4,200</u>	<u>4,200</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>-</u>
<b>EMERGENCY MEASURES</b>		
122-71-070 Emergency measures organization	12,900	12,900
122-71-072 Emergency measures communication	1,500	1,500
122-72-011 Emergency control-wages	300	300
122-72-054 Emergency control-material & supplies	100	100
122-74-048 911 System	17,400	17,400
	<u>32,200</u>	<u>32,200</u>
<b>OTHER PROTECTIVE SERVICES</b>		
122-77-081 Animal control	12,000	12,000
122-77-082 Building inspection	38,900	58,200
122-77-083 Occupational Health & Safety	15,000	15,000
122-77-084 Fire Inspection	45,100	45,200
	<u>111,000</u>	<u>130,400</u>
<b>TOTAL EMERGENCY MEASURES AND OTHER</b>	<u>143,200</u>	<u>162,600</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>19,400</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>TRANSPORTATION SERVICES</b>		
<b>COMMON SERVICES</b>		
<b>Remuneration</b>		
123-11-011 Administrative	310,600	310,600
123-11-012 Work crew	534,900	534,900
123-11-013 Overtime - Administrative	32,000	32,000
123-11-015 Overtime - Work crew	80,000	80,000
	<u>957,500</u>	<u>957,500</u>
<b>Benefits 123-12-02X</b>	<u>270,700</u>	<u>270,700</u>
<b>Internal allocation 123-13-010</b>	<u>(501,300)</u>	<u>(501,300)</u>
<b>Office Expenditures</b>		
123-14-032 Professional/engineering	5,000	3,000
123-14-036 Director's expenditure	3,600	3,600
123-14-039 Training	10,000	8,000
123-14-042 Insurance-liability/ E & O	36,000	37,600
123-14-045 Office supplies	3,000	4,000
123-14-048 Telephone	7,000	7,000
123-14-058 Other administration	1,700	1,700
	<u>66,300</u>	<u>64,900</u>
<b>Occupancy-Public Works building 123-15-0XX</b>	<u>57,000</u>	<u>57,000</u>
<b>Operations-Communications</b>		
123-16-051 Communication	<u>4,000</u>	<u>4,000</u>
<b>Operations-Vehicles and equipment</b>		
123-17-011 Wages-repairs	65,000	65,000
123-17-042 Insurance	15,000	13,200
123-17-051 Lease of equipment	25,000	25,000
123-17-070 Gasoline/diesel	60,000	60,000
123-17-071 External equipment repairs	45,000	60,000
123-17-072 Equipment parts	75,000	75,000
123-17-073 Equipment supplies	22,500	29,000
123-17-076 Small tools and equipment	8,500	8,500
	<u>316,000</u>	<u>335,700</u>
<b>TOTAL COMMON SERVICES</b>	<u>1,170,200</u>	<u>1,188,500</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>18,300</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>ROAD TRANSPORT PROGRAMMES</b>		
Street repairs 123-31-0XX	120,000	173,000
Sidewalk repairs 123-32-0XX	5,000	8,500
Storm sewer maintenance 123-33-0XX	65,000	52,000
Street cleaning 123-34-0XX	30,000	32,000
Snow and ice removal 123-35-0XX	285,000	195,000
Street lighting 123-41-0XX	160,000	196,700
Traffic services 123-42-0XX	62,000	70,000
Parking and other 123-43-0XX	47,300	47,300
<b>TOTAL ROAD TRANSPORTATION</b>	<u>774,300</u>	<u>774,500</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>200</u>
<b>PUBLIC TRANSIT</b>		
Kings Transit Authority	288,000	288,000
Kings Point to Point	12,600	12,300
<b>TOTAL PUBLIC TRANSIT</b>	<u>300,600</u>	<u>300,300</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>(300)</u>
<b>DEBT CHARGES</b>		
	<u>51,800</u>	<u>57,500</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>5,700</u>
<b>OTHER TRANSPORTATION</b>		
Outside work-property owners 123-51-0XX	20,000	18,000
Outside work-Water Commission 123-52-0XX	74,000	65,000
<b>TOTAL OTHER TRANSPORTATION</b>	<u>94,000</u>	<u>83,000</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>(11,000)</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>ENVIRONMENTAL HEALTH SERVICES</b>		
<b>SEWAGE COLLECTION AND DISPOSAL</b>		
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.		
<b>SOLID WASTE COLLECTION AND DISPOSAL</b>		
Collection		
124-31-011 Wages	30,000	30,000
124-31-067 Tipping fees	6,000	6,000
124-31-080 Material and supplies	1,000	1,000
	<u>37,000</u>	<u>37,000</u>
Landfill		
124-32-081 Landfill contract-Kings Co.	<u>5,600</u>	<u>5,600</u>
124-33-090 Valley Region Solid Waste - Resource Management Authority	<u>666,600</u>	<u>666,600</u>
<b>TOTAL GARBAGE AND WASTE COLLECTION</b>	<u>709,200</u>	<u>709,200</u>
<b>OTHER AIR POLLUTION</b>		
Other air pollution	<u>-</u>	<u>-</u>
<b>TOTAL</b>	<u>709,200</u>	<u>709,200</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>-</u>



**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<b><u>2022/23 BUDGET</u></b>	<b><u>2022/23 PROJECTED</u></b>
<b>PUBLIC HEALTH AND WELFARE</b>		
<b>PROVINCIAL HOUSING</b>		
125-30-100 Deficit of Housing Nova Scotia	<u>90,000</u>	<u>65,300</u>
<b>OTHER PUBLIC HEALTH</b>		
125-74-083 Open Arms Society	-	-
125-74-085 Kings Volunteer Resource Centre	-	-
125-74-087 Kings County Family Resource Centre	-	-
125-74-088 Kings County Senior Safety Council	-	-
125-74-089 New Horizons Seniors Club	<u>-</u>	<u>-</u>
<b>TOTAL PUBLIC HEALTH</b>	<u>90,000</u>	<u>65,300</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>(24,700)</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>ENVIRONMENTAL DEVELOPMENT</b>		
<b>PLANNING AND ZONING</b>		
<b>Remuneration</b>		
126-11-011 Administrative	<u>169,500</u>	<u>132,000</u>
<b>Benefits 126-12-02X</b>	<u>30,900</u>	<u>27,000</u>
<b>Office Expenditures</b>		
126-14-031 Legal	10,000	10,000
126-14-034 Committee meeting expenditure	100	100
126-14-035 Advertising and promotion	1,500	1,500
126-14-036 Expenditures-Director	4,500	3,400
126-14-039 Training and development	3,000	3,000
126-14-042 Insurance	9,700	9,000
126-14-045 Office supplies	2,000	1,000
126-14-048 Telephone	1,700	1,700
126-14-051 Equipment lease	800	800
126-14-080 Research drafting, mapping and GIS	5,000	5,000
126-14-081 Registration legal documents	500	500
126-14-082 Other	1,000	500
	<u>39,800</u>	<u>36,500</u>
<b>TOTAL PLANNING AND ZONING</b>	<u>240,200</u>	<u>195,500</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>(44,700)</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>ENVIRONMENTAL DEVELOPMENT</b>		
<b>COMMUNITY DEVELOPMENT</b>		
126-20-100 Transfers to Valley REN	29,000	29,000
126-20-200 Transfers for economic development	95,300	95,300
126-21-080 Community economic development	4,300	4,300
126-21-081 Development studies	4,000	4,000
126-21-082 Survey costs	1,000	2,600
126-21-084 Climate change action plan	10,000	10,000
126-23-100 Kentville Futures operating costs	13,000	15,000
	<u>156,600</u>	<u>160,200</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>3,600</u>
<b>NATURAL RESOURCES DEVELOPMENT</b>		
126-24-083 Shade trees	<u>6,500</u>	<u>6,900</u>
<b>DEBT CHARGES</b>	<u>27,800</u>	<u>27,800</u>
<b>OTHER ENVIRONMENTAL DEVELOPMENT</b>		
CED-Remuneration	67,700	67,700
CED-Benefits	14,100	14,100
CED-Office	7,000	4,000
	<u>88,800</u>	<u>85,800</u>
<b>Tourism</b>		
126-63-XX Tourism	<u>20,500</u>	<u>20,500</u>
<b>Promotions</b>		
126-63-XX Promotions	<u>125,100</u>	<u>125,100</u>
<b>Other</b>		
126-64-100 Apple Blossom Festival	<u>17,000</u>	<u>13,000</u>
<b>TOTAL OTHER ENVIRONMENTAL DEVELOPMENT</b>	<u>251,400</u>	<u>244,400</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>(6,600)</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<b>2022/23 BUDGET</b>	<b>2022/23 PROJECTED</b>
<b>RECREATION</b>		
<b>ADMINISTRATION</b>		
<b>Salaries</b>		
127-11-011 Salaries	387,300	387,300
<b>Benefits 127-12-02X</b>	84,600	84,600
<b>Internal allocation 127-13-010</b>	(52,200)	(52,200)
<b>Office Expenses</b>		
127-14-031 Legal fees	500	2,500
127-14-032 Professional fees	500	1,500
127-14-034 Committee meeting expense	3,000	3,300
127-14-035 Promotion and publicity	2,500	1,500
127-14-036 Expenses-Director	5,000	4,500
127-14-039 Training	6,500	8,000
127-14-042 Insurance	16,000	18,000
127-14-045 Office supplies	3,000	7,000
127-14-046 Materials and supplies	2,500	1,000
127-14-048 Communications	12,000	17,000
127-14-051 Equipment lease	2,000	1,900
127-14-058 Other	10,600	13,500
	64,100	79,700
<b>Vehicles and equipment</b>		
127-17-042 Insurance	9,000	8,200
127-17-051 Lease of equipment	17,500	17,500
127-17-070 Gasoline	11,000	12,500
127-17-071 Operations and maintenance	25,000	18,000
	62,500	56,200
<b>TOTAL ADMINISTRATION-RECREATION</b>	546,300	555,600
<b>OVER BUDGET (UNDER BUDGET)</b>		9,300

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
INCOME STATEMENT  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>2022/23 BUDGET</u>	<u>2022/23 PROJECTED</u>
<b>RECREATION PROGRAMMES</b>		
Grants 127-21-010	<u>0</u>	<u>0</u>
Swimming pool 127-22-0XX	<u>29,700</u>	<u>17,000</u>
Day camp 127-23-0XX	<u>19,100</u>	<u>18,100</u>
Multi-sport camp 127-24-0XX	<u>15,300</u>	<u>14,500</u>
Other programmes 127-25-0XX	<u>10,000</u>	<u>17,500</u>
Community events 127-26-0XX	<u>13,000</u>	<u>12,000</u>
Canada Cup 127-29-0XX	<u>5,000</u>	<u>18,700</u>
Spike fund 127-28-0XX	<u>-</u>	<u>-</u>
<b>TOTAL RECREATION PROGRAMMES</b>	<u>92,100</u>	<u>97,800</u>
<b>OTHER</b>		
Parks division and trees 127-43-0XX	<u>71,000</u>	<u>68,000</u>
<b>TOTAL OTHER RECREATION</b>	<u>163,100</u>	<u>165,800</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>2,700</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
FOR THE MONTH ENDED JANUARY 31 , 2023**

	<u>BUDGET</u>	<u>PROJECTED</u>
<b>RECREATION FACILITIES</b>		
Recreation centre 127-41-0XX	47,100	45,000
Swimming pool 127-42-0XX	19,600	25,000
HUB building 127-44-0XX	-	-
Tennis courts 127-45-0XX	3,000	1,000
Other facility maintenance 127-46-065	16,600	14,000
Kentville arena 127-52-XXX	385,600	385,600
Parks and playgrounds - general 127-61-0XX	102,000	120,000
Memorial Park 127-62-0XX	53,000	48,000
Oakdene Park 127-63-0XX	1,000	500
Other parks ( Park Division Spaces) 127-65-0XX	36,100	33,000
Other playgrounds 127-67-0XX	2,000	1,500
Rail corridor maintenance 127-69-0XX	2,000	1,500
	<u>668,000</u>	<u>675,100</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>7,100</u>
<b>DEBT CHARGES</b>	<u>29,500</u>	<u>31,900</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>2,400</u>
<b>CULTURAL BUILDINGS AND FACILITIES</b>		
Library - operations	91,900	91,900
Branch library 127-93-100	42,800	42,800
Kings Historical Society- 127-91-071	-	-
Grant-Kentville Historical Society 127-91-073	-	-
	<u>134,700</u>	<u>134,700</u>
<b>OVER BUDGET (UNDER BUDGET)</b>		<u>-</u>

**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
FOR THE MONTH ENDED JANUARY 31 , 2023**

<b>EDUCATION</b>	<b><u>BUDGET</u></b>	<b><u>PROJECTED</u></b>
128-37-002 Appropriation to Regional School Board	<u>1,622,000</u>	<u>1,623,300</u>
<b>TOTAL APPROPRIATION</b>	<b><u>1,622,000</u></b>	<b><u>1,623,300</u></b>
<b>OVER BUDGET (UNDER BUDGET)</b>		<b><u>1,300</u></b>



**TOWN OF KENTVILLE  
2022-2023 PROJECTIONS  
FOR THE MONTH ENDED JANUARY 31 , 2023**

<b>FINANCING AND TRANSFERS</b>	<u>BUDGET</u>	<u>PROJECTED</u>
128-14-010 Debenture principal	833,100	833,100
128-14-040 Term loan principal	-	-
128-14-050 Temporary financing principal	-	-
	<u>833,100</u>	<u>833,100</u>
 <b>TRANSFERS TO OWN RESERVE FUNDS AND AGENCIES</b>		
<b>CAPITAL</b>		
128-61-055 To: Capital	423,100	423,100
128-61-053 To: Equipment - Public Works	60,000	60,000
	<u>483,100</u>	<u>483,100</u>
<b>OPERATING</b>		
128-61-050 To: Operating	166,000	166,000
	<u>166,000</u>	<u>166,000</u>
 <b>GENERAL CAPITAL FUND - CAPITAL FROM REVENUE</b>		
128-22-090 Police	66,000	66,000
	<u>66,000</u>	<u>66,000</u>
	<u>715,100</u>	<u>715,100</u>
 <b>TRANSFERS FROM OWN RESERVE FUNDS AND AGENCIES</b>		
119-12-200 From Operating Reserve	<u>(280,300)</u>	<u>(280,300)</u>
 <b>NET FINANCING AND TRANSFERS</b>		
	<u>1,267,900</u>	<u>1,267,900</u>
 <b>OVER BUDGET (UNDER BUDGET)</b>		
		<u>-</u>



# Town of Kentville

## Staff Report to Council Advisory Committee

### Department of Planning and Development

Planning Technician/Acting Development Officer  
February 2023

#### Administration and Operations

- **Development Permits:** 5 Development Permits were issued in the month of January, with a total building valuation of \$498,739. Activity & Development Permit Report is attached.
- **Subdivision Applications:** 1 file has been sent for final registration. This office has 2 Subdivision files from earlier months that are awaiting deed submissions before they can be submitted for final registration, the applicants have been notified.
- **GIS:** Fire and Ice Activity Map has been updated for this year's festival.

#### Projects

- **VIDA Living:** Site clearing has begun on the Hartlen Court property. The applicant is aware that it is their responsibility to ensure stormwater does not impact the neighbouring properties, especially during this phase.
- **McDougall Heights Rezoning:** Staff are waiting for additional information to be submitted by the developer before proceeding with this application.
- **Enqore:** Staff are waiting for the developer to submit a revised Site Plan Approval package to be circulated to all property owners within 30 metres of the subject property.
- **Municipal Flood Line Mapping Project:** Project is moving along and is meeting its expected deliverable schedule. The project is anticipated to be wrapped up by the end of March 2023.

## **Meetings**

- KPMG Meeting – Review of the Permitting and Inspection process with MCK
- Weekly Staff Meetings
- AIM Asset Management Meeting
- Social Committee Meetings
- Source Water Protection Plan Meeting
- Meeting with multiple property owners and business liaisons regarding development opportunities in the Town

## **Public Engagement**

- Frequent phone calls and email correspondence
- Appointments are encouraged with staff for those who wish to have support with Development Permit Applications and Subdivision Applications

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Kirsten Duncan". The signature is fluid and cursive, with the first name being more prominent.

Kirsten Duncan

Planning Technician/Acting Development Officer

# Activity Report

Planning & Development  
January 2023



<i>PERMITS</i>	<i>PERMITS ISSUED</i> January 2023		<i>PERMITS ISSUED</i> January 2022	
	Month Total	Year Total	Month Total	Year Total
<b>Number of Permits</b>	5	5	8	8
<b>Total Building Value</b>	\$ 498,739.00	\$ 498,739.00	\$ 8,727,825.00	\$ 8,727,825.00
<b>Permit Revenue</b>	\$ 1,144.48	\$ 1,144.48	\$ 6,292.79	\$ 6,292.79

# Permit Report

Planning & Development

January 2023



<b>Permit #:</b>	<b>4086</b>	<b>Permit Date:</b>	2023-01-26
<b>Value of Construction:</b>	\$245,000.00	<b>Fee:</b>	\$522.50
Renovations - *Amended* Renovating 10 residential units within a multi-unit development and replacing some of the ceiling tiles in the hallway			

<b>Permit #:</b>	<b>4093</b>	<b>Permit Date:</b>	2023-01-24
<b>Value of Construction:</b>	\$900.00	<b>Fee:</b>	\$21.98
Change of Tenant/Renovations - *Amended* Change of Tenant from Insurance Office to a Retail use. Renovations required for upgrades due to change of use.			

<b>Permit #:</b>	<b>4116</b>	<b>Permit Date:</b>	2023-01-12
<b>Value of Construction:</b>	\$250,000.00	<b>Fee:</b>	\$570.00
Renovations - Renovating the interior of Unit 1 for a new business office.			

<b>Permit #:</b>	<b>4117</b>	<b>Permit Date:</b>	2023-01-12
<b>Value of Construction:</b>	\$1,789.00	<b>Fee:</b>	\$15.00
Signage - Installing a metal wall sign, measuring 3' x 12' (36 sq ft).			

<b>Permit #:</b>	<b>4118</b>	<b>Permit Date:</b>	2023-01-12
<b>Value of Construction:</b>	\$1,050.00	<b>Fee:</b>	\$15.00
Signage - Installing a metal blade sign, measuring 30" in diameter (4.9 sq ft).			



# **Town of Kentville**

## **Staff Report to Council Advisory Committee**

### **Community and Economic Development Coordinator**

#### **February 2023**

#### **Programs and Operations**

- Budget planning is ongoing and capital numbers for intended 23/24 projects have been submitted to finance.
- Tourism marketing content for 23/24 is being planned with Canada Cup and other returning special events in mind. Expect to see campaigns promoting a lively and vibrant theme this season.
- We are exploring a mapping project for the business park to be executed in the spring. The project would produce an illustrated map of the Business Park like the one we have depicting the downtown.
- The CEDC is working with first year Acadia Community Development Students to support their "First Year Experience" project work. Students will be in Kentville March 10<sup>th</sup> conducting interviews with various business/non-profit related contacts as well as participating in other activities to collect data related to programs and services that may assist young entrepreneurs.
- The CEDC continues to field a high volume of inquiries from parties interested in relocating or opening new businesses in Town. The Planning Department is currently assisting multiple groups with inquests about available space, permit requirements and other start up related items, which is great.

#### **Tourism /Special events**

- The Events Committee has rolled out the Promo for Fire and Ice. This year's line up of events and activities has expanded from previous years, even though the committee has taken on a little less of the organization. Partners from multiple community organizations are hosting a variety of events and we encourage everyone to take a look and enjoy a staycation for Valentine's weekend.

- The Multicultural Festival is back! KBC has formed a new Kentville Multicultural Festival Committee and that group is getting started with planning for this summer, 2023.
- A check in meeting was held with the Events Director for the Apple Blossom Festival last week. That group is getting started on planning for the Spring. No major surprises are anticipated and we look forward to working with the team on delivering another wonderful Apple Blossom weekend in Kentville for everyone in 2023.

### **Projects & Beautification**

- Beautification for the winter will be minimal this season but plans for spring programs are in place ready for warmer weather. Businesses downtown are looking forward to fire and ice promos and activities and are decorated accordingly.

Respectfully Submitted,  
Lindsay Young  
Community & Economic Development Coordinator





**Town of Kentville  
Staff Report to Council Advisory Committee  
For the Month of January 2023  
DEPARTMENT OF PARKS AND RECREATION  
PRESENTED ON FEBRUARY 13<sup>TH</sup>, 2023**

**Administration and Operations**

- Homeless No More
  - The completed data set that collected information about the number of persons precariously housed or homeless in the Annapolis Valley was presented to stakeholders this month. At the March CAC, a presentation is scheduled that will provide council with a complete overview.
  - The HNM group continues to meet to discuss ways to best support front-line organizations and advocated for solutions.
- Emergency Warming Center
  - From February 3<sup>rd</sup> to the 5<sup>th</sup>, in partnership with the Valley Connect Outreach, the lower recreation center was converted to an emergency warming center. More than 25 people used the center, including 3 that stayed overnight due to no shelter being available for them. The center was run by 22 community volunteers.
  - A similar emergency shelter was also available in Middleton. Open Arms created an additional shelter in Berwick to help support the overflow that they have been experiencing in Kentville.
- Spike Fund
  - Requests for funding support through the Town’s Spike Fund have more than tripled from last year.

**Facilities and Operations**

- Arena
  - The arena continues to operate at capacity.
  - Staff are now booking for off season rentals.
  - Preparation and promotion of the Kentville Home Show has begun. This is major revenue stream to help offset costs at the Kentville arena.
  
- Parks and Trails

- Staff continue to meet with community advisory groups about Miners Marsh and the Kentville Ravine about the current trail conditions that exist.
- Recreation Center
  - Booking continue to increase as more and more people seek access to indoor recreation space.

## **Programs and Operations**

- Operations:
  - Summer Hiring: We are currently in the midst of hiring for our summer programming staff. The format of our summer offerings will look different this year as we look refine our offering to a more targeted approach that better aligns with our priorities. Programs will be taking a more decentralized approach and community will notice summer staff throughout the Town, including in neighbourhoods, community green spaces and even cul-de-sacs. We are working with partners to support the childcare needs of families living in Kentville.
  - Kentville Rec Text is continuing to grow in popularity. This program was created in response to community requests asking for a more accessible and direct way to receive information from our department. Text “Rec” to 855-939-9625 to receive text from Ashley about upcoming activities and events.
- Programs
  - Regular programs continue, including memory café which continues virtually. This program support those who are dealing with various stages of memory loss, along with their caregivers.

## **Community Outreach and Events**

- Canada Cup
  - The organizing committee continues to bring in sponsors for the Kentville Canada Cup event happening this summer. Cycling Canada has provided monies to help with marketing, as well as mentoring support. Bicycle Nova Scotia is now playing and active part in the planning process. We are grateful for their support.
  - Comparable sized biking events in other parts of the country have brought in \$863,000 in economic growth to the region. This number may vary due to a hotel shortage in the area.
- Apple Blossom
  - We have received no interest from community to take on the hosting and supporting of the leadership candidate. We are looking for other ways to use Kentville’s float in the annual Apple Blossom Parade.

## Capital Projects

- Fleet
  - The recently purchased truck has been wrapped and is now officially part of the Parks Fleet.
- No other project updates at this time
- Staff have been working to finalize the details of the 2023/2024 capital budget to be presented to council.

## Council Related

- Kentville's Accessibility Action Plan
  - *Kentville Access and Advisory Committee (KIAAC)*: This committee continues to meet. The public is encouraged to contact members of KIAAC with any concerns, suggestions and queries: [accessibility@kentville.ca](mailto:accessibility@kentville.ca), or visit our website at [www.kentville.ca/accessibility](http://www.kentville.ca/accessibility) for more information.
  - There was no meeting held since January due to both the Chair and Assistant Chair being unavailable.
  - At our next KIAAC meeting on March 10th the committee will be receiving anti-racism training along with hearing from members of our community on their difficulties with transportation. All staff and council members are welcome to attend.
- Kentville's Active Transportation Plan
  - Staff continue to work on the implementation plans required for the 2023/2024 project line-up. Targeted engagement sessions will be held.
- Regional Recreation Complex:
  - Currently there is a plan to bring an in-depth presentation to council at the next CAC.

Respectfully Submitted,



Rachel Bedingfield  
Director of Parks and Recreation

# Did you know? **The Spike Fund...**

Provides funding to residents of the Town of Kentville and Kentville serving area to support participation in experiences that benefit your physical, social, intellectual, creative and spiritual well-being.

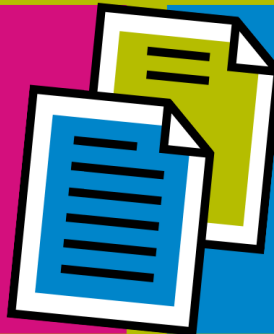
The fund is available to make sure everyone can play!

From April 1, 2021 to March 31, 2022, the spike fund provided \$1317.99 to applicants



Since April 1, 2022, the Spike Fund has provided \$3305.66 to applicants

From April 1, 2021 to March 31, 2022, we received 9 applications



Since April 1, 2022, we have received and approved 27 applications

If you are interested in making a donation, applying for the Spike Fund or have any questions, please contact Ashley at [recreation@kentville.ca](mailto:recreation@kentville.ca) or call 902-679-2539



[kentville.ca/parks-and-recreation](http://kentville.ca/parks-and-recreation)

Town of Kentville

Office of the Chief of Police

January 2023



Administration	Time	December 2022	January 2023
	Plate queries	1094	870
	Training hours	120	80
	Veh. Cks 38's	122	75
	Warning tickets	44	0
	SOT Tickets	27	29
	Foot Patrol Hours	78	76
	CC Charges	17	29
	Calls for service	286	224
<b>Training</b>	<ul style="list-style-type: none"> <li>• Search warrant</li> <li>• Critical Incident Commander</li> </ul>		
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• Human Trafficking discussions</li> <li>• CAC</li> <li>• NS Chiefs</li> <li>• Multiple In-house meetings</li> <li>• Shift meetings</li> <li>• BoPC meeting</li> <li>• Yearly evaluation meetings</li> <li>• Updated PROS MOU</li> <li>• Met with APA on Pension plan</li> <li>• CISNS meeting-PEC</li> <li>• New range discussions</li> </ul>		
<b>Staffing</b>	<ul style="list-style-type: none"> <li>• 2 officers off sick for more than one cycle</li> </ul>		

- |  |   |
|--|---|
|  | <ul style="list-style-type: none"><li>• Interviewed for 6-month term and will offer a job in February</li></ul> |
|--|---|



## Kentville Police Service Bylaw Report January 2023

<b>Municipal Bylaw Investigations</b>	<b>1</b>
<b>Loitering -Warnings</b>	<b>5</b>
<b>Assist Police</b>	<b>7</b>
<b>Taxi Inspections</b>	<b>0</b>
<b>Animal Control</b>	<b>0</b>
<b>Smoking-Charges</b>	<b>8</b>
<b>Smoking-Warnings</b>	<b>0</b>
<b>Parking-Charges</b>	<b>63</b>
<b>Parking- Warnings</b>	<b>61</b>





## **Town of Kentville**

### **Staff Report to Council Advisory Committee**

### **Department of Engineering and Public Works**

### **February 13, 2023**

#### **Programs and Operations**

- **Kentville Water Commission:** In December we completed an extensive sampling programme required by NS Environment every five years following the Guidelines for Canadian Drinking Water Quality (GCDWQ) from each of our seven wells (raw water) and our two primary tanks (treated water). We received the results in mid January, and everything is well within their strict guidelines.  
In January we had a couple of water breaks which is typical during the winter months even though this hasn't been a typical winter. Otherwise, the month of January was operationally uneventful for the KWC with a few new residential service connections.
- **Sanitary Sewer Area Service:** Operationally there were no issues with the Kentville Sanitary Sewer Service.
- **Public Works:** The month of January was not typical weatherwise; while this has helped with the snow & ice control budget and we are forecasting a surplus in that line of the operating budget, the unfrozen ground and several major rainfall events has been damaging to our roads. In particular, a section of Canaan Avenue has been closed for over two weeks now between Dale Street and Elm Avenue due to a slope failure. We are awaiting a geotechnical investigation and engineering recommendation but know that the required method of repair will be in the order of \$200,000 and we will carry an item in the upcoming 2023/24 Capital Budget to carry out this road repair work.
- **Traffic Authority:** Nothing to report this month.

## **Projects**

- Preliminary design is now underway on some upcoming Capital projects that we will be discussing in Capital budget meetings later this month.

## **Public Engagement**

- Frequent phone calls and site visits.
- Appointments are now being accepted for in person meetings.
- Letter & email correspondence – As required.

## **Meetings and Events**

- Senior Staff meetings every Tuesday
- January 9<sup>th</sup> CAC
- January 19<sup>th</sup> Regional Sewer Committee

Respectfully Submitted,

David Bell  
Director of Engineering and Public Works



**Town of Kentville**  
**CAO to Council Advisory Committee**  
**FEBRUARY 13, 2023**

Budget: In a surplus situation. Capital 2023/24 budget in two weeks (separate meeting planned to present to council, TBD), and operational budget in April.

Human Resources: Director of Finance interviews are underway. Technical job descriptions are being created around the proposed new positions in 2023/24 budget.

Policy: Staff are completing a Kentville Tree Policy.

Recreation Centre: Utilized for an Emergency Warming Centre.

Meetings: Regional sewer, investment committee, recreation facility, Homeless No More data meeting and Devils half acre motorcycled rally planning.

Respectfully Submitted,

Dan Troke, CAO Town of Kentville