



TOWN OF KENTVILLE COUNCIL ADVISORY COMMITTEE November 14, 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, October 10, 2023
- 4. PRESENTATIONS**
 - (a) Basic Income Guarantee Nova Scotia
 - (b) Valley Community Learning Association**
- 5. DEPARTMENT REPORTS AND RECOMMENDATIONS**
 - (a) Finance
 1. Director's Report
 2. Forecast – Projections Report
 3. Reserve Balance Update
 - (b) Planning and Development
 1. Staff 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
2. 2023 Annual Resident Survey: Results
3. Housing and Community Partnerships Report
4. Provincial Housing Needs Assessment

6. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS

- (a) Changing of Name Cornwallis Street to Bridge Street Policy
- (b) Basic Income Guarantee, Discussion of Request

7. CORRESPONDENCE

- (a) None.

8. NEW BUSINESS

- (a) 2023 Council Meeting Dates
- (b) Municipal Election 2024
 - a. Appointment of Returning Officer **and Assistant Returning Officer**
 - b. Mode of Voting, 2024
 - c. Advance poll Date, October 10, 2024
 - d. **Voters List**

9. PUBLIC COMMENTS

10. IN-CAMERA

- (a) Legal

11. ADJOURNMENT

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TOWN OF KENTVILLE
COUNCIL ADVISORY COMMITTEE
Meeting Minutes: October 10, 2023
Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held in person in Town Hall and was livestreamed to YouTube with closed captioning.

Mayor Sandra Snow called the meeting to order at 6:00 p.m., and Interim Chief Administrative Officer (CAO) Rachel Bedingfield 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:

- David Bell, Director of Engineering
- Marty Smith, Acting Chief of Police
- Kirsten Duncan, Development Officer
- Wanda Matthews, Director of Finance
- Geoff Muttart, Solicitor
- Rachel Bedingfield, Interim Chief Administrative Officer
- Jennifer West, Recording Secretary

GUESTS

Rus Sanche, The Portal Youth Project

REGRETS

Craig Langille, Acting Director of Parks and recreation.

DECLARATIONS OF CONFLICT OF INTEREST

None.

2. APPROVAL OF THE AGENDA

Addition: 8.a Chief of Police

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Removed: In Camera, Land

It was moved by Councillor Paula Huntley and Councillor Gillian Yorke

That the agenda for the Council Advisory Committee meeting of October 10, 2023 be approved as amended.

MOTION CARRIED

3. APPROVAL OF THE MINUTES

(a) Council Advisory Committee, Meeting Minutes, September 10, 2023.

It was moved that the minutes from the Council Advisory Committee meeting held on September 10, 2023 be approved.

MOTION CARRIED

4. PRESENTATIONS

(a) The Portal youth Project

Russ Sanche, Director of the Portal, talked to Council of the housing crisis and shared some success stories from the community. He congratulated the town for working toward a culture of safety and compassion in Kentville.

Presentation available

Discussion

- Support for the town’s tax exemption policy for nonprofits, and encouragement for the Portal and other non-profits to apply for this tax relief.

5. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

(1) Directors Report and Operating and Capital Forecasts

Director Wanda Matthews presented the report for the period ending September 30, 2023. To this date 40.6% of the operating budget has been expended, and 82% of revenue has been collected.

See report for more information.

Discussion

- Request for staff to provide reserve balances to Council.

(b) Planning and Development

(1) Department Report

Development Officer Kirsten Duncan presented the planning and development department report for September 2023. Highlights included 12 development permits in September, a building valuation of \$655,900 for the

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year thus far, several subdivision applications, and a site plan approval for a property in the north end of the town.

See report for more information.

(c) Parks and Recreation

(1) Director’s Report

CAO Bedingfield presented the report for September 2023. Some of the highlights included the Housing Accelerator Fund application, a \$37,000 grant received from the Atlantic Canada Opportunity Agency toward capital projects and hiring for the Neighbourhood Outreach Program Coordinator. The Kentville arena is now open with full hours.

See report for more information.

Discussion

- Request that staff consider rebranding the Super Happy Active Family Fun Time.
- Concerns about the slow rollout of treating hemlock trees against Hemlock Woolly Adelgid, and clarification of the funding and expertise around this treatment program.
- Clarification of the roles of the Neighbourhood Outreach Coordinator and the Community Crisis Navigator.
- Request that staff provide more information on the contract between Kentville and the Village of New Minas around the dog park.

(d) Police Report

(1) Acting Chief’s Report

Acting Police Chief Marty Smith presented the police commission report, which included hiring for the Chief position, and subsequent shuffling of staff. Appreciation to Dawn Fitch for her 45 years of service to the police service, at the time of her retirement announcement. Deputy Smith gave some background around the thin blue line patch.

See report for more information.

(e) Engineering and Public Works

(1) Director’s Report

Director Bell submitted his report for September 2023. Some of the highlights included Canaan Avenue repair, lights on the Kentville Bridge, and sidewalk replacement for the AT connector and downtown. Council members and the director discussed stormwater management in the east end as well as across the town.

See report for more information.

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Discussion

- Clarification of some of the budget and details of the stormwater management design and the consultant hired for this work.
- Concerns around the communication of stormwater management events and a public information session from staff or the consultant.
- Concerns about the extent of solving this issue and the process of finding solutions for residents.
- Clarification of the neighbourhoods being assessed by the consultant now – mostly south of Park Street up to Prospect.

(f) Administration

(1) Chief Administrative Officer's Report

CAO Rachel Bedingfield presented the staff report for September 2023. Highlights included working on the Property Assessed Clean Energy program, Housing Accelerator Fund, and staff hiring and organization.

See report for more information.

(2) Housing and Community Partnerships

CAO Bedingfield presented the staff report on housing and community partnerships. The report by the Housing and Community Partnerships Coordinator highlighted meetings, partners, and partnership development to support housing, access and sheltering opportunities.

See report for more information.

(3) Sidewalk Petition Process by the Community

CAO Bedingfield presented the staff report in response to Council's concerns about community requests for sidewalks. The curb and sidewalks bylaw describes curb fees but does not outline the process of community petitioning for a sidewalk. Staff have reviewed the practice in other municipalities on this issue and offer solutions in their report.

Mayor Snow polled Council on which option they preferred:

1. That Council receive the staff report relating to sidewalks and proceed with the petition process as identified in section 81 of the NS Municipal Government Act
- OR
2. That Council receive the staff report relating to sidewalks and that Council direct the CAO to have staff draft proposed amendments to the Curb and Sidewalk Bylaw – Chapter 63 regarding an approved petition process for resident initiated local improvements.

Members unanimously voted for option 2.

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See report for more information.

It was moved by Deputy Mayor Cate Savage and Councillor Andrew Zebian

That Council Advisory Committee recommend

To the October 30 2023 meeting of Council

That Council direct staff to draft proposed amendments to the Curb and Sidewalk Bylaw – Chapter 63 regarding an approved petition process for resident initiated local improvements.

MOTION CARRIED

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

(4) Amenity Space Protocols

CAO Bedingfield presented the staff report in response to Council’s concerns about amenity space for developments in the town, containing 4 or more units. Staff reviewed amenity space legislation across the province, and the vision of the town of Kentville, and recommended that the town keep amenity space as a requirement for development.

See report for more information.

Discussion

- Concerns about buildings in the downtown which are near existing amenities, could waive the amenities requirements in order to increase housing stock instead of amenities.
- Challenge of creating amenity space in a building that does not have additional land.
- Support for dignified housing options that ensure residents have space for rest and recreation in their homes.

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

That Council Advisory Committee recommend

To the October 30 2023 meeting of Council

That Council support the Land Use Bylaw Amenity Space requirements.

MOTION DEFEATED

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

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6. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) Revised Municipal Planning strategy Amendment

CAO Bedingfield presented the report from C+D (Town Planner) which simply updated the recommendation report presented to Council at the September meeting of Council Advisory Committee.

See report for more information.

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

That Council Advisory Committee recommend

To the October 30 2023 meeting of Council

That Council approve the revised MPS policy recommendations.

MOTION CARRIED

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

(b) Revised Rezoning Application

CAO Bedingfield presented the report which updated the recommendation for this rezoning application.

See report for more information.

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

That Council Advisory Committee recommend

To the October 30 2023 meeting of Council

That Council approve the revised details on zoning application.

MOTION CARRIED

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

7. CORRESPONDENCE

(a) None.

8. NEW BUSINESS

(a) Appointment of Police Chief

DRAFT

Councillor Gillian Yorke, Chair of the Board of Police Commissioners, recommended Acting Chief Martin Smith to be appointed as the Chief of Police.

See report for more information.

It was moved by Councillor Gillian Yorke and Councillor Craig Gerrard

That Council Advisory Committee recommend
To the October 10 2023 special meeting of Council

That Council appoint Mr. Martin Smith as the Chief Officer of the Kentville Police Service.

MOTION CARRIED

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

9. PUBLIC COMMENTS

(a) Sharon Kehoe, Alicia Blvd

Concerned about finances for General Government Services and the legal services in particular. She was looking for clarity around financial statements and the audited statements.

(b) Gary Randall

Concerned about development and tree removal impacting stormwater management and flooding. He supports the preservation of forests as natural stormwater management.

(c) Ron Cousins

Raised the idea of “sponge gardens” being created in Toronto, Montreal and other cities to help with stormwater management in Kentville.

10. ADJOURNMENT

There being no further business to discuss,
Council Advisory Committee adjourned at 9:06 p.m.

MOTION CARRIED

Minutes Approved by Town Clerk
Rachel Bedingfield

A Case for Kentville to Support a Basic Income Guarantee (BIG)

Presented by:

Becca Green-LaPierre, Kings County Community Food Council

&

Roger Tatlock, Basic Income Nova Scotia Society

November 14, 2023



BIG-NS



Who We Are: KCCFC

A group dedicated to lead and collaborate on work in our communities to strengthen our food system.

Vision: Kings County will have a sustainable local food system, where everyone will have access to enough nutritious, safe, ecological and culturally appropriate food.



BIG-NS

Who We Are: BIG-NS

We are Nova Scotians.

Together we advocate for a livable basic income guarantee through outreach, education and informed conversation.

Our Asks to Council

1. That the Mayor write letters to the Prime Minister and Premier asking for federal and provincial/territorial governments to work together to create a national liveable basic income guarantee.
2. That the Mayor write a letter to the Premier and all MLAs, with copies to the Prime Minister and NS MPs, requesting that the province establish an all-party committee of the legislature to research and design implementation of a liveable basic income guarantee for all Nova Scotians.

What is a Basic Income Guarantee (BIG)?

A basic income guarantee is an income tested and targeted unconditional cash transfer from governments to individuals to enable everyone in Canada to meet their basic needs, participate in society, and live in dignity, regardless of work status.

BIG is:

- universally accessible
- unconditional, subject to income & residency requirements
- sufficient - a liveable amount
- respectful of autonomy

Targeted BIG Programs

Some argue that Canada has targeted, basic income programs:

- Canada Child Benefit for families
- OAS/GIS for low-income seniors
- Canada Workers Benefit
- Canada Disability Benefit

Isn't it time for a BIG for all?

Isn't it time that it's a liveable amount?

Why Should Municipalities Care about BIG?

Poverty impacts our communities and costs of poverty are downloaded onto municipalities.

Municipalities represent an important voice in social policy discussions at all levels: they are often on the front lines, working to ensure that *residents and communities lead happy, healthy, sustainable, and productive lives.*

Why Should Municipalities Care about BIG?

BIG *communities* experience:

- decreased crime
- decreased strain on health care system
- increased school attendance
- decrease in high school drop out rate

BIG *recipients* experience:

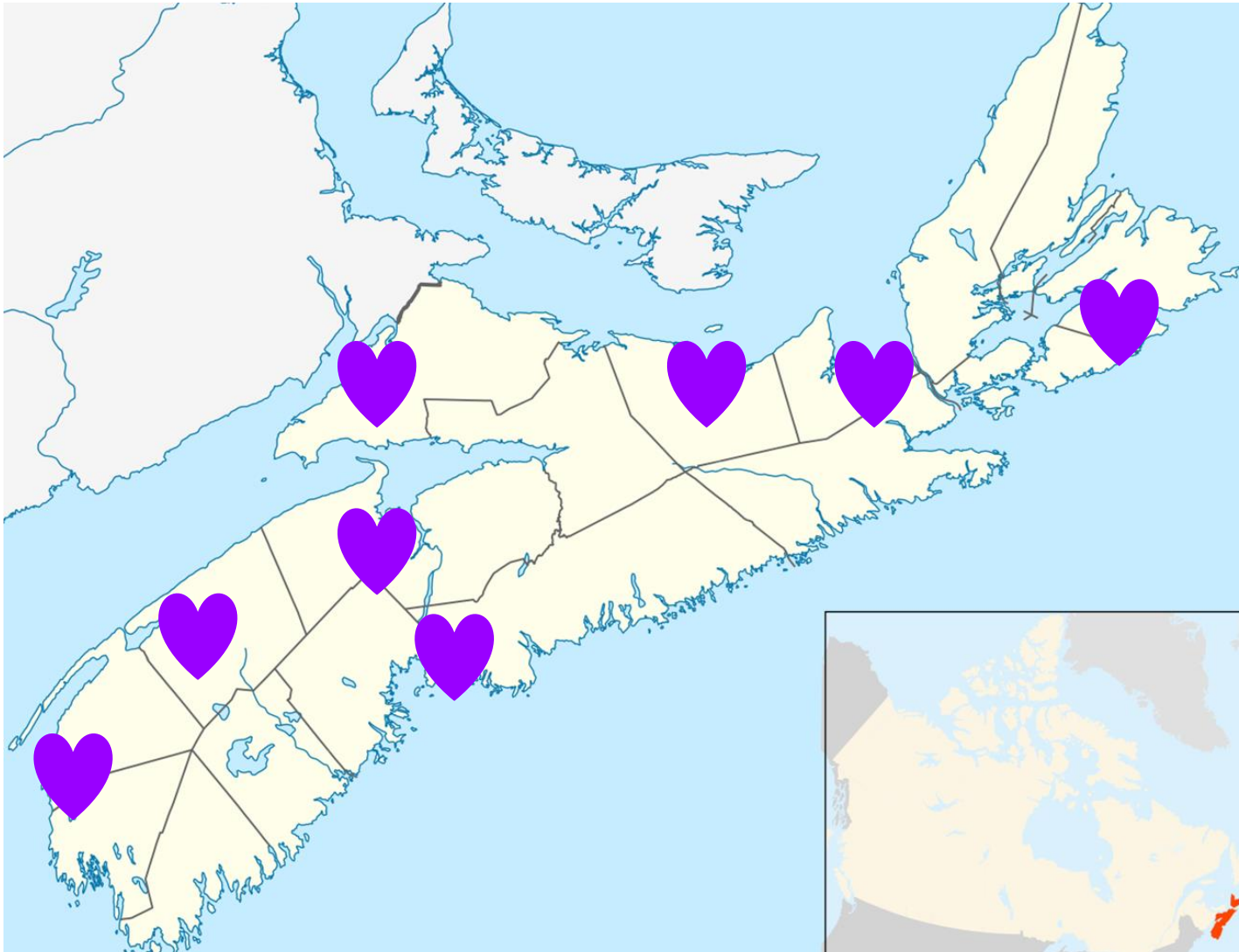
- improved mental & physical health
- better access to medication, nutritious food & transportation
- decreased poverty rates
- reduced homelessness
- improved financial security, including ability to shop locally and decrease personal debt.

Why Should Municipalities Care about BIG?

Mayor Mike Savage of HRM clearly stated at the [2022 Atlantic Canada Basic Income Summit](#):

“The feds have the money, the province has the jurisdiction, and the city has the problems.”

N.S. Municipalities that Have Passed Resolutions Supporting BIG



The Atlantic Mayors' Congress passed a motion in support of BIG in summer 2023.

As of Oct. 2023 the Municipal Representatives of *more than half the population of Nova Scotia* support BIG

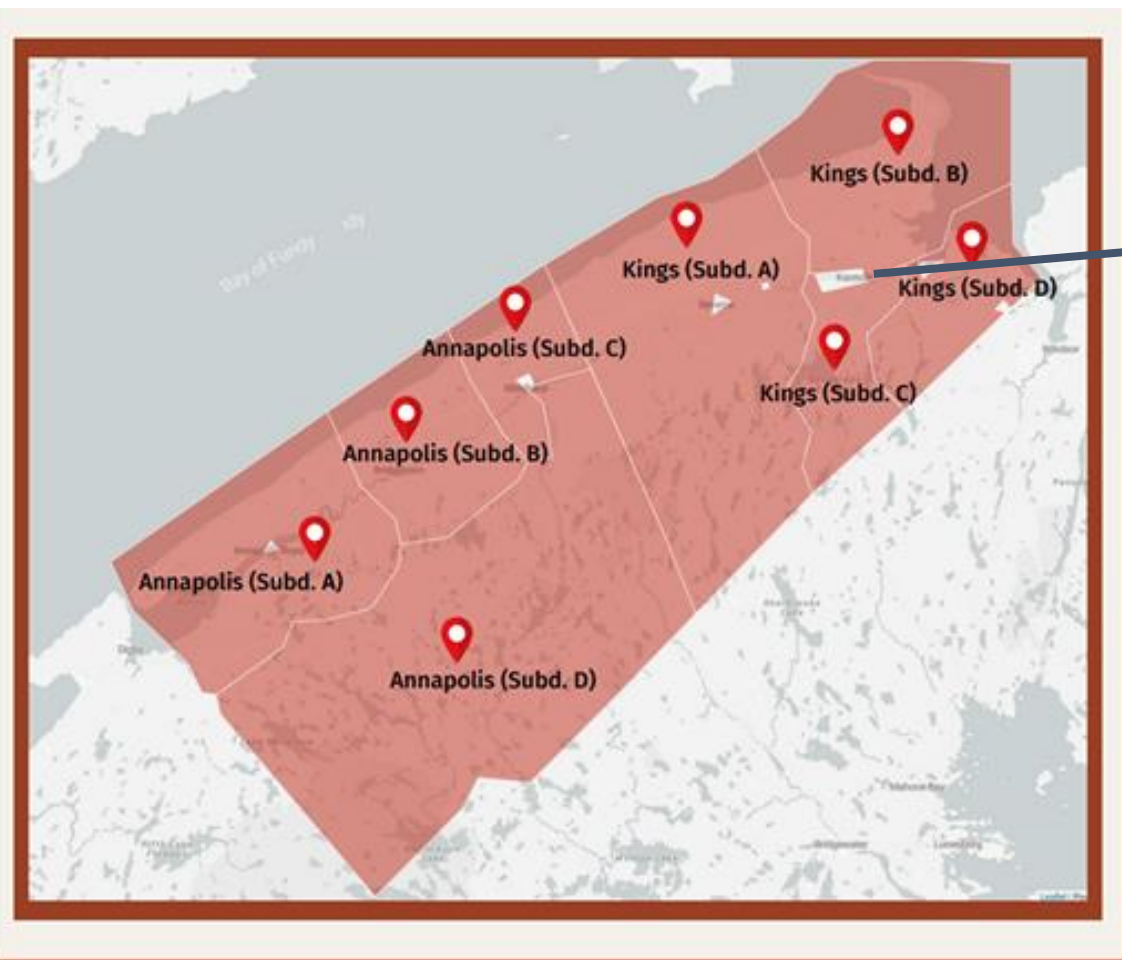
Our Asks to Council

1. That the Mayor write letters to the Prime Minister and Premier asking for federal and provincial/territorial governments to work together to create a national liveable basic income guarantee.
2. That the Mayor write a letter to the Premier and all MLAs, with copies to the Prime Minister and NS MPs, requesting that the province establish an all-party committee of the legislature to research and design implementation of a liveable basic income guarantee for all Nova Scotians.

Thank you for your time and consideration.



BIG-NS



Low Income (LIM-AT)

In 2021, approximately **925** people (15%) in Kentville were living in low income.

Compared to NS



- Children 0-17 years ... 14%
- Children 0-5 years ... 18%
- Seniors 65 and over ... 18%

Median Income

The median income is the income amount that divides a population into two equal groups; half having an income above and half having an income below that amount.

Household Income



One Person Income



Two or More Persons



One-Parent Family



source: Stats Can 2021 Census of Population data



POVERTY REPORT CARD

F Nova Scotia

Experience of Poverty	D
Poverty Measures	F
Material Deprivation	F
Legislative Progress	F

Context:

The high unemployment rate and stagnant minimum wage in Nova Scotia have contributed to the rise of poverty in the province. This has left a significant portion of the population struggling to meet their basic needs. A steep rise in housing costs over the past few years has exacerbated the issue. As such, 68% of food bank clients in the province live in rental housing. This rate is worst among the Atlantic provinces and points towards a larger issue with the cost of living and its impact on food insecurity. Rural residents face additional challenges because their geographic isolation makes it difficult to access services and opportunities.

[View Report Card](#)

Digging deeper into the data

- Context
- Contributing Factors
- Political & Policy Landscape
- Looking Ahead
- Policy Recommendations



When food bank visits show only the tip of the iceberg.

32 498

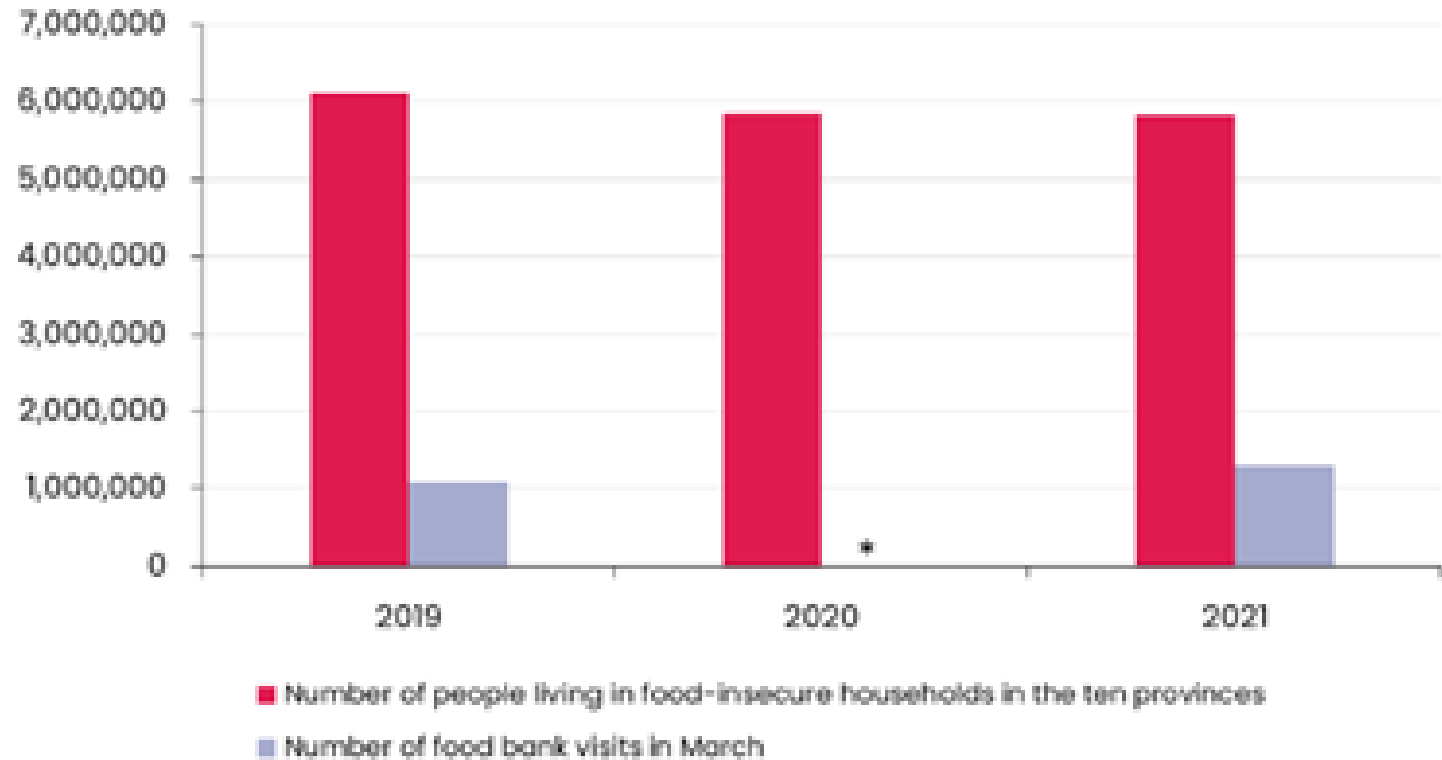
visits to NS Food Banks in 2021

(130 food banks reporting)



26.8% from pre-COVID

Food Insecurity vs Food Bank Use in Canada



Data source: Statistics on food insecurity estimated from the Canadian Income Survey (CIS) 2018-2020, collected in 2019-2021. Statistics on food bank usage represent the number of visits made to food banks in March of 2019 and 2021 reported by Food Banks Canada in its 2019 and 2021 HungerCount report. *There was no count of food bank visits in March of 2020 due to pandemic-related disruptions.

We need a BIG for the Preariat

The Precariat are:

- Artists, including Musicians
- Farmers & Fishers & Forestry workers
- Tourist workers
- Independent contractors
- Interns
- Temp agency workers
- ‘Platform workers’
- ‘On-call’ including call center workers
- PT wanting FT
- Municipal Councilors even...

What is precarious work?

“Working arrangements that are risky, temporary, part-time, insecure, uncertain, often provide low or unreliable wages, and typically lack benefits, rights, or other legal protections “(Cubrich et al., 2022)

We need a BIG for the Precariat

Who are they?

- Women
- Disabled
- Previously incarcerated
- Ethnic minorities
- Migrants
- Refugees
- Retirees
- Largest number are young people

How large is the Precariat?

- National and International studies say **24 - 25%** of the workforce.
- Approx. 25% of Annapolis Valley-Hants workers report having **more than 1 job** (N.S. Quality of Life Survey, Mar. 2020)

We need a BIG for the Precariat

Precarious Work: Understanding the Changing Nature of Work in Canada (June 2019)

Report of the Standing Committee on Human Resources, Skills, and Social Development and the Status of Persons with Disabilities

‘Recommendation 4. ...that Employment and Skills Development Canada study forms of income support, such as Guaranteed Annual Income or other transfer programs that are not tied to employment’

The most important question we can usefully answer in rich countries is not how to make them grow richer, but how to improve the quality of life of the average citizen. It may be one of the greatest challenges of our time.....

Bannerjee & Duflo, 2019

Noble Prize winning Economists



Coalition Canada
basic income
revenu de base

BICYN
basic income canada youth network
réseau canadien des jeunes pour le revenu garanti

OBIN
ONTARIO BASIC INCOME NETWORK
RESEAU ONTARIEN DE REVENU DE BASE

The Case for Basic Income and Municipalities

2022

Bruce Knox

With input from: Dale Bass, Gian-Carlo Carra, Hilary Gough, Jesse Helmer, Alanna Jankov, Jeff Leiper, Mairin Loewen, Wayne Mason, Catherine McKenney, Shawn Menard, Wayne Potoroka, Keith Riel, Mike Savage, and Arjun Singh

**THE CASE
FOR BASIC
INCOME
SERIES**

Basic income and municipalities

Prepared by: Bruce Knox

With input from: Dale Bass, Gian-Carlo Carra, Hilary Gough, Jesse Helmer, Alanna Jankov, Jeff Leiper, Mairin Loewen, Wayne Mason, Catherine McKenney, Shawn Menard, Wayne Potoroka, Keith Riel, Mike Savage, and Arjun Singh

SUMMARY

Municipalities are taking extraordinary measures to support their residents and address poverty and inequality (Association of Municipalities of Ontario [AMO], 2020). Poverty has a downstream effect on municipalities, and places additional pressures on the delivery of necessary public services (e.g., maintaining essential infrastructure, clean water, and waste diversion) and social programs (e.g., housing and income supports), which may vary across jurisdictions (Association of Municipalities of Ontario [AMO], 2020). Municipalities are frequently responsible for funding many public services and social programs, and must rely on their limited revenue streams to do so. This includes taxation (e.g., property taxes), service fees, and government funding (e.g., grants; AMO, 2022).

ABOUT BASIC INCOME

Basic income means different things to different people. The Case for Basic Income series defines basic income as an income-tested and targeted unconditional cash transfer from governments to individuals to enable everyone in Canada to meet their basic needs, participate in society, and live in dignity, regardless of work status.

Some Case project teams make more detailed recommendations about the principles to guide the design of a basic income program in Canada.

ABOUT THE CASE FOR BI SERIES

The Case for Basic Income series explores the impacts of a basic income program for various communities and policy areas across Canada. Each Case has been developed collaboratively by subject matter experts and basic income advocates to consider the distinct issues and concerns between the Case topic and income insecurity - and the difference that basic income might make.

Every Case is unique in both function and form and is guided by its authors and contributors.

Basic income and municipalities

Why Municipalities Support a Federally-Funded Basic Income

Municipalities are struggling to keep up with the downloaded responsibility of providing essential public and social support services.

Over the years, the responsibility for maintaining essential public and social support services has been increasingly downloaded onto municipalities from other levels of government (Ontario 360, 2020; Slack & Harchard, 2021). Combined with limited options for revenue streams and the inability to run deficits, municipalities are struggling to keep up with the rising costs of public and social support services (Federation of Canadian Municipalities [FCM], 2020). Meanwhile, they are seeking the means to provide residents with the flexibility to be able to afford necessary services – including electricity, heat, and water – regardless of their economic status, and without compromising their wellbeing (AMO, 2020).

The COVID-19 pandemic has exacerbated municipal constraints, leaving them to deal with the exposed flaws in our social safety net as well as growing economic, racial, health, and other inequities (FCM, 2020). Municipal governments and service providers are often on the front lines supporting residents' wellbeing: when people are struggling to meet their needs, it is at the community level where the impacts can be felt most strongly (FCM, 2017).

As we move toward a post-COVID recovery, municipal leaders are looking for ways to improve wellbeing and livability, all while balancing budgets and supporting a strong quality of life (FCM, 2020)

By supporting residents to be able to afford the necessary services provided by municipalities, the fiscal strain on local governments is reduced. A basic income could help municipal services remain sustainable and affordable for everyone.

Basic income can alleviate pressures on municipalities to address poverty.

When people have a sufficient income, municipalities are better equipped to ensure that everyone has access to the public and social services they need, from affordable utilities to subsidies for programs and services. Importantly, many of the services and supports provided by municipalities have direct implications for the social determinants of health: the social and economic factors that determine individual and population health (Canadian Public Health Association, n.d.). Due to jurisdictional differences, municipalities have varying degrees of influence on the range of social determinants that can shape health outcomes. That said, a basic income could meaningfully affect several determinants, with positive knock-on effects for municipalities. For instance, income represents perhaps the most

important social determinant of health (Mikkonen & Raphael, 2013; Living Wages for Families Campaign, n.d.). Evidence from basic income pilots shows that providing people with a sufficient and secure income results in improved mental and physical health, decreased poverty rates, and greater access to medication and supplements, nutritious food, and transportation (Ferdosi et al., 2020; Forget, 2011; Forget, 2013).

Another core social determinant with clear relevance for municipalities is housing (Bula, 2021; Canadian Union of Public Employees, 2019). Research from the Ontario Basic Income Pilot found that access to a guaranteed income supported participants to find and secure more affordable, suitable, and safe housing (Ferdosi et al., 2020). By helping people to become and remain housed, a basic income could alleviate the downloaded pressure on municipalities to meet their residents' housing needs, as well as prevent homelessness.

While a basic income would ideally replace provincial, territorial, and municipal income assistance programs, it should complement other services and supports that disproportionately support low-income individuals. That said, providing people with sufficient income could conceivably reduce the demand for supportive programs and services. In addition to offering greater dignity and autonomy, providing a basic income at a livable level might help address what is often a major driver of demand for housing, food security, mental health, and other programs: a lack of income (Food Banks Canada, 2020; Tarasuk et al., 2018). As such, a basic income could help

alleviate the pressures municipalities face in providing these crucial social supports. This is not to say these supports would no longer be needed: however, implementing a basic income could support municipalities' capacity to provide more effective, affordable, and high-quality services that work in tandem with those under provincial, territorial, and federal jurisdiction (FCM, 2017).

As an income security program, basic income would work in concert with necessary social services to better support low-income individuals – while helping municipalities to do the same.

Basic income builds communities.

A permanent basic income could stimulate economies, boost consumer spending, and encourage individuals to shop locally (Nikiforos et al., 2017; Surrey Board of Trade, 2021). Improved financial stability makes it easier for residents to participate, contribute, and invest in their local economies and communities. In this way, basic income represents an exciting opportunity for municipalities to harness the sense of security and belonging that it might offer. Rather than responding to crises, municipalities might be better placed to explore and support innovative and forward-looking solutions that enhance livability and wellbeing: for instance, developing culturally-appropriate services, building sustainable and environmentally-friendly infrastructure, and pursuing more inclusive and accessible urban planning solutions. When residents can participate, contribute, and invest in their local communities, everyone is better equipped to help build a strong and just social fabric.

In addition to supporting people to live their lives with dignity, a basic income can help remove barriers to active community engagement, enabling individuals to participate more meaningfully in society.

Conclusion

Evidence suggests that a federally-funded basic income is not only feasible in Canada, but could bring significant benefits at the municipal level.

Basic income is not new to Canada: similar cash transfer programs already exist for seniors (e.g., Guaranteed Income Supplement) and children (e.g., Canada Child Benefit), with evidence demonstrating their widespread positive impacts (Brown & Tarasuk, 2019; McIntyre et al., 2016). Research supports the financial feasibility of a basic income in Canada, along with its capacity to foster diverse social, health, and economic benefits (Ferdosi et al., 2020; Pasma & Regehr, 2020; Forget, 2020). Evidence from basic income pilots in both Manitoba and Ontario clearly demonstrates that a basic income benefits both municipalities and their residents (Ferdosi et al., 2020; Forget, 2011).

Municipalities represent an important voice in social policy discussions at all levels: they are often on the front lines, working to ensure that residents and communities lead happy, healthy, sustainable, and productive lives. A federally-funded basic income, complemented by other social support services, is well-positioned to support municipalities in achieving this.

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RE: Standing Senate Committee on National Finance’s Study of Bill S-233

May 29, 2023

The following submission from Coalition Canada Basic Income – revenu de base, a pan-Canadian organization of advocates in support of the implementation of a Guaranteed Livable Basic Income (GLBI) in Canada, **recommends that the Standing Senate Committee on National Finance support Bill S-233, *An Act to develop a national framework for a guaranteed livable basic income***, and send it to third reading as soon as possible.

A GLBI is not a UBI. That means, it is not paid to everyone, but is income tested. It provides an income floor beneath everyone’s feet that eliminates the risk of falling into poverty should disaster strike. A GLBI should be **sufficient** to allow people to live a life with dignity, security, and the ability to afford necessities. A GLBI must **be accessible** to those who need it; based solely on the **conditions of income and residency**; **respect the autonomy of individuals and indigenous peoples**, avoid stigmatization and overly burdensome oversight; **complement** the other elements of our social safety net, and **be both reliable and flexible**, thus changing as income rises or falls. These foundational [principles of a GLBI](#) are in line with the GLBI called for in Bill S-233.

Coalition Canada and its members are encouraged by and support key elements of this legislation. More specifically:

We recommend the development of a GLBI for working-aged adults (ages 18-64), including temporary workers, permanent residents, and refugee claimants. This would make it easier to align with the existing benefits, including those 'basic income-like' benefits for Seniors (OAS and GIS) and for parents (CCB), and the forthcoming Canada Disability Benefit.

- We support the recommended consultation process.
- We support the development of measures identified in the Bill to:
 - Determine what constitutes a livable income for each region of Canada. We support use of a measure that a) is sufficient to meet peoples’ basic needs, b) does not disadvantage anyone based on household composition or region of residence, c) is respectful of the right to self-determination and unique needs of indigenous groups, and d) is adjusted to changing economic realities over time.
 - Create national standards for health and social supports that complement and guide a GLBI in every province.
 - Ensure that GLBI is not tied to education, training, or participation in the labour market requirements.

- Ensure the implementation of a GLBI does not result in a decrease in services or other benefits meant to meet an individual's exceptional needs related to health or disability.

As the Committee studies this important legislation, Coalition Canada urges members of the committee to consider important new developments supporting GLBI in Canada.

Many jurisdictions are calling for the implementation of a GLBI. Over the last year, municipalities from coast to coast have called for their provincial governments to work with the federal government to implement a GLBI. [The Union of Municipalities of British Columbia](#); the [City of St. John's, NL](#); [Saint John](#), [Moncton](#), [Fredericton](#), [Miramichi](#), and [Edmundston](#) in NB; and [Halifax Regional Municipality](#), [Pictou County](#), County of [Annapolis](#), [Antigonish](#), and Wolfville in NS are among the local governments who have passed resolutions for a GLBI in the last year alone. This comes after the Final Report of the Special Committee on Poverty in PEI [recommended the implementation of a GLBI in 2020](#), while now an [all-party committee examines the feasibility of a GLBI in Newfoundland and Labrador](#). [The Human Rights Commission of Newfoundland and Labrador](#) has also called for the implementation of a guaranteed livable basic income.

National Indigenous Organizations support a GLBI. Last Spring, before the Standing Senate Committee on Aboriginal Affairs, representatives of the Assembly of First Nations, Inuit Tapiriit Kanatami, and the Metis National Council all voiced their support for a GLBI ([APPA, April 25, 2022, 15:44:58](#)). Implementation of a GLBI is also explicitly stated in Calls for Justice 4.5 and 16.2 of the Missing and Murdered Indigenous Women and Girls report.

Business communities are voicing support. The nature of work and the workforce is evolving rapidly. This is why over [150 Canadian CEO's](#) have called for the implementation of a basic income, the [Canadian Women's Chamber of Commerce](#) supports a basic income, and the [Canadian Chamber of Commerce](#) has supported further study on a basic income.

GLBI has the potential to dramatically impact the health and well-being of Canadians. Evidence from studies of the [MINCOME](#) program in the 1970s and the [Ontario Basic Income Pilot](#) of 2017/18 demonstrate a dramatic reduction in poverty, lower doctor and hospital visits, and lower crime rates while improving recipients' mental and physical health, food security, educational opportunities, and housing adequacy while having a [negligible impact on labour participation](#). GLBI also has the potential to [mitigate the growing impacts of climate change](#) on low-income Canadians.

Paying for a basic income. Some have suggested that a GLBI is too costly to implement. [However, economists have shown how](#) a national basic income program could be paid for with negligible impacts on the taxes Canadians pay today. Advocacy groups ([BICN](#) and [UBI Works](#)) have demonstrated how a more equitable tax system could allay the costs of a basic income. The social return on investment resulting from reducing the [costs of poverty](#) and thereby improving health and well-being, would further offset the expense. Additionally, as has been shown with the [Canada Child Benefit](#), GLBI has the potential to boost local economies as the money would be spent locally.

In this moment, we must ask ourselves: what is the cost we face by continuing to address poverty with inadequate, piece-meal measures? If COVID-19 has taught us anything it is that **we need**

transformational change to meet a transformational moment. The current systems we have in place to address poverty and help Canadians in a time of crisis fail many of our citizens and residents, are deeply unfair, and woefully inadequate. Tinkering around the edges of these outdated mechanisms merely extends the harm Canadians face now and in times of crisis. With a rapidly changing labour market due to climate change, artificial intelligence, and automation, **we find ourselves in a moment where the systems of yesterday do not address the context and crises of today.** For more information please see our [FAQs](#).

Bill S-233 would require the Minister of Finance to establish a framework for a critical element of our future social safety net. With this work completed, legislators and stakeholders will be able to move forward in an earnest, evidence-based conversation on the future of a GLBI in Canada. Such a conversation is long overdue, and we owe it to Canadians and to future generations to ensure we adequately and thoroughly examine a measure with such potential and promise to create a just, transformational change. The cost and risk of not doing so is simply too high. **It is in this spirit that we urge the Committee to send Bill S-233 to third reading.**

Submitted on behalf of Coalition Canada Basic Income - revenu de base by

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Coalition Canada members



Key Messages

1. Income is one of the most important determinants of healthy people and communities.
2. Some groups face greater barriers in accessing economic opportunities and resources.
3. An illness, injury, life event or change in employment can cause a sudden loss or reduction of income for anyone.
4. Income support programs and employment conditions can be designed to enable everyone to live a healthy and dignified life.
5. Change is possible through policy action that guarantees a secure and adequate income for all.

Definitions

Income: the sum of all economic resources, including employment wages, salaries, public income supports and/or other benefits.

Income-Health Gradient: the variation in health outcomes among individuals and groups due to income.

Living Wage: the minimum hourly pay necessary for a worker to meet their basic needs.

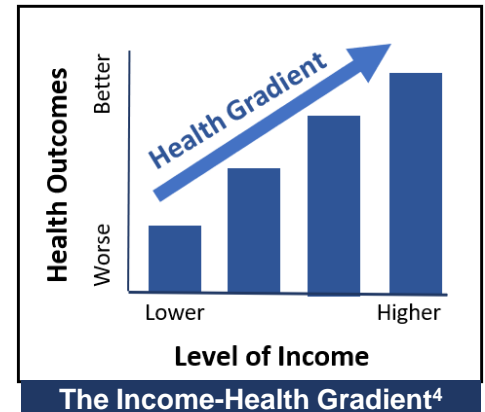
Low-Income Line: an income value below which a person or family is considered as living in low income. Two commonly used low-income lines are the LIM-AT and the MBM.*

Income and Health

Income is one of the most important determinants of health. Income shapes living conditions and impacts people's access to the necessities, opportunities, resources and care they need to prevent and manage health conditions and promote health across the life course. It also influences experiences with other determinants of health, such as social connection, housing, food insecurity, education and early child development.¹

The distribution of income across communities also tells us about the different health outcomes of the people that live there. As level of income decreases, the risk and prevalence of poor health outcomes increases. This is true for many health conditions, including certain types of cancer, type II diabetes, oral health, and mental illness.^{2,3}

The **income-health gradient** describes the way that differences in income predictably result in differences in health outcomes. People and communities with higher income generally have better health, whereas those with lower income tend to have poorer health. These differences in health outcomes are inequitable - meaning they are avoidable, unfair, and unjust.^{4,5}



Healthy communities are those where systems and policies are designed to ensure that everyone has an income that enables them to meet their basic needs and live a healthy and dignified life.

INDICATOR: PREVALENCE OF LOW INCOME

Prevalence of low income (LIM-AT), Western Zone Counties, NS, and Canada, 2021 Census^{6**}

Annapolis	n = 4,555	21.8%
Digby	n = 3,660	21.8%
Queens	n = 2,160	20.9%
Shelburne	n = 2,495	18.5%
Yarmouth	n = 4,480	18.3%
Lunenburg	n = 7,755	16.2%
Kings	n = 9,815	15.9%
NS	n = 142,180	14.9%
CAN	n = 4,016,065	11.1%

According to the 2021 Census, **142,180** people in Nova Scotia (**14.9%**) were living in low-income, based on the LIM-AT low-income line.^{6*}

Prevalence of low-income varies by household size and composition in Nova Scotia. These differences are partially due to number of income earners and dependents, and eligibility for public income supports:

- 36.4% of one-person households (no children)
- 28.5% of one-parent households
- 9.8% of couple households with no children
- 7.3% of couple households with children⁷

People living in low income have a range of lived experiences. There are gaps in the ability to meet basic needs below a low-income line. How far a person or household is below a low-income line is referred to as **depth of poverty**. In Atlantic Canada, people living in deep poverty*** are more likely to be single, living alone, middle-aged, and receiving income assistance.⁸

A Closer Look at Income Adequacy

Two of the main ways people receive income are through public income support programs and paid employment. **Public income supports** are financial resources provided through provincial and federal governments to supplement low income or provide income in cases where people do not have the opportunity or ability to participate in paid work.⁹ **Employment income** is the total compensation received for work performed. This can include wages, salaries, and other benefits (such as paid leave).⁹

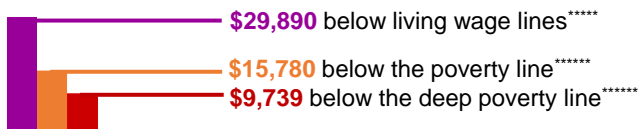
All people are deserving of an **adequate income** that enables them to meet their basic needs and live a healthy life, no matter their income source. The adequacy of income is relative to the overall costs of living (such as the cost of food, childcare, and housing). Costs of living continue to increase across the province, up **7%** in Southern Nova Scotia from 2021 to 2022.¹⁰

Below is a closer look at a few examples of the adequacy of different (and often overlapping) types of income.

Public Income Supports				Employment Income		
Benefits & Tax Credits	Public Pensions	Income Assistance	Employment Insurance	Contracts, Wages & Salaries	Employment Benefits	Self-Employment Earnings

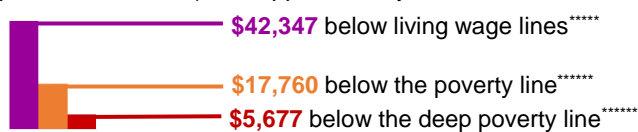
In Nova Scotia, there are **42,778** people receiving Income Assistance¹¹

The yearly income of a single, unattached person receiving the **maximum amount** of provincial income assistance (plus other benefits)^{****} is approximately^{12,13}:



48% of NS public income recipients are unattached singles.¹¹

The yearly income of a two-adult, two-child family receiving the **maximum amount** of provincial income assistance (plus other benefits)^{****} is approximately^{12,13}:



13% of public income recipients are couples with children.¹¹

Public income support programs can be designed to provide people with adequate income.

In 2020-21, federal and provincial governments provided several *temporary* crisis income supports to help those who had lost employment income due to the COVID-19 pandemic.¹⁴

Total income supports provided in 2020 (including COVID benefits) were shown to **reduce child poverty rates** in Nova Scotia

by **55.3%**, lifting **26,810** children aged 0-17 years out of low income.¹⁵

Employment and working conditions impact the stability and adequacy of income.^{10,16}

Some factors that impact employment income (and related data for Nova Scotia⁶) include:



Whether workers are **employees (88.4%)** or **self-employed (11.6%)**.



Whether employment is on a **permanent (80.1%)** or **temporary basis (19.9%)**.



Whether employment is on a **full-year, full-time (53.3%)** or **part-year and/or part-time basis (46.7%)**.⁹

Nearly **50%** of workers in Nova Scotia do not earn a living wage.¹⁷

The minimum legislated hourly wage in Nova Scotia is **\$14.50** and will increase to **\$15.00** in October/23.¹⁸

7% of workers in Nova Scotia were paid minimum wage in 2021-2022. They worked primarily in retail trade and food and accommodation industries.¹⁸

A living hourly wage is much higher. In Southern Nova Scotia it is **\$22.55**.¹⁰

Stability of work impacts access to paid sick leave. In Nova Scotia, these workers have no access to paid sick leave¹⁹:

- **67%** of part-time employees (< 30 hrs/week)
- **69%** of people earning < \$25,000/year
- **72%** of non-permanent (seasonal, term, casual, on-call) employees

54% of workers in Nova Scotia do not have access to paid sick leave.¹⁹

5.6% of working Canadians live in *working poverty* and account for over **40%** of the population living in low income.²⁰

This means they have an after-tax annual employment income between \$3,000 and the LIM-AT, are not a student, and live independently.²⁰

Understanding Inequities

Not everyone has the same opportunity or ability to access employment and adequate income.

Income levels differ across social, gender, cultural and racial identities and groups.^{15,21} These differences are the result of a long history of policies and practices that have limited some groups from accessing or accumulating economic or social resources. This leads to unfair disadvantages and establishes generational barriers to education, employment, and ultimately, financial security for many people and communities.

The same systems and policies that create unfair differences in income also create unfair differences in health. This makes income and employment important areas of focus for improving community health outcomes and reducing health inequities.

Areas for Consideration

Communities, organizations, governments, and businesses have a role to play in ensuring all individuals and families have access to a secure and adequate income that protects and supports their health and well-being. **While policies and practices that impact income are complex, groups can work together to:**

Improve the **accessibility and adequacy** of income support programs – indexing amounts to low-income measures and inflation.

Offer **living wages, paid leave, and other benefits**, with attention to addressing adequacy for the lowest earners and reducing income inequities.

Strengthen and enforce employment standards laws and regulations for **all workers** to reduce precarious employment and ensure **decent work**.²²

Lower the costs of living with a focus on the affordability of food, housing, childcare, transportation energy and access to essential health care (such as counselling, dental care, medications).

Raise awareness and support for healthy public policies that create **vibrant economies** and ensure access to a **basic income** that covers necessities, allows for social connection and participation, and enables everyone to live a full, healthy life with dignity, autonomy and security.²³

THE MAIN TAKEAWAY

Ensuring that all people have access to an adequate income that meets their needs is one of the most important determinants of health.

Technical Notes

*Low-income conditions can be quantified in several ways. This profile focuses on two: the Low-Income Measure After Tax (LIM-AT) method, and the Market Basket Measure (MBM) method. Both measures have strengths and weaknesses, and both are important to consider when describing low-income conditions. The 2021 Census reports the prevalence of low income in Nova Scotia as 14.9% based on the LIM-AT, and the poverty rate as 9.8% based on the MBM.

LIM-AT: The Low-Income Measure After Tax (LIM-AT) considers anyone whose household income is less than 50% of the median-adjusted after-tax income of all private households to be living in low income. The line is "adjusted" for increasing needs of increasing household sizes. Prevalence data is broken down to small geographies (such as county) in the 2021 Statistics Canada Census Profiles; however, the LIM-AT cut-offs do not vary by size of area of residence.

MBM: MBM is based on the cost of a specific set of basket goods required to achieve a basic standard of living. When an individual or family is unable to afford this 'basket' of items in the community in which they live, they will be considered as living in low income. The basket was last updated in 2018, and cut-offs are adjusted for size of area of residence. The MBM is Canada's official poverty line.^{25,26}

**To ensure confidentiality in Census data, the values, including totals, are randomly rounded either up or down to a multiple of '5' or '10.' Each individual value is rounded (totals and sub-totals), so when data are summed or grouped, the total value may not match the individual values. Similarly, percentages, which are calculated on rounded data, may not necessarily add up to 100%.

***Deep poverty is a measure of severe deprivation and is measured differently in different analyses. Two definitions are used in data referenced in this profile. In Dutton & Emery (2019)⁷, deep poverty is measured as having an income at 50% or less of the Low-Income Measure (LIM) each year. In Maytree (2021)¹², the deep income poverty threshold is equivalent to 75 % of the Official Poverty Line (MBM).

****Maximum annual amount of public income supports refers to the sum of all supports (e.g., social assistance, federal and provincial child benefits, and federal and provincial tax credits/benefits) received.

*****A living wage determines the household income required to meet basic needs and enjoy a decent quality of life. The living wage used in this profile incorporates 10 expense categories (i.e., Food, Clothing and Footwear, Shelter (includes utilities and internet), Transportation, Child Care, Health Care, Contingency/Emergency, Parent Education, Household Expenses, Social Inclusion). Living wages are calculated based on cost estimates from specific regions of the province. Southern Nova Scotia is used as the reference line in this profile.

*****The poverty line is defined by the MBM explained in (*). The deep poverty line, explained in (***), indicates households that have a disposable income of less than 75% of the MBM poverty line.



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TOWN OF KENTVILLE
Staff Report to Council Advisory Committee
For the Month of September 2023
FINANCE

Operations

- Retirement celebrations were held October 31, 2023 in honour of Wanda Whitlock, Payroll and Benefits Specialist. Recruitment efforts underway.
- Onboarding for the Accountant and Director roles will continue throughout the fiscal year as the annual accounting cycle progresses.
- Opportunities to optimize processes and enhance online access are an area of focus for Finance and senior leadership.
- Financial Information Return (FIR) yet to be released.
- The Department of Municipal Affairs and Housing (DMAH) is seeking feedback on a revised Financial Reporting and Accounting Manual. Once revisions are finalized and impacts on our reporting are known, a briefing will be provided to CAC.

Financial

- Appendix A includes the preliminary Year to Date September 2023 General Operating Fund Statement of Operations along with an overview analysis.
- The 2023-2024 Town capital forecast remains at \$ 5,461,900. Year to date October 31, 2023 expenditures are \$ 1,906,318 (35 % of forecast). See Capital Investment Plan update Appendix B.
- 2023-2024 temporary borrowing resolutions for the Town of Kentville General Capital Fund, Kentville Water Commission and Sanitary Sewer were submitted September 26th to DMAH. We continue to await Ministerial authorization.
- Of the \$ 12,188,511 tax levy billed in 2023-2024, 3.9% remains outstanding as at October 31, 2023. Aging of taxes receivable is below.

Outstanding Tax Receivable		
2023-2024	2022-2023	Prior Years
\$ 475,987.48	\$ 2,079.64	\$ 1, 805.12

Respectfully submitted,

Wanda Matthews, CPA, CA
 Director of Finance



Town of Kentville Operating Fund
Statement of Operations
Year to Date September 2023

Overall

Actual revenue sources and expenditure payments are reported as they are earned or come due. The portion of revenues or expenditures recognized as a percentage of the annual budget is the budget revenue or spend rates. If revenues and expenditures were evenly distributed throughout the year, a 50% revenue or spend rate would be expected in month six (6) of the fiscal year. Spending patterns are often annual, quarterly, or monthly. Timing differences between yearly spend rates and budget compared to actual occur.

Actual results are evaluated against the prior year's revenue and spend rates as well as the current year's budget. Overall YTD results show **47.9%** of **expenditure** budget used and **83.9%** of **revenue** budget recorded creating an overall surplus of \$5,738,963.

Explanation of significant changes between current year and prior year revenue or spend rates are below.

Revenue

- Final **tax levy** is reflected in actual results.
- **Services to Local and Provincial Governments and Other Revenue-Own Sources** revenues are now consistent with prior year levels.
- **Payments in Lieu of Taxes** – federal and provincial revenues are unconfirmed and payments are outstanding. In 2022 federal payments were received in September, while provincial payments were received in March 2023.
- **Conditional Transfer** – Canada Summer Jobs funding received in October this year versus September in 2022 causing our current spend rate to be lower.
- **Financing and Transfers**- Timing of entries create the spend rate difference.

Expenditures

- **General Admin**
 - Annual insurance expenditure was allocated to program areas in September reducing costs in **General Admin** and increasing costs in **Protective Services, Transportation Services, Environmental Development** and **Recreation**.
 - One time PACE cost sharing with West Hants, IT MDR solution and grants to community organizations.
- **Debt charges** occur based on a defined payment schedule.
- **Protective Services** – Water supply and hydrant services allocation between Town funds outstanding, reducing spend rate.
- Timing of Kings Transit Authority expenses included in **Transportation** are causing a reduced spend rate for this year.
- **Public Health and Housing** – the 2022-2023 deficit accrual was insufficient to cover the actual invoice; the balance is recorded as an expense in the current year.

Town of Kentville Operating Fund
Statement of Operations
For the Period Ending September 2023

Expenditures Continued:

- A vacant planner position and timing of secondary planning work recorded in **Planning and Zoning** is contributing to its variance from last year's spending and this year's budget.
- **Economic Development** contains a one-time \$25,000 payment to KDCL.
- **Parks and Recreation** secured grants to offset the costs of Canada Cup and experienced higher than budgeted pool revenues, creating a favourable variance to budget in Programmes and Facilities

Town of Kentville Operating Fund

Statement of Operations

For the Period Ended September 30, 2023

Revenue	Annual Budget	Preliminary YTD Amount	% Budget Revenue CY	% Budget Revenue PY
TAXES				
Tax (including Industrial Park)				
Assessable property	11,330,300	11,333,080	100.0%	100.0%
Resource	54,200	54,142	99.9%	100.0%
Economic development	112,200	112,344	100.1%	94.7%
	11,496,700	11,499,566	100.0%	99.9%
Area rates and frontages				
Area rates	674,600	684,677	101.5%	101.8%
Special assessments	2,000	9,614	480.7%	72.5%
	676,600	694,291	102.6%	101.6%
Based on revenue				
Business property	34,600	31,317	90.5%	96.6%
TOTAL TAXATION	12,207,900	12,225,174	100.1%	100.0%
PAYMENTS IN LIEU OF TAXES				
Federal and agencies	387,900	-	0.0%	97.8%
Provincial and agencies	178,400	-	0.0%	0.0%
	566,300	-	0.0%	68.6%
SERVICES TO OTHER GOVERNMENTS				
Provincial government	138,300	66,838	48.3%	46.2%
Local government	96,100	23,053	24.0%	23.2%
	234,400	89,891	38.3%	36.8%
SALES OF SERVICES				
Agencies	1,060,500	597,539	56.3%	53.8%
OTHER REVENUE-OWN SOURCES				
Fines, fees, permits	36,600	26,456	72.3%	69.4%
Rentals	415,400	62,454	15.0%	20.9%
Interest	134,200	154,025	114.8%	79.1%
Return on investments	630,000	-	0.0%	0.0%
Other	43,400	14,113	32.5%	45.4%
	1,259,600	257,047	20.4%	16.6%
UNCONDITIONAL TRANSFERS	223,400	144,987	64.9%	67.4%
CONDITIONAL TRANSFERS	169,900	73,600	43.3%	61.7%
FINANCING AND TRANSFERS				
From reserves	241,900	-	0.0%	100.0%
	241,900	-	0.0%	100.0%
TOTAL REVENUE	\$ 15,963,900	\$ 13,388,237	83.9%	86.7%

Town of Kentville Operating Fund

Statement of Operations

For the Period Ended September 30, 2023

Expenditures	Annual Budget	Preliminary YTD Amount	% Budget Expended CY	% Budget Expended PY
GENERAL ADMINISTRATION				
Legislative	287,600	131,844	45.8%	49.0%
General administration	1,734,500	963,691	55.6%	54.7%
	2,022,100	1,095,535	54.2%	53.9%
PROTECTIVE SERVICES				
Police- core program	2,976,000	1,446,987	48.6%	54.5%
Police-sales of service	158,900	64,389	40.5%	27.3%
Law enforcement	207,200	94,700	45.7%	43.4%
Fire fighting	908,900	253,000	27.8%	75.2%
Protective service- debt charge	3,600	2,049	56.9%	54.8%
Emergency measures and other	148,100	81,834	55.3%	16.3%
	4,402,700	1,942,960	44.1%	55.8%
TRANSPORTATION SERVICES				
Common services	1,228,000	581,945	47.4%	51.2%
Road transportation	822,400	384,577	46.8%	53.7%
Public transit	408,100	146,968	36.0%	52.1%
Transportation- debt charge	50,400	29,523	58.6%	50.2%
Other	98,700	47,205	47.8%	57.5%
	2,607,600	1,190,218	45.6%	52.4%
ENVIRONMENTAL HEALTH SERVICES				
Solid waste collection and recycling	729,400	399,881	54.8%	56.0%
PUBLIC HEALTH				
Public health and housing	90,000	7,573	8.4%	-11.3%
ENVIRONMENTAL DEVELOPMENT				
Planning and zoning	242,200	89,800	37.1%	53.0%
Other community development	512,100	271,179	53.0%	52.7%
	754,300	360,979	47.9%	52.8%
RECREATION AND CULTURAL				
Recreation-Administration	766,700	351,131	45.8%	56.1%
-Programmes (net)	195,100	71,968	36.9%	66.4%
-Facilities	760,400	372,840	49.0%	61.4%
-Debt charge	28,900	17,218	59.6%	49.3%
Cultural	140,300	58,041	41.4%	49.1%
	1,891,400	871,198	46.1%	58.7%
EDUCATION	1,805,200	902,592	50.0%	49.6%
FINANCING AND TRANSFERS				
Debt charge- principal	911,700	878,340	96.3%	100.0%
Transfers to allowances and reserves	749,500	0	0.0%	90.8%
	1,661,200	878,340	52.9%	95.7%
TOTAL EXPENDITURE	\$ 15,963,900	\$ 7,649,275	47.9%	58.3%
SURPLUS (DEFICIT)		\$ 5,738,963		



**TOWN OF KENTVILLE
CAPITAL INVESTMENT PLAN
2023-2024
YTD October 31, 2023**

PROJECT BY DEPARTMENT/AREA	2023/2024 BUDGET	2023/2024 FORECAST	2023/2024 YTD ACTUAL
Canada Community Building Fund			
MacDonald/Henry/ Braeside	\$ 825,000	\$ 625,000	\$ 240,117
Green Infrastructure Fund - Trails and Pathways	2,071,100	2,071,100	623,736
General Administration	50,000	50,000	28,080
Protective Services	145,000	145,000	118,761
Transportation ^{Note 1}	1,565,000	1,215,000	470,054
ICIP - Donald Hiltz Connector	844,000	250,000	3,527
Planning and Development	104,800	104,800	-
Parks and Recreation ^{Note 2}	1,001,000	1,001,000	422,043
TOTAL PROJECTS 2023-24	\$ 6,605,900	\$ 5,461,900	\$ 1,906,318

Notes

1	comprised of:			
	Equipment	750,000	400,000	214,746
	Buildings	35,000	35,000	4,458
	Streets & Lights	220,000	220,000	20,931
	Sidewalks	250,000	250,000	205,438
	Storm Sewer	310,000	310,000	24,481
		<u>1,565,000</u>	<u>1,215,000</u>	<u>470,054</u>
2	comprised of:			
	Green Spaces	140,000	140,000	62,554
	Parks & Playgrounds	663,500	663,500	301,751
	Sport Facilities	197,500	197,500	57,738
		<u>1,001,000</u>	<u>1,001,000</u>	<u>422,043</u>



Town of Kentville Operating Fund
Forecast based on YTD September 2023
For the Year Ending March 31, 2024

Overall

The senior leadership team analyzed Quarter 2 – YTD September 30, 2023 results against the Council Approved Operating Fund Budget to determine potential year end variances. Variations in specific programs, services, revenues or expenses will be managed at a director portfolio level as well as an organizational level.

The revenue forecast reflects actual experience and exceeds our budget expectations by \$42,500; however, there are areas to watch where variations from budget may occur as the fiscal year progresses. At this point in time, senior leadership is predicting the excess revenue will contribute to a balanced budget at year end.

Revenue

Taxes

- Final tax levy billed in August; however, successful appeals and adjustments to assessed values will influence year end values. All known adjustments are included in the forecast.
- Business property revenue reflects the amount received and creates a deficit forecast for this specific item.
- Final Payments in Lieu of Tax remain unconfirmed.
- Sales of Services and Other Revenue-Own Sources actual experience is reflected in the favourable forecast for these areas.
- Unconditional and Conditional Transfers actual experience is reflected in the favourable forecast for these areas.

Expenditures

People

- Significant turnover of staff in both the Town Hall, Parks and Recreation and Kentville Police Service.
- Several positions remain vacant or were filled on dates that differ from our budget target dates.
- Vacancies have occurred throughout the first half of the fiscal year impacting recruitment costs, onboarding expenses, overtime to fill required shifts, contracted services and leadership's area of focus.
- Anticipated compensation savings for the duration of the vacancies are expected to offset the impact of recruitment and retention requirements.
- CUPE collective agreement implementation included amendments outside of the budgeted cost of living adjustment (COLA).
- Vacation banks were recorded in 2023 fiscal year post 2023-2024 budget approval. No budget provision was made for the vacation bank revaluation to occur in 2024.

Goods and services

- Inflationary pressures continue to challenge budgets.
- At this point in time, legal fees are approaching the annual budget.
- Progress on studies, including secondary planning, is impacted by the vacant planning position and other organizational priorities.

**Town of Kentville - Operating Fund
FORECAST
Based on year to date September 2023**

REVENUES	Annual Budget	Preliminary YTD Actual	Forecast March 31, 2024	Forecast \$ Variance	Forecast % Variance
TAXES					
Assessable Property	12,171,300	12,184,243	12,152,100	(19,200)	-0.2%
Special Assessments	2,000	9,614	2,000	-	0.0%
Business Property	34,600	31,317	31,300	(3,300)	-9.5%
Other	-	-	-	-	0.0%
	12,207,900	12,225,174	12,185,400	(22,500)	
PAYMENTS IN LIEU OF TAXES					
Federal and Agencies	387,900	-	387,900	-	0.0%
Provincial and Agencies	178,400	-	178,400	-	0.0%
	566,300	-	566,300	-	0.0%
SERVICES PROVIDED					
To other governments					
Provincial government	138,300	66,838	138,300	-	0.0%
Local government	96,100	23,053	96,100	-	0.0%
	234,400	89,891	234,400	-	0.0%
SALES OF SERVICES					
Agencies	1,060,500	597,539	1,114,700	54,200	5.1%
OTHER REVENUE-OWN SOURCES					
Fines, fees, permits	36,600	26,456	41,800	5,200	14.2%
Rentals	415,400	61,754	410,500	(4,900)	-1.2%
Interest	134,200	154,025	134,200	-	0.0%
Return on investment	630,000	-	630,000	-	0.0%
Other	43,400	14,813	44,900	1,500	3.5%
	1,259,600	257,047	1,261,400	1,800	0.1%
UNCONDITIONAL TRANSFERS	223,400	144,987	228,800	5,400	2.4%
CONDITIONAL TRANSFERS					
Other governments	169,900	73,600	173,500	3,600	2.1%
FINANCING AND TRANSFERS					
From reserves	241,900	-	241,900	-	0.0%
TOTAL REVENUE	15,963,900	13,388,237	16,006,400	42,500	0.3%

**Town of Kentville - Operating Fund
FORECAST
Based on year to date September 2023**

EXPENDITURES	Annual Budget	Preliminary YTD Actual	Forecast March 31, 2024	Forecast \$ Variance	Forecast % Variance
GENERAL ADMINISTRATION					
Legislative	287,600	131,844	287,600	-	0.0%
General Administration	1,734,500	963,691	1,734,500	-	0.0%
	2,022,100	1,095,535	2,022,100	-	0.0%
PROTECTIVE SERVICES					
Police- Core program	2,976,000	1,446,987	2,976,000	-	0.0%
Police- Sales of service	158,900	64,389	158,900	-	0.0%
Law enforcement	207,200	94,700	207,200	-	0.0%
Fire protection	908,900	253,000	908,900	-	0.0%
Debt charges	3,600	2,049	3,600	-	0.0%
Emergency measures & other	148,100	81,834	148,100	-	0.0%
	4,402,700	1,942,960	4,402,700	-	0.0%
TRANSPORTATION SERVICES					
Common services	1,228,000	581,945	1,228,000	-	0.0%
Road transportation	822,400	384,577	822,400	-	0.0%
Public transit	408,100	146,968	408,100	-	0.0%
Debt charges	50,400	29,523	50,400	-	0.0%
Other transportation	98,700	47,205	98,700	-	0.0%
	2,607,600	1,190,218	2,607,600	-	0.0%
ENVIRONMENTAL HEALTH SERVICES					
Solid waste collection and recycling	729,400	399,881	729,400	-	0.0%
PUBLIC HEALTH					
Public health and welfare	90,000	7,573	90,000	-	0.0%
ENVIRONMENTAL DEVELOPMENT					
Planning and zoning	242,200	89,800	242,200	-	0.0%
Other community development	512,100	271,179	512,100	-	0.0%
	754,300	360,979	754,300	-	0.0%
RECREATION AND CULTURAL					
Administration	766,700	351,131	766,700	-	0.0%
Programmes & other	195,100	71,968	195,100	-	0.0%
Facilities	760,400	372,840	760,400	-	0.0%
Debt charges	28,900	17,218	28,900	-	0.0%
Cultural	140,300	58,041	140,300	-	0.0%
	1,891,400	871,198	1,891,400	-	0.0%
EDUCATION					
	1,805,200	902,592	1,805,200	-	0.0%
FINANCING AND TRANSFERS					
Debt charges (principal)	911,700	878,340	911,700	-	0.0%
Transfers to allowances and reserves	749,500	-	749,500	-	0.0%
	1,661,200	878,340	1,661,200	-	0.0%
TOTAL EXPENDITURE					
	15,963,900	7,649,275	15,963,900	-	0.0%
SURPLUS (DEFICIT)					
	-	5,738,963	42,500	42,500	0.0%

TOWN OF KENTVILLE RESERVES

March 31, 2023 **March 31, 2024**
Actual Cash Balance Forecast Cash Balance

Town of Kentville

Town Operating Reserve

Town	1,066,975	980,775
Sanitary Sewer	539,797	506,740
	<u>1,606,772</u>	<u>1,487,515</u>

Town Capital Reserve

Town	1,750,390	1,361,023
Sanitary Sewer	304,406	227,006
	<u>2,054,796</u>	<u>1,588,029</u>

Other Reserves	335,187	949,994
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Total Town Reserves	<u>3,996,754</u>	<u>4,025,537</u>
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Kentville Water Commission

Operating Reserve	170,620	96,010
Capital Reserve	838,810	427,387
Depreciation Reserve	1,011,540	935,323
Total KWC Reserves	<u>2,020,970</u>	<u>1,458,719</u>

Total Reserves	\$	6,017,724	\$	5,484,256
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Town of Kentville

Staff Report to Council Advisory Committee

Planning & Development

November 2023

Programs and Operations

- **Development Permits:** 7 Development Permits were issued in the month of September, with a total building valuation of \$566,695.00. Activity & Development Permit Report is attached.
- **Subdivision Applications:** 1 new subdivision file was submitted in October. Other various Subdivision Application paperwork was caught up on throughout the month.
- **Public Hearing:** Public Hearing for a Rezoning on Prospect Avenue was held on October 30th.
- **Civic Addressing:** 4 new civic addresses were issued in the month of October. Preparations are underway for the renaming of Cornwallis St (notifications to affected properties, etc.)
- **Zoning Letters/Confirmations:** 2 Zoning Letters were requested for the month of October.
- **Special Events Permits:** 1 Special Event permit was issued in October. It's expected that it's the final permit for the year.
- **Holly Days Festival:** Taking Place this weekend, the full schedule of events is available online.

Projects

- **GIS/Mapping:** Mapping support was provided to the upcoming community events such as Pumpkin Walk and Holly Days. Other support was provided to various departments.

- **Blooms on the Block:** Trees for the community development landscaping project are being delivered this week. Install is taking place with assistance from Public Works guided by Stan Kochanoff. 16 flowering trees will be added along Park Street/Main Street to add colour and interest to existing greenspaces.

Meetings/Training

- Staff Meetings
- Manulife Pension Session
- Names List Committee Meeting
- Social Committee Meetings
- Various property owners and business liaisons regarding development permits and opportunities in the Town
- Lots of inquiries regarding ancillary dwelling units in the Town of Kentville as a result of the Provincial funding opportunities that were announced this month.
- A number of inquiries from different property owners looking to rezone to increase density on residential properties in town. Mostly from 2-units to higher densities.
- KBC Board Meeting (monthly)
- KBC Business to Business Bock Party
- Tides Art Gallery Grand re-opening

Public Engagement

- Appointments are encouraged with staff for those looking for support with Development Permits and Subdivision Applications
- Frequent phone calls and email correspondence

Respectfully Submitted,

Kirsten Duncan

Planning Technician/Development Officer

Lindsay Young

Community & Economic Development Coordinator

Activity Report

Planning & Development

October 2023



<i>PERMITS</i>	<i>PERMITS ISSUED</i> October 2023		<i>PERMITS ISSUED</i> October 2022	
	Month Total	Year Total	Month Total	Year Total
Number of Permits	7	108	9	118
Total Building Value	\$ 566,695.00	\$ 16,676,880.50	\$ 1,078,492.00	\$ 19,665,944.00
Permit Revenue	\$ 1,078.10	\$ 20,822.79	\$ 637.70	\$ 18,066.58

Permit Report

Planning & Development

October 2023



Permit #:	4218	Permit Date:	10/5/2023
Value of Construction:	\$20,000.00	Fee:	\$34.17
New Accessory Construction - Constructing a new 14' x 20' accessory building.			

Permit #:	4217	Permit Date:	10/6/2023
Value of Construction:	\$22,000.00	Fee:	\$36.92
Renovation/Accessory Structure Addition - Replacing the entrance on the south side of the dwelling and renovating the structure to remove a window and door and replace a window			

Permit #:	4211	Permit Date:	10/12/2023
Value of Construction:	\$25,000.00	Fee:	\$75.00
Renovations - Renovating the existing accessory building to accommodate a technology professional's home based business.			

Permit #:	4216	Permit Date:	10/12/2023
Value of Construction:	\$9,000.00	Fee:	\$33.73
New Accessory Construction - Replacing a deck at the rear of the dwelling, 12' x 26' (312 sf).			

Permit #:	4219	Permit Date:	10/12/2023
Value of Construction:	\$29,695.00	Fee:	\$50.00
Solar Panels - Installing 26 Solar Panels on the roof of the existing dwelling.			

Permit #:	4221	Permit Date:	10/16/2023
Value of Construction:	\$450,000.00	Fee:	\$809.69
New Commercial/Industrial Construction - Constructing a new 106.83' x 48' (5,127.84 sf) multi-unit commercial building.			

Permit #:	4222	Permit Date:	10/20/2023
Value of Construction:	\$11,000.00	Fee:	\$11,000.00
New Accessory Structure - Constructing a 12' x 12' shade shelter on a 13' x 13' concrete pad.			



**Town of Kentville
Staff Report to Council Advisory Committee
For the Month of October 2023
DEPARTMENT OF PARKS AND RECREATION
PRESENTED ON NOVEMBER 14TH, 2023**

Administration and Operations

- Conditions Assessment and Feasibility Study – Centennial Arena – Opened 1967
 - Request for proposal has been posted for a consultant
 - The proposal is asking the following questions:
 - What level of financial investment will be required to keep this facility in sound operating condition until 2049 (25 years) and to meet the facility standard of Access by Design 2030 from the Province of Nova Scotia?
 - The accessibility standards and improvements costs in the future
 - Immediate costs and future costs to repair/replace systems
 - Overall conditions assessment report of all arena systems
 - This would be accompanied with a schedule of expected dates of repair and replacement of systems.
 - Is the current facility suitable for the current and future recreation needs of the Town of Kentville?
 - Would the financial investment into the existing centennial arena be comparable in investment to the cost of building a new arena that would have similar building systems?

Facilities and Operations

Operations:

- Roxy Peterson has been hired as the Neighborhood Outreach Program Coordinator.
 - A bit about Roxy. Over his career, he had the pleasure of supporting, leading and guiding communities globally, such as London, UK; Pittsburgh, PA; Okeechobee, FL., and across Nova Scotia. He has experience in youth support work, facilitating conversations, youth counseling, and past community engagement coordinator positions. We are really excited about the opportunity to engage our community and as a team we look forward to seeing what we can accomplish in the future.

- Park Maintenance – Gerry Little
 - Gerry Little is retiring from the Town of Kentville towards the end of December. Gerry has had a huge impact on the community and events within the Town of Kentville, especially in regards to Pumpkin People.
 - The Park Maintenance role has been posted.

Programs and Operations

- Pickleball is running strong and all sessions are currently full
- Rug Hooking is back after their summer hiatus and are going strong
- Fitness With Suzi classes continue to fill up month after month.
- Brilliant Lab programming will be happening in the Lower Recreation Centre each Saturday between 1-4pm. This program session runs from November 4-December 9th (no program on November 11th). Ages: 6-18 years and programming will focus on fun Science, Technology, Engineering, Art, and Mathematic (STEAM) activities.

Community Outreach and Events

LOTS OF EVENTS WERE HELD IN OCTOBER!

- October 7th – Harvest Festival –We offered pumpkin carving, face painting, a vendor market, live music, Bouncy Castle, Climbing Wall, Kentville plays area and a Beavertails and Caribbean Pot Jamaican Cuisine Food truck were on site as well!
- October 17th – Pumpkin People Book Reading with he grade 3's at KCA – The Mayor, Spike and Ashley visited the grade 3's at KCA for the annual Pumpkin People Book reading. Each grade 3 student was gifted with a signed Pumpkin People Book
- October 23rd – Judging of the Pumpkin Person/Yard Decorating Contest – we had a lot of great displays this year – it was tough for the judges to choose their winners.
- October 28th – GOURD of the Rings - Staff hid 3 Gourds in the parks and trails within Kentville! All 3 gourds were found within 8.5 hours!
- ALL MONTH LONG – Pumpkin People Scavenger Hunt – We advertised and had listed on our website a list of items for people to find within the Pumpkin People displays!

Upcoming Events:

November 17-19th – Holly Days Festival, with special attention to the evening of Friday November 17th for the annual Tree Lighting and then Photos with Santa in Centre Square; 6pm-8pm.

Capital Projects

- Current posted Capital Projects:
 - Request for Proposals – Conditions Assessment and Feasibility Study
 - Request for Proposals – Skatepark Lighting
 - Request for Proposals – Curious Gorge Bridge Replacement
- Awarded Projects that are in progress:
 - Arena Sign
 - Memorial Park Pergola/Shelter
 - Burgher Hill Shelter
 - Deer Haven Trail
 - Memorial Park Grandstand

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, or visit our website at www.kentville.ca/accessibility for more information.
- The next meeting is scheduled for December 8th.

Kentville's Active Transportation Plan:

- No updates at this time.

Regional Recreation Complex:

- No updates at this time.

Respectfully Submitted,



Craig Langille

Acting Director of Parks and Recreation

Town of Kentville

Office of the Chief of Police

September 2023



Administration	Time	August 2023	September
	Plate queries	1135	970
	Training hours	10	232
	Veh. Cks 38's	91	148
	SOT Tickets	19	33
	Foot Patrol Hours	85.5	101
	CC Charges	24	24
	Calls for service	337	298
Training	<ul style="list-style-type: none"> • 2 Use of Force Recerts • 2 PROS • Carbine Training 		
Meetings	<ul style="list-style-type: none"> • Municipal Chief's Meetings • SAC Meetings • Meeting with DOJ Ben Woosley Judicial Hearing Referrals • Chief's Conference • Community Engagement Meetings with TOK for October 5th • MLR meeting • Monthly meeting with CCN • GPS Unit installs • Meeting with DOJ-Comprehensive Policing Review • Multiple In-house meetings 		
CCN	<ul style="list-style-type: none"> • Attended 9 Agency meetings, i.e., Portal, Youth Community Hub, Open Arms, Homeless no more, Wellness Court • Attended 3 Community Events • Received 4 referrals from KPS members/other Agencies 		

	<ul style="list-style-type: none">• 41 meetings with clients• Attended 13 other calls and assisted members• Acknowledgement for Cst's MacDonald, K. Mason and Musleh for their involvement in a call at the Portal.
Staffing	<ul style="list-style-type: none">• Only staffing vacancy is DC position• Dawns position



Kentville Police Service Bylaw Report September 2023

Municipal Bylaw Investigations	8
Loitering -Warnings	2
Assist Police	20 (floods)
Taxi Inspections	0
Animal Control	1
Smoking-Charges	7
Smoking-Warnings	0
Parking-Charges	50
Parking- Warnings	48



Town of Kentville

Staff Report to Council Advisory Committee

Department of Engineering and Public Works

November 14, 2023

Programs and Operations

- **Kentville Water Commission:** In October, I attended the Atlantic Water & Wastewater Conference in Charlottetown. This conference happens every October in a rotating Atlantic province and brings together members from municipalities, industry, consultants, regulatory bodies, and suppliers. It was the first time that I have had the opportunity to attend this conference since being at the Town for various reasons including COVID restrictions and I found it to be very informative from a new technology perspective as well as connecting with colleagues and suppliers that we deal with on a regular basis and hope to attend future conferences.
- **Sanitary Sewer Area Service:** There were no direct operational issues with the Kentville Sanitary Sewer Service in October, but I will give an update on the Regional Sewer System and the ongoing upgrades at the Sewage Treatment Plant (STP) and the recent issues with the sewage forcemain that pumps the majority of our wastewater to the Regional STP in New Minas.
The de-sludging of the ponds is essentially complete and the aeration equipment is installed in Cell 2 and just beginning to be installed in Cell 1. The replacement of the forcemain was deferred from a previous Capital Budget to allocate funds to the STP upgrades, but the pipe is at the end of its useful life and 8 breaks were repaired in September/October. There were originally two phases remaining in the forcemain replacement from the Dog Park to the large pumping station behind the Justice Centre, but the Technical Sub-Committee will be recommending to The Regional Sewer Committee to complete this replacement through Kentville as one large phase eliminating all of the failing ductile iron pipe. Cost estimates are being done by the consultants now but the project could easily be in the \$4M to \$5M range. This will be cost shared by the Regional partners with the largest share being paid by the largest user, the Town of Kentville. As many of you are aware,

there is a funding program out now through the Province (Municipal Capital Growth Program, MCGP) for up to 50% funding of projects to upgrade municipal infrastructure to service Nova Scotia's growing population. Kings County's CAO has confirmed with the Province that joint applications from neighboring municipalities are not only allowed, but also encouraged. The application deadline is December 13th, just under one month away and in addition to detailed cost estimates, the application requires all applicants to submit a resolution of council (in our application, one from each of the three Municipal partners, Kentville, New Minas & Kings County) supporting the submission of the project for funding consideration under the MCGP. The intention is to not only replace the failing pipe, but to size it accordingly so extra capacity is built in for our expected population growth in the coming years – a key part of the funding criteria. My official recommendation to Council is attached as a separate document, which I will deliver after this report.

- **Public Works:** Canaan Avenue Update: The guard rail on Canaan Avenue was just completed and the road is now open to both vehicle and pedestrian traffic.
- **Update on Recent Storm Events, Ongoing Remediation and Design Work:** At October's CAC and subsequent Council meeting there was a request from a member of council for EPW to provide a summary of expenses incurred to date repairing or replacing infrastructure impacted by the storm events of August 30th and September 14th, 2023. To date we have spent just over \$85,000 on repairs to impacted storm system in the form of replacement storm manholes and catch basins at various location around Town and the cleaning and maintenance of existing storm sewers. To clarify, we will need to spend several hundred thousand dollars on various storm systems throughout Town over the next decade, especially those installed in the late '70s and '80s that are made of galvanized corrugated steel pipe. Much like the pipe that I described in the above Regional Forcemain update, this product used throughout Town for both storm pipe as well as the decision at the time to use it to construct catch basins and storm manholes out of are all in need of replacement. The sunken catch basins that you see along Park, Main, Aberdeen, Webster Streets to only name a few are a result of age and poor construction materials not development or lack of maintenance. As an example, we budgeted \$170,000 in our Capital Budget meetings last winter to replace a section of galvanized steel storm sewer between Park Street and KCA near Gary Pearl Drive. Yes, this area presented itself as a sink hole during the August and September storms, but because the pipe had reached the end of its useful life and its lack of integrity allowed the local soils to be pulled in by the large velocity of water travelling through the pipe. This project came in approximately 6% under budget, but is just the first many that will need to happen through every

Capital budget over the next several years. I also want to clarify the scope of the work being completed by a recently engaged engineering consultant; the focus area for this engagement is the upstream catchment area and significant erosion upstream of the Condon Avenue storm system as well as the potential rerouting of the downstream outlet piping. They have not been engaged to complete any sort of Town wide storm study and their focus is defined to this study area. I expect to meet with them this month to review their findings and have more information for December's CAC.

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
- October 11th CAC
- October 16-18th ACWWA Conference
- October 20th Regional Sewer Committee
- October 27th Regional Sewer Technical Sub-Committee

Respectfully Submitted,

D.A. Bell

David Bell
Director of Engineering and Public Works



TO: Rachel Bedingfield, CAO
SUBMITTED BY: Dave Bell, Director of Engineering & PW
DATE: November 14, 2023
SUBJECT: Municipal Capital Growth Program – Joint Forcemain Funding Application

ORIGIN See Engineering and Public Works November Staff Report to Council Advisor Committee outlining the requirement for a resolution from council supporting the submission of an application to the Municipal Capital Growth Program (MCGP) for up to 50% funding for the replacement of the Regional Sewer System ductile iron forcemains from the Justice Centre to Eaves Hollow.

BACKGROUND See above.

DISCUSSION End of life ductile iron forcemains from the Justice Centre to Eaves Hollow are frequently experiencing breaks resulting in large maintenance costs, environmental concerns and closures of the Harvest Moon Trail.

POLICY IMPLICATIONS N/A

BUDGET IMPLICATION Up to 50% funding potential for an estimated \$4M – \$5M project the remainder of which would be cost shared with the Partners through the contribution agreements outlined in the Regional Sewer System agreement.

ATTACHMENTS None.

RECOMMENDATION That Kentville Town Council support the joint application with the Village of New Minas and the applicant and asset owner, the Municipality of the County of Kings for up to 50% funding through the Municipal Capital Growth Program for the replacement of the forcemains from the Justice Centre to end of the existing ductile iron pipes near Eaves Hollow.



Town of Kentville Decision Wheel:





**Town of Kentville
CAO Report to Council Advisory Committee
For the Month of October 2023
PRESENTED ON NOVEMBER 14TH, 2023**

Administration and Operations

- Operations
 - The Executive Leadership Team, made up of all Directors, the Chief of Police, the CAO and supported by the Deputy Town Clerk, continues to meet regularly to support the operations of the Town.
 - Staff are working on an application to become a bird friendly designated town through Nature Canada. If successful, this would give the town access to additional grants monies to support the creation of additional bird habitat. Many bird friendly communities use this designation to promote tourism and economic development.
 - Staff continue to hold interviews for vacant positions.
 - Staff said goodbye to Wanda Whitlock who was the Town's Payroll and Benefits Specialist for 12 years. Wanda was known for her commitment to her job, and her passion for pranking her colleagues, all in the name of fun and laughter. We wish to thank Wanda for all her years of dedicated service to the Town of Kentville and wish her the best as she enters retirement. This is the Finance Department's 3rd retirement this year.
 - On November 29th Town Hall will be closed from 10am-1pm for an all staff meeting. Notices will be put up on the doors and posts will be made on both our website and social media informing the public ahead of time.
- Council Related
 - Provincial Pallet Project: the letter from council was submitted. There are no further updates at this time.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Rachel Bedingfield". The signature is written in black ink and is positioned below the text "Respectfully Submitted,".

Rachel Bedingfield
Interim CAO



November 14, 2023

Deputy Clerk
Jennifer West
354 Main Street
Kentville, NS
B4N 1K6

902-679-2503
jwest@kentville.ca

RE: First Annual Resident Survey Report

In September of 2023, the Town of Kentville completed its first Annual Resident’s Survey. The 53-question survey asked residents about themselves, and asked them to share feedback on issues of transportation, active transportation, planning and development, engagement, home heating and energy, safety and other Kentville issues. 876 people filled out the survey, and they self-identified as being residents of Kentville, or having strong connections to the town. Staff are reviewing the results of this survey to determine how to improve services and programs to meet the needs of residents.

Attached is the summary report and the full set of responses of this survey.

Jennifer West
Deputy Clerk
Town of Kentville

**KENTVILLE
RESIDENTS'
SURVEY
ANNUAL REPORT**

**20
23**

Kentville
A BREATH OF FRESH AIR





WE ARE LISTENING.

The Town of Kentville Nova Scotia is committed to building the best community possible for all its residents. To do this the Town is working to create a vision for the future. As part of this vision, the Town has begun surveying residents through an Annual Resident Survey to collect resident information and feedback on a number of topics.

Each year the survey will explore annual topics of interest, like community gardens, cultural programs and services, cosmetic pesticides, water metering and youth and family programming.

Here are results from the first annual Kentville Residents' Survey. Detailed survey responses are at the end of the report.

30

Days

53

Online Questions

876

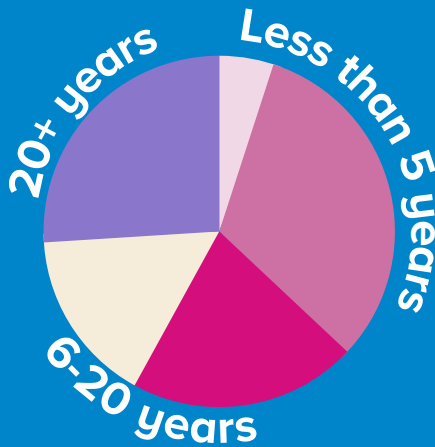
Responses

Who responded?



Have lived in Kentville for

736
Kentville residents

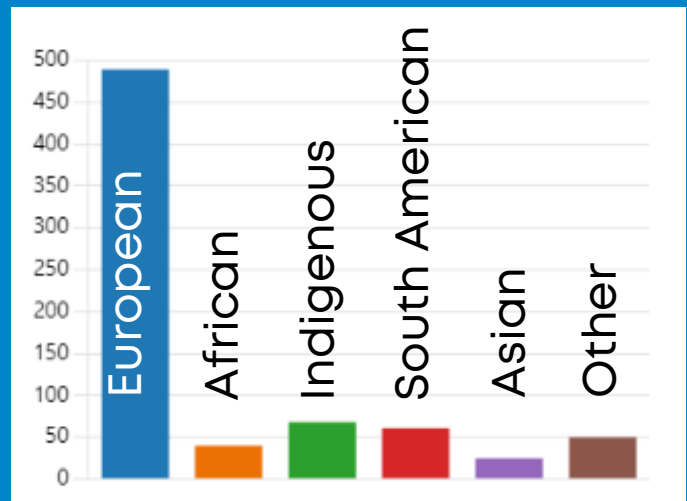


65%
with children or dependants in their household.



7.6/10
Participants' rating of their own health

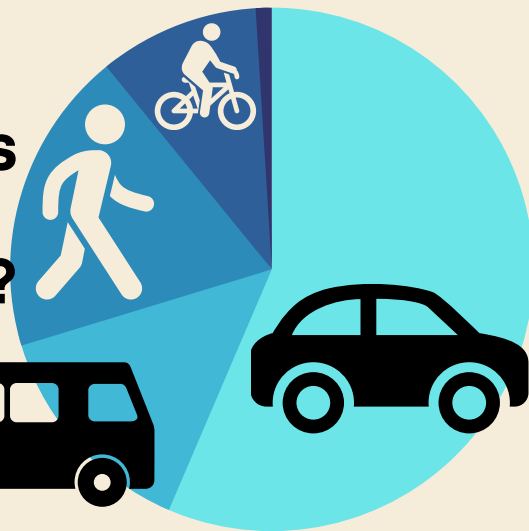
14%
self-identified as having a disability





TRANSPORTATION

How do residents GET AROUND?



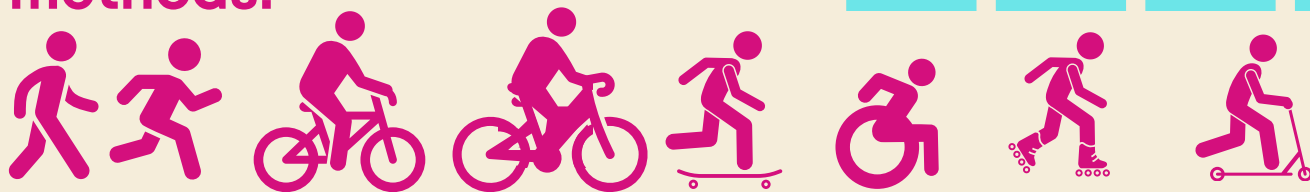
Why don't you use active transportation MORE OFTEN?

Time

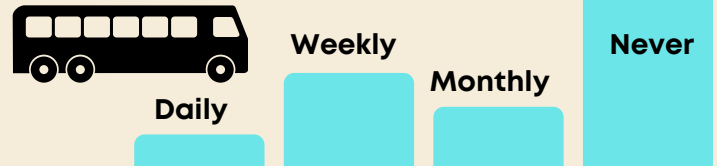
- Lack of routes
- Equipment
- Friends to go with
- Lighting



Kentville residents use these active transportation methods:



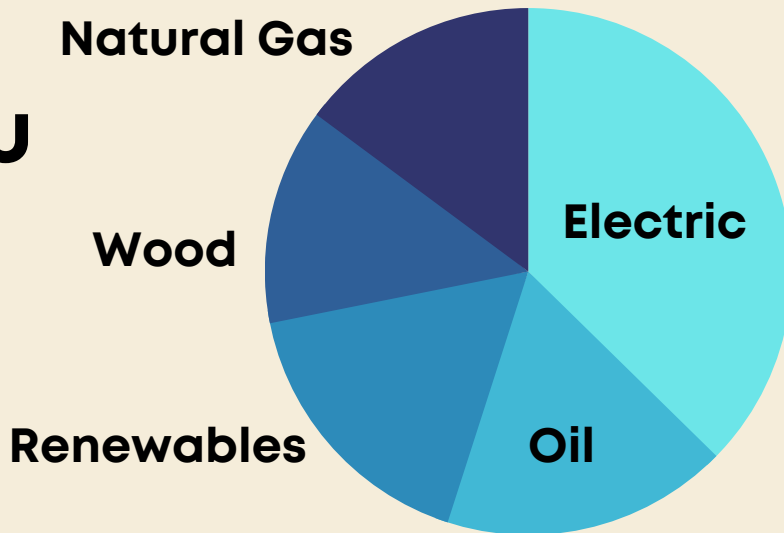
How often do you use the bus?





HOME ENERGY

How do you heat your home?



Are you interested in making your home **MORE EFFICIENT?**

Yes **76%**

Are you interested adding renewable energy to your home?

Yes **67%**

Are you interested in low interest financing* to help with energy upgrades?

Yes **60%**

*watch for the PACE program launching this year!



A hug is always the right size
- Winnie the Pooh

SAFETY

88%

Feel that Kentville is a very safe or safe community.

86%

Feel safe in Kentville during the day.

46%

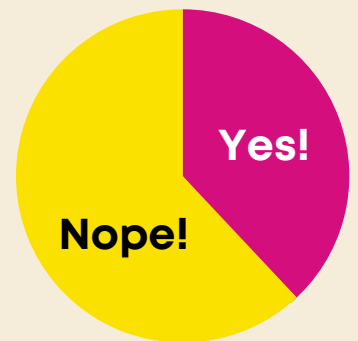
Feel safe in Kentville at night.

Residents think that the top problems in Kentville are:

HOMELESSNESS

DRUGS THEFT TRAFFIC ISSUES VANDALISM

Do you know about the community crisis navigator program?





COMMUNICATION

Have you been to an engagement session?

44%

Yes

How do you want the town to reach out to you?



Email



Phone



Letter



Events

How do you find out about town events and programs?

Social Media

Friends

Local Radio

Newspaper

Website

e-Newsletter



FOR MORE INFORMATION

**This is just a summary!
For full survey results, see the appendix.**

**The Town of Kentville will repeat this survey in
2024, with an aim to improve results!!**

**For more information about the survey questions or results,
Contact Jennifer West, jwest@kentville.ca, 902-679-2503**

Town of Kentville Resident Survey

876
Responses

16:42
Average time to complete

Closed
Status

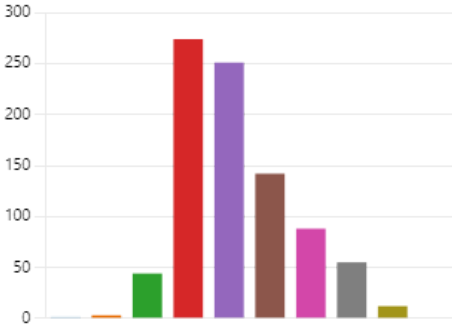
1. Do you live in Kentville?

Yes	736
No	30
No, but I have strong connectio...	87
I think so? Here's my address, y...	11
Other	25



2. How old are you?

Under 10	1
11-18	3
18-24	44
25-34	274
35-44	251
45-54	142
55-64	88
65-74	55
75-84	12
Over 85	0

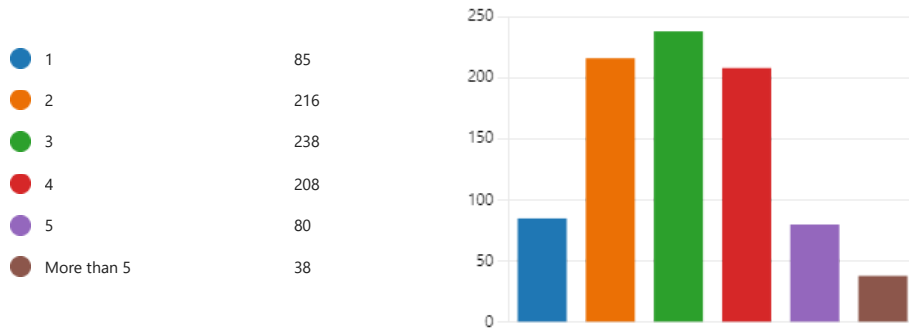


3. How long have you lived in Kentville?

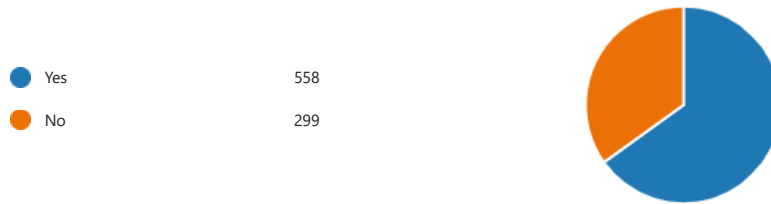
Less than 1 year	46
1-5 years	266
6-10 years	179
11-20 years	134
Longer than 20 years	218



4. How many people live in your household?



5. Do you have children or dependents living in your household?



6. Tell us about your dependants- who do you take care of?

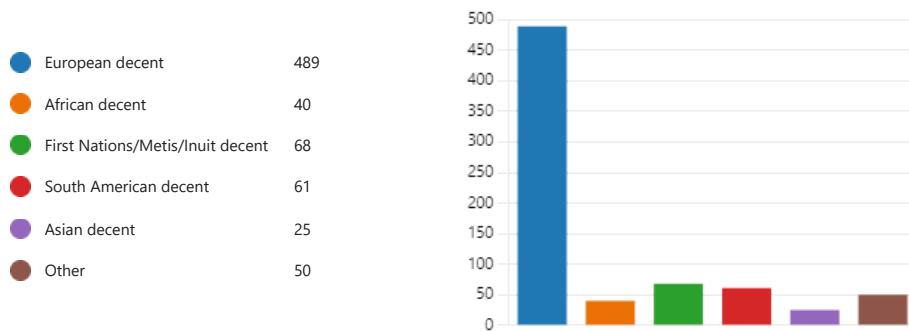
506
Responses

Latest Responses
"2 kids under the age of 16"
"My kids"

205 respondents (41%) answered **Children** for this question.



7. Do you self-identify as being one of the following?



8. Do you self-identify as having a disability?

Yes	121
No	728
Other	10



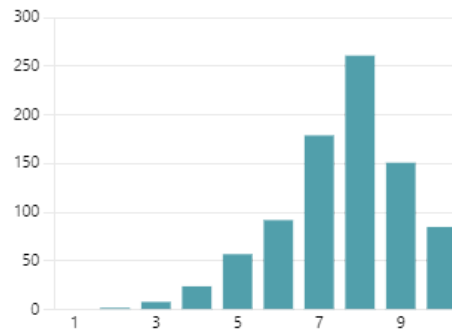
9. What is your annual income?

Less than \$10,000/year	65
\$11,000 to \$50,000/year	297
\$51,000 to \$100,000/year	380
More than \$101,000	107



10. How would you rate your health? (10 hearts = "amazing!!")

7.58
Average Rating



11. How is your health compared to this time last year?

Worse	122
Equal	566
Better	180



12. In an average week, how often do you engage in moderate to vigorous physical activity lasting more than 10 minutes

None, or almost none	92
Around 1 hour (10 minutes per ...	234
Around 3 hours (30 minutes per...	353
Around 5 hours (50 minutes per...	101
6 or more hours (1 hour per day)	87



13. What is/are your most commonly used method(s) of transportation?

● Car	658
● Bus	160
● Walking	222
● Biking	112
● Other	7



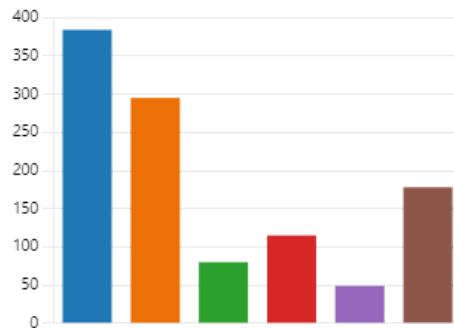
14. How often do you use Kings Transit?

● Daily	47
● Weekly	136
● Monthly	87
● Occasionally	125
● Never	475



15. Why don't you use the bus more often? (select all that apply)

● Convenience (limited bus sched...	384
● Location (limited bus stop locati...	295
● Cost (too expensive)	80
● Attitude (riding the bus is not fo...	115
● All of the above	49
● Other	178

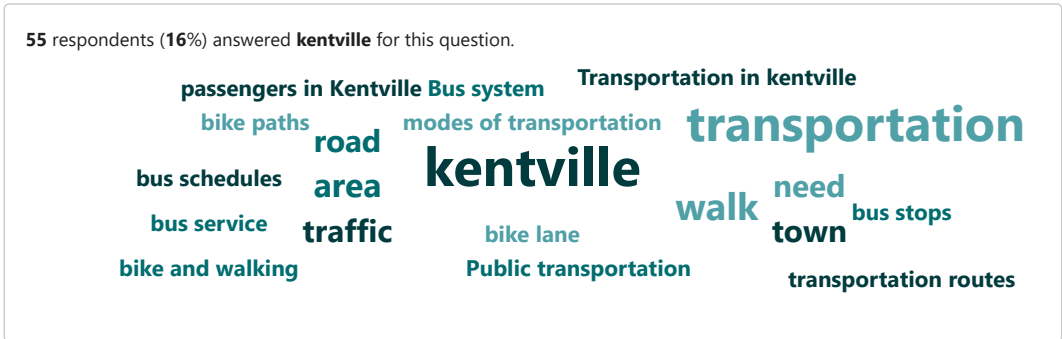


16. Is there anything else you want to tell us about transportation in Kentville?

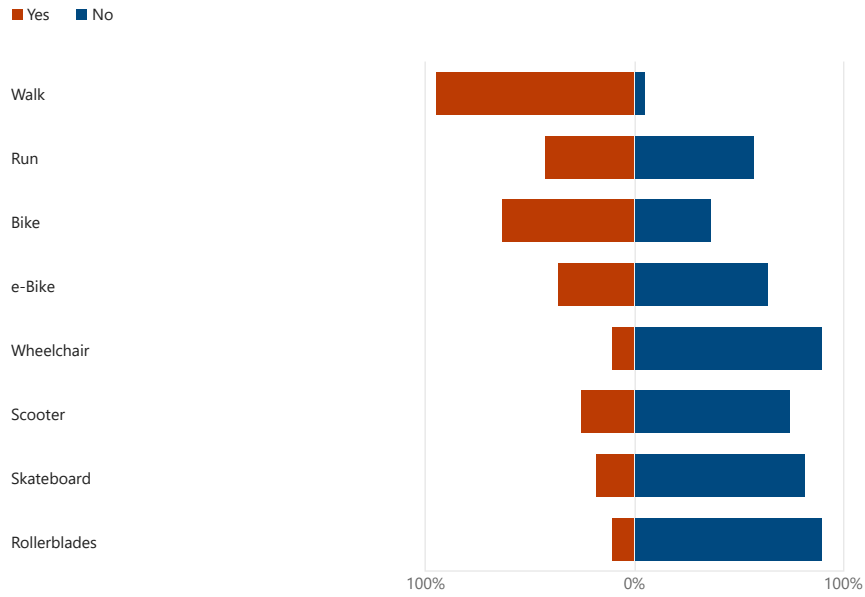
350
Responses

Latest Responses
"Unreliable "

55 respondents (16%) answered **kentville** for this question.

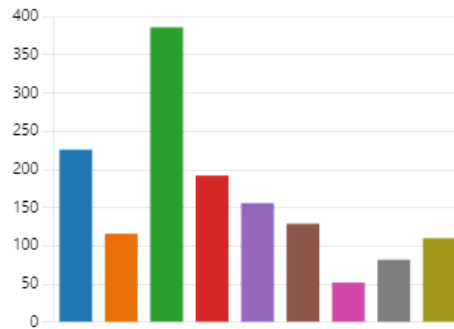


17. Do you use any of these active transportation options anywhere in town?



18. What is stopping you from using more active transportation methods?

Lack of known safe routes	226
Lighting	116
Time	386
Access to equipment	192
Someone to go with	156
Not knowing where to use activ...	129
Not knowing the rules of the ro...	52
Cost	82
Other	110



19. Are you familiar with the town's Active Transportation plan?

Yes	459
No	403



20. Are you familiar with plans to improve sidewalks and bike paths in 2023?

Yes	536
No	328



21. Are you familiar with the town's equipment loan program?

● Yes	527
● No	332



22. Is there anything else you want to tell us about active transportation in Kentville?

298
Responses

Latest Responses

"The bike lane on Webster is going to make it difficult to get fire trucks out o..."

65 respondents (22%) answered **Kentville** for this question.



23. Are you familiar with the town's Municipal Planning Strategy?

● Yes	333
● No	385
● Not sure	144



24. Are you familiar with the town's Land Use Bylaw?

● Yes	374
● No	366
● Not sure	124



25. Have you contacted the town in the past 5 years about a land use or planning issue?

● Yes	288
● No	534
● Not sure	40



26. Is there anything else you want to tell us about planning and development in Kentville?

301
Responses

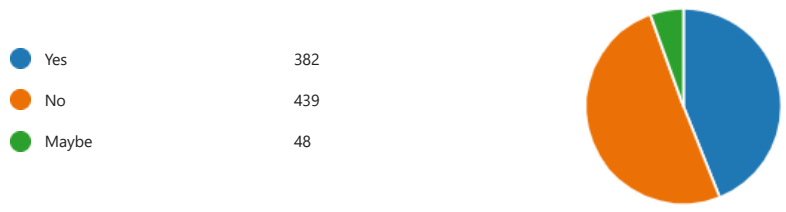
Latest Responses

"The sidewalk improvements are nice, but the cost and the time it is taking t...
"Yah, my basement keeps flooding because you allow Parsons to do whateve..."

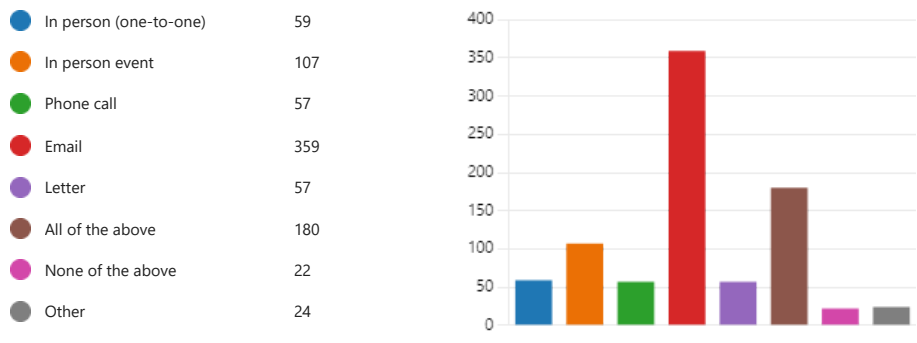
67 respondents (22%) answered **developments** for this question.



27. Have you attended an engagement session hosted by the town in the past 5 years?



28. When staff want to get feedback from residents on an issue, how would you like to be engaged:



34. Are you interested in a low-interest financing program to help you pay for energy upgrades for your home?

● Yes	509
● No	177
● Maybe	168



35. Is there anything else you want to tell us about home heating and energy in Kentville?

271
Responses

Latest Responses
"No"

[Update](#)

75 respondents (28%) answered **energy** for this question.



36. Overall, I feel the Town of Kentville is:

● A very safe community	175
● A safe community	587
● An unsafe community	77
● A very unsafe community	4
● No opinion	26



37. Do you feel safe in Kentville when you are outside alone **during the day**?

● Yes	744
● No	45
● Sometimes	79



38. Do you feel safe in Kentville when you are outside alone **at night**?

● Yes	395
● No	182
● Sometimes	285



39. Have you had any interactions with the Kentville Police in the past 5 years?

● Yes	464
● No	395



40. If yes, what was the most recent interaction you had with our Police Service?

● Called to report a crime or incid...	166
● Stopped for motor vehicle act vi...	122
● Called to report a traffic accident	186
● Witnessed a crime	42
● Other	104



41. Do you know any of the members of our Police Service by name?

● I know all of their names	24
● I know some of their names	392
● I don't any of their names	446



42. In your opinion how well does the Police Service **prevent** crime?

● Extremely well	168
● Somewhat well	336
● Neutral	302
● Somewhat not well	42
● Extremely not well	16



43. In your opinion how well does the police Service **solve** crime?

Extremely well	134
Somewhat well	313
Neutral	347
Somewhat not well	48
Extremely not well	14



44. Do you think the Kentville Police Service develops relationships with community members?

Not at all	78
A little	557
A lot	210



45. Do you think the Kentville Police Service regularly communicates with community members?

Not at all	109
A little	528
A lot	207



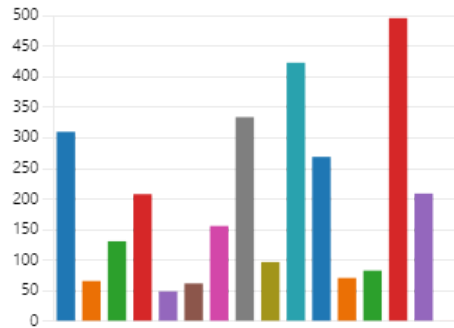
46. Do you think the Kentville Police Service works together with the community members to solve local problems?

Not at all	78
A little	505
A lot	260



47. Please select the FOUR issues you think are the greatest problems within Kentville?

● Theft	310
● Hate crimes	66
● School safety	131
● Domestic violence	208
● Prostitution	49
● Sex Assaults	62
● Public intoxication	156
● Traffic issues	334
● Physical Assaults	97
● Drugs	423
● Vandalism	269
● Gang activity	71
● Fraud	83
● Homelessness	496
● Impaired driving	209
● Other	1



48. Are you familiar with the Community Crisis Navigator program?

● Yes	326
● No	534



49. Is there anything else you want to tell us about safety in Kentville?

258
Responses

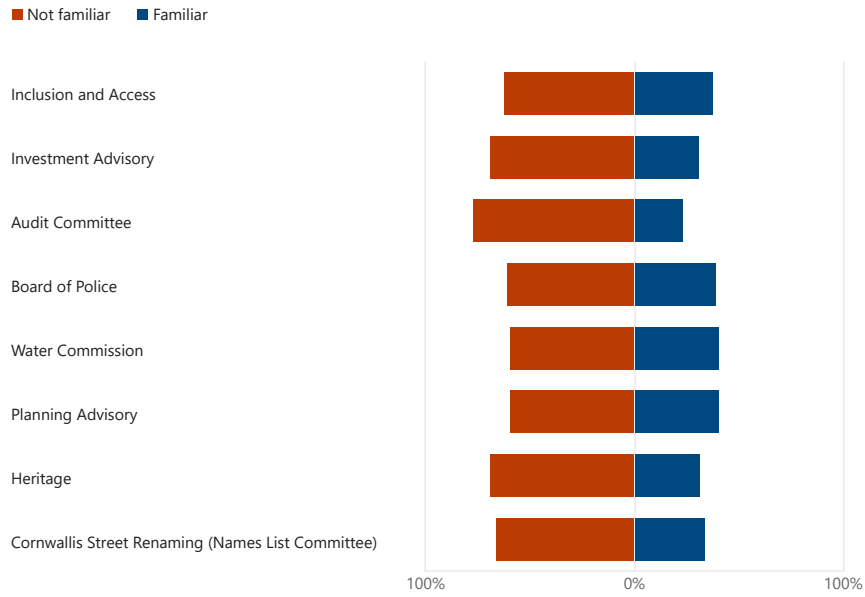
Latest Responses

"Garbage is left on the ground in the parks and trails, so I'm not confident th..."

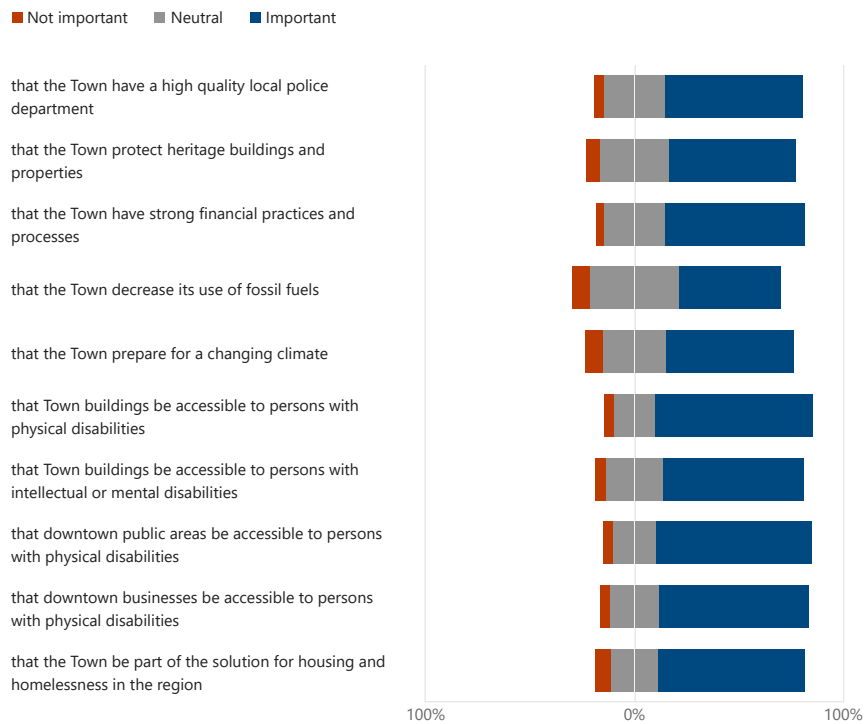
30 respondents (12%) answered **safe** for this question.

crime in Kentville safety awareness safety training safety meetings
 community cooperation combat crime Kentville Police
safe safety education police service
 Safety issues community safety policing department community that police
 Safety Department police patrols Public Safety police force
 safety of residents Community involvement

50. How familiar are you with the work of any of the following **committees and commissions** of the town?

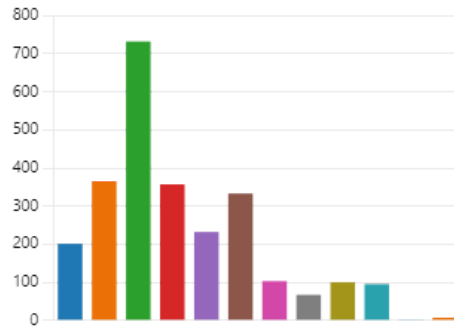


51. How strongly do you feel about the following issues:



52. What are your MAIN SOURCES of information about the Town events, programs and opportunities?

● Newspaper	201
● Local radio	365
● Social media	732
● Website	357
● e-newsletter	232
● Word of mouth	333
● Direct mail to home	103
● Digital town sign	67
● School notices	100
● Utility bill notices	95
● None of the above	1
● Other	7



53. Thank you for completing this survey! Please leave your email address to enter a draw for a gift card at a local grocery store (FIVE \$100 prizes)! Draws happen every week!

828
Responses

Latest Responses
 "hillissusanrm@gmail.com "
 "Cj_dewar@live.ca"

2 respondents (0%) answered **needs** for this question.

Kentville
sports complex
No Elli

brannon
needs
family

Valerimosher
Ashley Ettinger
Nichole Marshall
davidsonrobert437@gmailcom-



Town of Kentville

Staff Report to Council Advisory Committee

HOUSING AND COMMUNITY PARTNERSHIPS

NOV 14, 2023

Summary: As new provincial and national housing strategies and funding opportunities are released the following report will aim to keep council updated on the landscape of coordinated response to the housing and homelessness crisis.

OPERATIONS

- Staff presented at the National Canadian Alliance to End Homelessness Conference hosted in Halifax.
- Staff attended the Connecting the Dots: Public Health, Mental Health and Housing workshop with community partners in the Eastern Zone.
- Staff met with partners at Acadia University and with the national SSRCH-funded team to continue the conversation on housing and climate change.
- Staff presented at the Recreation Nova Scotia Conference on Recreation as a tool during community crisis navigation.
- Continued the work with Coordinated Access and Local Housing Working Groups

Council Related

- Provincial and the Town of Kentville's Housing Needs Assessments are now unembargoed and released (more details on page 2 of this report).
- The Provincial Government has released their Five-Year Housing Action Plan – *Our Homes* (more details on page 2 of this report).

HOUSING NEEDS ASSESSMENTS – PROVINCIAL AND TOWN OF KENTVILLE | 2022

In 2022, the provincial government committed to and funded the completion of a Housing Needs Assessment for each municipality in Nova Scotia (Mi'kam'ki). The Assessments intend to inform local understanding of the housing crisis and complement municipal Housing Accelerator Funding Applications.

The Town of Kentville received an embargoed copy in June of 2023. The document was submitted to the Canadian Mortgage and Housing Corporation (CMHC) as a supporting document in the Town of Kentville Housing Accelerator Fund Application.

The Housing Accelerator fund (HAF) is based on a point-scoring system. Municipalities received higher points if they committed to completing a revised Housing Needs Assessment in 2026. The Town of Kentville submitted with an intention to do so, understanding that HAF funding will help cover the cost.

As of 11:00 a.m. on October 23rd, both the Provincial and Town of Kentville Housing Needs Assessments were unembargoed and are now considered publicly available.

Staff have prepared a presentation to inform the Mayor and Council of the data from the Provincial and Town of Kentville assessment and to provide an overview of the recently released provincial housing action plan and how it impacts the Town of Kentville.

[Link to Provincial Housing Needs Assessment](#)

[Link to Provincial Housing Action Plan](#)

Respectfully Submitted,

A handwritten signature in black ink that reads "Alisha Christie". The signature is written in a cursive style with a long, sweeping line extending from the end of the name.

Alisha Christie (she/her)
Housing and Community Partnerships Coordinator

Kentville Housing Needs Assessment & Provincial Housing Action Plan



Town of Kentville – Housing and Community Partnerships



Land Acknowledgement

Our work is rooted in Mi'Kma'Ki, the un-surrendered and ancestral territory of the Mi'kmaq people. We are all treaty people governed by the Peace and Friendship Treaties, first signed in 1726. We acknowledge the responsibility to deeply engage and move forward on the work of truth, reconciliation, equity, diversity, inclusion and accessibility.

We recognize the over 400 years of African Nova Scotians, a distinct people whose histories, legacies and contributions have enriched the part of Mi'Kma'Ki known as Nova Scotia.

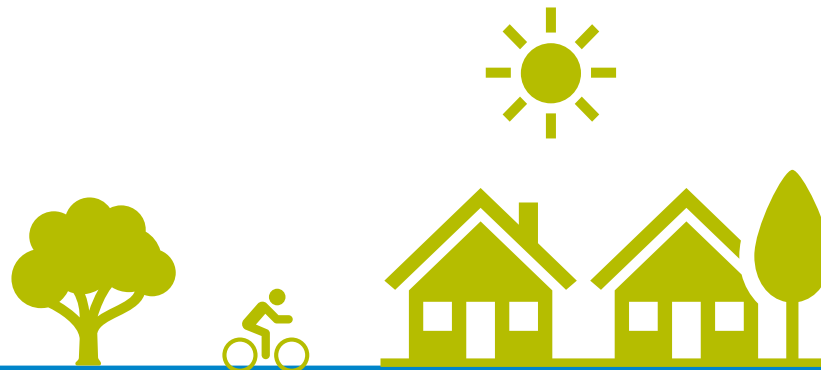
May we continually shift our work toward reconciliation.

What we will cover

- Overview of Province Housing Needs Assessment
- Provincial Housing Action Plan Overview
- Overview of Kentville Housing Needs Assessment
- What this means for Kentville



**Across Mi'Kma'Ki (Nova Scotia), we
are witnessing and experiencing the
impacts of the housing and
homelessness crisis**

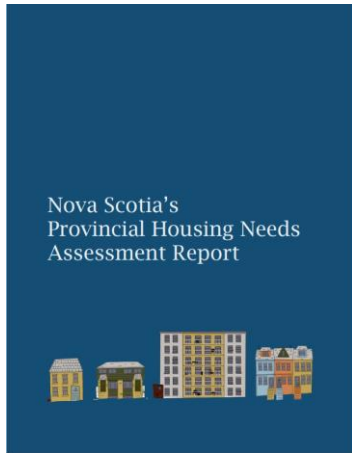


Kentville
A BREATH OF FRESH AIR

To better understand the scope and set municipalities up for success the province completed housing needs Assessments for all Municipal Units.

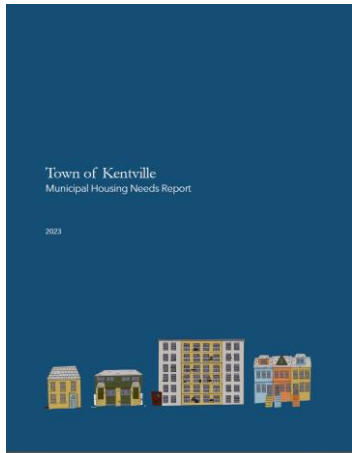
The previously embargoed data was provided to support the HAF funding applications





Released on Oct 25th

Nova Scotia Housing Needs Assessment



Released on Oct 25th

Kentville Housing Needs Assessment



Nova Scotia Provincial Housing Needs Assessment Report

2023



Provincial Resident surveys and engagements reflected the following top four priorities:

1. **Availability and affordability**
2. **Social and economic impacts**
3. **Appropriate supply**
4. **Transportation**



Provincial Resident survey data

To afford rent or mortgage payments:

- 57% of survey respondents went without leisure or social activities
- 48% had to forego clothing and personal care items
- 43% could not pay additional bills
- 40% had to forego groceries
- 24% had to forego medication or other healthcare expenses



Provincial Housing Needs Assessment

93% of survey respondents did not feel confident that they could find suitable housing alternatives if their housing situation were to change.

Comparable to the Town of Kentville with **83%** of respondents



Provincial Housing Needs Assessment

Households need more than \$130,000 annually to afford the median single or semi-detached home in Nova Scotia.

A household with \$40,000 in 2016 could afford 48% of home sales in 2016 versus 12% in 2022 at that same income level.



Provincial Housing Needs Assessment

Percentage of Income required to purchase a home:

Household Type	2021	2022
Couples	14%	19%
Lone Parent/Caregiver	30%	38%
Single/unattached	46%	60%



Provincial Housing Needs Assessment

The data states that Nova Scotia will need 104,800 units by 2032 to meet the projected and existing demand.

Nova Scotia should complete 10,500 new units annually to address the existing shortage and anticipated demand

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Provincial Housing Needs Assessment

Nova Scotia needs to build 71,600 total units in the next 5 years to meet demand.



Provincial Housing Plan – Our Homes

**In response to the data, the province
created the Provincial Housing Action
Plan**



Provincial Housing Plan – Our Homes

\$1 billion over the next five years to help increase housing supply. Many of the initiatives in the plan are a continuation of previously announced programs, such as low-interest loans to help non-profit groups purchase and maintain affordable housing. New measures include a “backyard suite” incentive program. Nova Scotia currently faces a shortage of 27,300 units, spiraling housing costs, and one of the fastest growing populations in Canada.



Provincial Housing Plan in Kentville

- New Public housing units in Kentville to be available for tenants by the 2025/26 fiscal year
- To complete units for individuals living with varying abilities to be built and opened in 2024
- Annual funding commitment to Open Arms OAISIS Shelter



Kentville Housing Needs Assessment

Kentville Housing Needs Assessment



- The town of Kentville has a population growth rate of **6%** which is higher than the provincial average of **5%**
- The municipality will need **385** units by 2027 and **790** by 2032. An average of 85 units a year to meet demand
- The local rental vacancy rate hit **0.8%** in 2022

Kentville Housing Needs Assessment



71% of couples

93% of lone-parents

98% of single adults

Earned below the income required to afford local sale price of homes in Kentville

Kentville Housing Needs Assessment



23% of couples

50% of lone-parents

80% of single adults

Earned below the income required to afford local cost of rent

Kentville Housing Needs Assessment



This is a result of intersection factors:

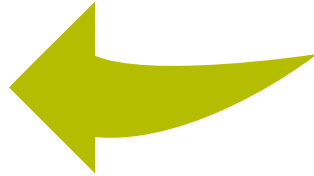
- **Influx of individuals moving to Nova Scotia**
- **Cost of living**
- **Interest rates**
- **Lack of housing stock**

Kentville Housing Needs Assessment



This is a result of intersection factors:

- Influx of individuals moving to Nova Scotia
- Cost of living
- Interest rates
- Lack of housing stock





In response...

- **Applied for CMHC's Housing Accelerator Fund – Commitment to a Housing Action Plan**
- **Applied for the National Reaching Home Funding**
- **Continues to work with community and provincial partners**

The landscape of housing and homelessness is unlike what we've witnessed before.

We have an opportunity to work with community to reimagine how we respond and invite us to ask the question of

How might we...

It's time to think outside the box





Thank you | Merci | Wel'alin



November 14, 2023

Chief Administrative Officer
Rachel Bedingfield
354 Main Street
Kentville, NS
B4N 1K6

RE: Bridge Street Naming Policy

In the matter of the renaming of Cornwallis Street to Bridge Street, staff have prepared a policy that formalizes this decision into the public record.

902-679-2501
cao@kentville.ca

Rachel Bedingfield
Interim Chief Administrative Officer
Town of Kentville

TOWN OF KENTVILLE POLICY STATEMENT GX CHANGING OF NAME CORNWALLIS STREET TO BRIDGE STREET



Be it resolved by policy that Cornwallis Street, being a street located in the Town of Kentville and shown on Schedule "A" be renamed Bridge Street.

This policy shall take effect on January 8, 2024.

Schedule A: Description/Map of Cornwallis Street

Date Created:

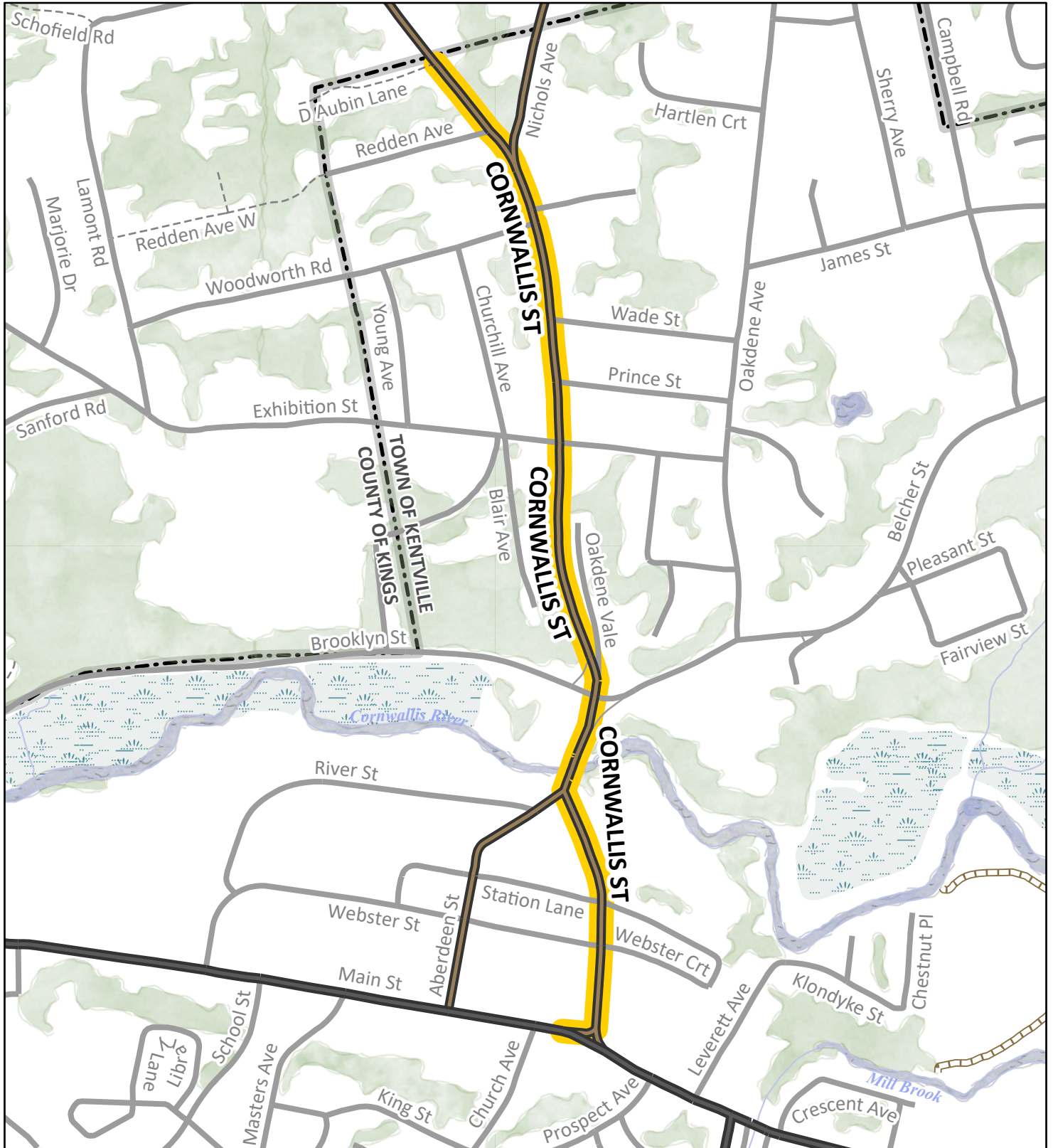
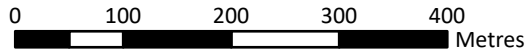
Interim Chief Administrative Officer, Rachel Bedingfield

CORNWALLIS STREET, KENTVILLE



 Cornwallis Street

Scale: 1:7,000



This map is a graphical representation of property boundaries which approximate the size, configuration and location of parcels. Any interpretation of this map must be confirmed with the Municipality in which the property is situated. To receive further clarification about the use of this Planning Document inquires may be made to the Town of Kentville's Planning and Development Department.



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November 14, 2023

RE: Change Council Advisory Committee/Council Meeting
Dates

Meeting dates for Council Advisory Committee Meetings (second Monday of each month, no meeting in August) and Council Meetings (last month of each month, no meetings in August or December) are determined annually in the month of November. This allows meetings to be scheduled for Council and staff attendance.

Staff recommend that these dates (attached) be approved and scheduled for 2024.

Rachel Bedingfield
Interim Chief Administrative Officer
Town of Kentville

Council and Council Advisory Committee Meetings, 2024

Council Advisory Committee meetings take place on the 2nd Monday of each month at 6:00 p.m., and regular Council meetings take place on the last Monday of the month at 6:00 p.m. Council Advisory Committee meetings to discuss governance matters occur on the third Monday of the month from January to May, from 4pm to 6pm. Conflicts may occur with holidays, conferences, etc. The following is a list of meetings, and where a conflict is seen, an alternate date is planned.

Meeting	Scheduled Date	Conflict	New Date
Council Advisory Committee	January 8		
Council Advisory Committee	January 15		
Council	January 29		
Council Advisory Committee	February 12		
Council Advisory Committee	February 19	Heritage Day	February 20
Council	February 26		
Council Advisory Committee	March 11		
Council Advisory Committee	March 18		
Council	March 25		
Council Advisory Committee	April 8		
Council Advisory Committee	April 15		
Council	April 29		
Council Advisory Committee	May 13		
Council Advisory Committee	May 20	Victoria Day	May 21
Council	May 27		
Council Advisory Committee	June 10		
Council	June 24		
Council Advisory Committee	July 8		
Council	July 29		
Council Advisory Committee	September 9		
Council	September 30	Truth and Reconciliation Day	October 1
Council Advisory Committee	October 14	Thanksgiving Day	October 15
Council	October 28		
Council Advisory Committee	November 11	Remembrance Day	November 12
Council	November 25		
Council Advisory Committee	December 9		
Council	December 30	Christmas Break	



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November 14, 2023

RE: Appointment of Returning Officer

For every municipal election in Nova Scotia, Council must make a number of decisions early in the year to set in motions activities to support a fair and transparent municipal election.

A Returning Officer is responsible for the delivery and control of municipal elections within the electoral district to which they are appointed. Kentville Town Council must appoint a Returning Officer for the 2024 Municipal Election.

Staff recommend that Council appoint Mr. Al Kingsbury as the Returning Officer for the Town of Kentville for the 2024 municipal election.

The Returning Officer must prepare for the election which is set to have ballots that are either all paper, all online, or a hybrid of paper and online ballots. There is research that supports online voting, suggesting that election results occur more quickly, voter attendance is increased, and is more cost effective however online voting can also be subject to errors and hacking. Council should consider using a secure online voting platform, or a hybrid of online and paper voting.

Staff ask that Council review the options presented in the Town's CH104 Alternative Voting Bylaw and choose either:

That Council establish full online voting ballots for the 2024 municipal election.

Or

That Council establish online and paper voting ballots for the 2024 municipal election.

Part of the election process also includes the recommendation that the permanent list of registered electors established and maintained by Elections Nova Scotia be used as the preliminary list of electors for municipal units. A deadline for developing a final list of electors should be prepared by summer 2024. The Returning Officer must request permission from the town to obtain and update the list of electors from Elections Nova Scotia.

Staff recommend that Council permit the Returning Officer to obtain and update the list of electors from Elections Nova Scotia.

And

That the permanent register of electors, established and maintained by Elections Nova Scotia, be used as the basis for the preliminary list of electors for the Town of Kentville in the October 18, 2024, municipal election.

An advanced poll date should be determined, and should be consistent with neighbouring municipal units, to avoid confusion among electors.

**Staff recommend that Council hold advance polls on
October 10, 2024.**

Rachel Bedingfield
Interim Chief Administrative Officer
Town of Kentville