



TOWN OF KENTVILLE COUNCIL ADVISORY COMMITTEE February 12, 2024 AGENDA

6:00 p.m.

- 1. CALL MEETING TO ORDER AND ROLL CALL**
- 2. APPROVAL OF THE AGENDA**
- 3. APPROVAL OF THE MINUTES**
 - (a) Council Advisory Committee, January 8, 2024
- 4. PRESENTATIONS**
 - (a) Memorial Park Batting Cages
 - (b) Tentative: Community Health Board
- 5. DEPARTMENT REPORTS AND RECOMMENDATIONS**
 - (a) Finance
 1. Department Report
 - (b) Planning and Development
 1. Department 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. Housing and Community Partnerships Report

6. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS

- (a) None.

7. CORRESPONDENCE

- (a) Federal Government – Response to call for ceasefire
- (b) Gary Randall – Concerns about expropriation and tree removal

8. NEW BUSINESS

- (a) Batting Cages Request
- (b) Discussion: Accessibility in Town Hall

9. PUBLIC COMMENTS

10. IN-CAMERA

- (a) Personnel

11. ADJOURNMENT

DRAFT



TOWN OF KENTVILLE

COUNCIL ADVISORY COMMITTEE

Meeting Minutes: January 8, 2024

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) Louis Coutinho 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, Chief of Police
- Wanda Matthews, Director of Finance
- Geoff Muttart, Solicitor
- Craig Langille, Director of Parks and Recreation
- Louis Coutinho, Interim Chief Administrative Officer
- Jennifer West, Recording Secretary

GUESTS

Richard Galpin, Kings County Racquet Association
Peter Gillis, Valley Community Learning Association

REGRETS

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

2. APPROVAL OF THE AGENDA

CAC Minutes – January 8, 2024

Pending Approval

Page 1

DRAFT

Removed: 4.b Brain Injury of Nova Scotia
Addition: 4.c Valley Community Learning Association
Addition: 10. b In Camera Legal
Addition: 10. c In Camera Personnel
Removed: 10.a In Camera Land

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

That the agenda for the Council Advisory Committee meeting of January 8, 2024 be approved as amended.

MOTION CARRIED

3. APPROVAL OF THE MINUTES

(a) Council Advisory Committee, Meeting Minutes, December 11, 2023.

It was moved that the minutes from the Council Advisory Committee meeting held on December 11, 2023 be approved as amended.

MOTION CARRIED

4. PRESENTATIONS

(a) Valley Racquet Centre

Richard Galpin from the Valley Racquet Centre Association presented his vision for a tennis and pickleball facility in Kentville, including potential locations for the facility. The proposed facility is supported by Tennis Canada, Tennis Nova Scotia, regional municipalities and sports clubs. The estimate for the construction of this facility is \$7.3 million dollars. Mr. Galpin is asking the Town for a 50-year lease for the land at 1\$/year, including water and sewer connections. Other financial commitments will be negotiated by the town and Valley Racquet Centre. Valley Racquet Association will manage the facility.

Presentation available

Discussion

- Concerns about location, including building at the soccer field and losing the underlying irrigation infrastructure, or building at Oakdene Park and losing that existing facility.

(b) Valley Community Learning Association

Executive Director Peter Gillis gave an update on the programs and events planned at VCLA for 2024. He described VCLA's literacy programs, adult high school, technical certification support, youth employment programs, community suppers, food security workshops and much more. In the near term, VCLA is planning to build an all-season greenhouse as part of the food security programs.

Presentation available

DRAFT

5. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

(1) Directors Report

Director Wanda Matthews presented the report for the period ending October 31, 2023. To this date 71.8% of the operating budget has been expended, and 88.6% of revenue has been collected. Director Matthews outlined the recruitment process for a payroll position and described staff's approach to organizing the 2024-2025 capital budget. She also provided clarity on the borrowing rates for the temporary borrowing resolutions for Valley Waste as coming from two different fiscal years.

Director Matthews reviewed the variances for the Town and forecasted being under budget by approximately \$2,000,000.

See report for more information.

(b) Planning and Development

(1) Department Report

Director Dave Bell presented the Planning and Development department report for December 2023. Highlights included 8 development permits in December, 1 subdivision permit application, and a building valuation of \$20,999,347.00 for the year thus far.

See report for more information.

Discussion

- Concerns about the planning position remaining unfilled and the need of a senior planner in the near term. A planning firm is being sought to cover this work.

(c) Parks and Recreation

(1) Director's Report

Director Craig Langille presented his report for December 2023. Some of the highlights included After School programming for Kings County Academy with the Kings County Family Resource Centre, hiring Amanda Haslett as the Administration and Communications Coordinator. Over the holidays the arena plant had a failure and staff worked hard to bring it back online to continue programming for residents and teams.

See report for more information.

Discussion

- Questions about the status of the conditions assessment report for the arena. Part of the work needs to take place when there is no ice surface.

DRAFT

(d) Police Report

(1) Chief's Report

Police Chief Marty Smith presented the police commission report, which included a review of training, meetings and staffing. Chair Gillian Yorke gave an update on discussions at the Board including strategic planning and budgeting. Chief Smith gave a review of training programs for officers and staff.

See report for more information.

(e) Engineering and Public Works

(1) Director's Report

Director Bell submitted his report for December 2023. Some of the highlights included repairing water main breaks and completion of paving in the MacDonald / Henry / Braeside area. Director Bell gave a review of the asset management plan and of the stormwater management recommendations in the Condon Avenue area, which will all contribute information to the development of the Donald E. Hiltz Road.

See report for more information.

(f) Administration

(1) Chief Administrative Officer's Report

Interim CAO Louis Coutinho presented the CAO report for December 2023. Highlights included meeting with staff, supporting the Executive Team, review of business planning, review of policies and practices, improving customer service to the community, and preparation for the incoming CAO Jeff Lawrence.

See report for more information.

(2) Housing and Community Partnerships

Interim CAO Louis Coutinho presented the Housing and Community Partnerships report with highlights including hiring Acadia student placements, the One-Day-Learning Experience for Acadia Community Development students, and participation in the CMHC Housing Solutions working group.

See report for more information.

Meeting recess at 8:00pm.

Meeting resumed at 8:07pm

6. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) Staff Memo on Interim Legal Reporting Best Practices

DRAFT

Mayor Sandra Snow outlined the existing legal reporting practices in Kentville and in other municipalities and described a process for reporting in the future. CAO Coutinho asked for clarity on the direction of Council on this matter and the reason for the request. He suggested broad categories of legal fees such as legislative, legal counsel and risk management, labour relations, human resources, and freedom of information requests.

See report for more information.

7. CORRESPONDENCE

(a) Department of Municipal Affairs, John Lohr

Update on the new pallet shelter location outside of Kentville on Exhibition Street.

8. NEW BUSINESS

(a) Municipal Planning Strategy Amendment

At the September 11 2023 meeting of Council Advisory Committee, the Planning Consultant for the Town provided some minor amendment suggestions for the MPS regarding engagement with adjacent municipalities, and wording in the MPS and the Public Participation Policy.

See report for more information.

It was moved by Councillor Paula Huntley and Councillor Gillian Yorke

That Council Advisory Committee recommend

To the January 29 2024 meeting of Council

That Council give First Reading to the amendments of the Municipal Planning Strategy

And further schedule a public hearing prior to second reading on February 26, 2024.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) Community Climate Capacity Grant Application

Mayor Sandra Snow outlined the need for more coordinated support for climate and sustainability initiatives in the town, and how this grant would provide a climate staff person for the town over three years.

See report for more information.

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

DRAFT

That Council Advisory Committee recommend

To the January 29 2024 meeting of Council

That Council support the Community Climate Capacity grant application.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(c) Long Term Plan for Accessibility and Efficiency in Town Hall Building

Mayor Sandra Snow described the provincial goal of public buildings being accessible by 2030, and to achieve this target Council must start to consider the future of the municipal workspace building. Mayor Snow suggested that Council consider this report and the recommendations provided, with a list of 5-10 “non-negotiables” features of a town hall. She also suggested that Council consider staff and residents needs to help develop the direction for this building.

See report for more information.

Discussion

- Concern about costing and visioning this idea.
- Staff will provide these reports to Council on the Sharepoint Drive.
- Council will provide feedback and submit them to the Sharepoint Drive.

(d) Request for funding support, Valley Racquet Association

Mayor Snow reviewed the presentation from the beginning of the meeting, and the request by this group. Council asked the CAO to provide a full report to Council on the potential location, impact to user groups, access and financial cost to the town, including an option to explore Oakdene Park as a location for this facility.

See report for more information.

Discussion

- Concerns about locating the remaining funding for the full cost of \$7 million.

It was moved by Councillor Andrew Zebian and Councillor Cathy Maxwell

That Council Advisory Committee recommend

To the March 25 2024 meeting of Council

That Council approve direct the CAO to provide a full report on the potential location, impact and financial cost to the town of the racquetball facility.

DRAFT

MOTION CARRIED

Councillors who voted in favour of this motion:

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

9. PUBLIC COMMENTS

(a) Marcia McNeil, Acadia Drive

Concerns about the Robinson Property court case being deferred to 2025 and the excess money toward this case. Concerns about the responses from Council on this matter.

(b) Ron Cousins

Agreement with the previous comments.

(c) Bunny Bennett

Concerns about traffic on West Main Street associated with the proposed racquetball facility. Concerns about large events and the lack of accommodations to facilitate these kinds of tournaments. Concerns about a comfort station in centre square.

9. IN CAMERA – PERSONNEL AND LEGAL

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

That Council move into a closed session at 9:01 p.m. to discuss personnel and legal matters.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

It was moved by Councillor Gillian Yorke and Councillor Paula Huntley

That Council move back into open session at 10:19 p.m.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

10. ADJOURNMENT

There being no further business to discuss,

Council Advisory Committee adjourned at 9:05 p.m.

MOTION CARRIED

Minutes Approved by Town Clerk

CAC Minutes – January 8, 2024

Pending Approval

Page 7

Proposal to Council Kentville Minor Ball Trevor Butler

February 12, 2024

Proposal

- Construction of new batting cages at the 3 minor baseball fields in Kentville

Background

- Kentville Minor Ball is a growing organization, providing recreational opportunities for youth in our community.
- In 2023 we had 274 participants from ages 4-22 years old.
- Presently near capacity at some age levels for 2024 registrations.
- Present facility use in Kentville, Coldbrook, New Minas, Port Williams and Hantsport to accommodate needs.
- There is a need for more efficient field usage and facility upgrades to maintain and grow programs.
- Addition of enclosed areas for batting practice (batting cages) will be a cost-effective way of providing this.

Kentville Minor Ball

- Cost-effective recreation providing a full season of baseball for as low as \$120
- Equity, Diversity and Inclusion efforts:
 - Our first all-girls team (14U) confirmed for 2024.
 - Hopeful for 12U and 16U girls teams in 2025.
 - Long-term goal of fielding girls teams at all age levels.
 - Active participation with Jump Start, KidSport, Beav's Helping Hands fund to provide support for those with financial need.
 - Communication through schools in efforts to reach all potential players, including newcomers to the area.

Batting Cages



Batting Cage Benefits

- Safety: Less likely to have injuries from hit balls
- Practice efficiency: Main field can be used while batting practice occurs in the cage, meaning more efficient use of field time
- Time savings: Minimal time needed to collect batted balls
- Versatility: Cage can be used for other baseball skills practice (pitching, defensive training).
- Standard: Most field construction now includes batting cages.

Batting Cage Benefits

- With batting cages at the minor fields we would be able to achieve a number of objectives related to limited field access:
 - Less wasted time per practice would allow shorter duration practices, freeing up field time for other teams to use.
 - 2 teams could use a facility simultaneously with one in the cage and the other on the main field.

Requirements

- Estimated cost of 3 batting cages is \$75,000.
- Kentville Minor Ball is committed to providing 50% of required amount with corporate donations, cash reserve and fundraising.
- Our ask of council is to consider providing 50% of necessary funds totaling \$37,500.



TOWN OF KENTVILLE
Staff Report to Council Advisory Committee
For the Month of January 2024
FINANCE

Operations

- The Accountant and Director continue to provide payroll and benefits support to staff and Directors as a result of the vacant payroll and benefit specialist position. Recruitment is near conclusion.
- Financial Information Return (FIR) is now accessible to municipalities with a submission date of March 7th for the 2022-2023 fiscal year.
- The Town's Municipal advisor and Analyst met with me and CAO Coutinho to discuss matters related to financial management and regulations. Creating shared learning opportunities promotes successful relationships and compliance clarity.
- Attended the Anti-SLAPP (Strategic Lawsuit Against Public Participation) Motions session sponsored by our insurer, BFL. Content focused on an introduction to defamation and ANTI-SLAPP motions from a municipal perspective.
- The Department of Municipal Affairs and Housing (DMAH) has released the revised Financial Reporting and Accounting Manual. A briefing will be provided to Council via the Audit Committee.
- A 2024-2025 through 2028-2029 capital investment plan will be coming forward to Council in the coming months. Capital Expenditure request forms and related processes are developed, and form completion is in process.
- The 2024-2025 Operating Budget process has been initiated. Preparers have been provided forms, five (5) year trend analysis and 2023-2024 budget and actual data as inputs. Target dates for completion and submission to Council for consideration are being finalized.

Financial

- Appendix A includes the preliminary Year to Date December 2023 General Operating Fund Statement of Operations along with an overview analysis. In addition, a revised forecast based on December 2023 operating results and multi-year trend analysis has been provided. Current results suggest a year end balanced budget is possible.
- The 2023-2024 Town capital fund forecast is \$ 4,032,700 as at January 31st, 2024. The variance in budget results from a detailed review of individual projects with Directors responsible for same. Year to date January 31, 2024 expenditures are \$ 3,013,124 (75% of forecast). See Capital Investment Plan update Appendix B.
- Of the \$ 12,188,511 tax levy billed in 2023-2024, 1.49% remains outstanding as at January 31, 2023. This change represents a 24% (0.48 percentage point) reduction in tax balance owing for the month.

Outstanding Tax Receivable Aging		
2023-2024	2022-2023	Prior Years
\$ 177,870.05	\$ 1,523.39	\$ 2,135.67

Respectfully submitted,

Wanda Matthews

Wanda Matthews, CPA, CA
Director of Finance



Town of Kentville Operating Fund
Statement of Operations
 Year to Date December 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 75% revenue or spend rate would be expected in month nine (9) 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 75.8 % of **expenditure** budget used and 90.5 % of **revenue** budget recorded creating an overall surplus of \$2,342,057.

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.
- **Area rates and frontages** include a portion for principal repayment.
- **Payments in Lieu of Taxes** – federal and provincial revenues are unconfirmed. Request for information has been received and is due Feb 9th 2024. This will determine the March payment. In 2022 federal payments were received in September, while provincial payments were received in March 2023.
- **Return on investments** - dividends and transfers to be recorded at year end.

Expenditures

- **General Admin**
 - 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**
 - Fire protection service (hydrant) for fiscal 2023-2024 accrued at \$414,250 bringing spend rate up to 78%.
 - Identifiable work crew costs were tracked in EMO for Hurricane Lee
- **Transportation services** spending is consistent with last year; however, snow removal and seasonal expenses may impact overall year end results.
- **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.
- A vacant planner position and timing of secondary planning work recorded in **Planning and Zoning** have generated savings that are offset by contract costs.

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

Expenditures Continued:

- **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
 - periodic vacancies within recreation administration has caused it's spend rate to be lower than expected for 2023-2024 and less than Q3 2022-2023.

Town of Kentville Operating Fund

Statement of Operations

For the Period Ended December 31, 2023

Revenue	Annual Budget	Preliminary YTD Amount	% Budget Revenue CY	% Budget Revenue PY
TAXES				
Tax (including Industrial Park)				
Assessable property	11,330,300	11,316,084	99.9%	100.0%
Resource	54,200	54,142	99.9%	100.0%
Economic development	112,200	111,910	99.7%	94.7%
	11,496,700	11,482,136	99.9%	99.9%
Area rates and frontages				
Area rates	674,600	684,013	101.4%	101.7%
Special assessments	2,000	9,614	480.7%	72.5%
	676,600	693,627	102.5%	101.6%
Based on revenue				
Business property	34,600	31,317	90.5%	96.6%
TOTAL TAXATION	12,207,900	12,207,080	100.0%	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	100,598	72.7%	46.2%
Local government	96,100	46,105	48.0%	57.1%
	234,400	146,703	62.6%	50.6%
SALES OF SERVICES				
Agencies	1,060,500	949,491	89.5%	86.3%
OTHER REVENUE-OWN SOURCES				
Fines, fees, permits	36,600	41,816	114.3%	113.6%
Rentals	415,400	230,587	55.5%	53.4%
Interest	134,200	282,045	210.2%	192.9%
Return on investments	630,000	-	0.0%	15.9%
Other	43,400	26,574	61.2%	68.5%
	1,259,600	581,022	46.1%	46.5%
UNCONDITIONAL TRANSFERS	223,400	186,950	83.7%	86.4%
CONDITIONAL TRANSFERS	169,900	132,680	78.1%	79.3%
FINANCING AND TRANSFERS				
From reserves	241,900	241,900	100.0%	100.0%
	241,900	241,900	100.0%	100.0%
TOTAL REVENUE	\$ 15,963,900	\$ 14,445,825	90.5%	92.2%

Town of Kentville Operating Fund

Statement of Operations

For the Period Ended December 31, 2023

Expenditures	Annual Budget	Preliminary YTD Amount	% Budget Expended CY	% Budget Expended PY
GENERAL ADMINISTRATION				
Legislative	287,600	198,789	69.1%	73.2%
General administration	1,734,500	1,339,923	77.3%	82.0%
	2,022,100	1,538,712	76.1%	80.7%
PROTECTIVE SERVICES				
Police- core program	2,976,000	2,117,299	71.1%	78.6%
Police-sales of service	158,900	102,605	64.6%	53.7%
Law enforcement	207,200	152,923	73.8%	67.1%
Fire fighting	908,900	708,831	78.0%	94.1%
Protective service- debt charge	3,600	3,556	98.8%	99.5%
Emergency measures and other	148,100	132,529	89.5%	64.5%
	4,402,700	3,217,743	73.1%	79.7%
TRANSPORTATION SERVICES				
Common services	1,228,000	905,136	73.7%	74.0%
Road transportation	822,400	652,970	79.4%	77.7%
Public transit	408,100	246,252	60.3%	74.6%
Transportation- debt charge	50,400	52,560	104.3%	107.9%
Other	98,700	77,074	78.1%	84.9%
	2,607,600	1,933,993	74.2%	76.5%
ENVIRONMENTAL HEALTH SERVICES				
Solid waste collection and recycling	729,400	546,108	74.9%	78.8%
PUBLIC HEALTH				
Public health and housing	90,000	7,573	8.4%	-11.3%
ENVIRONMENTAL DEVELOPMENT				
Planning and zoning	242,200	180,675	74.6%	66.2%
Other community development	512,100	442,211	86.4%	86.2%
	754,300	622,886	82.6%	79.2%
RECREATION AND CULTURAL				
Recreation-Administration	766,700	482,648	63.0%	78.4%
-Programmes (net)	195,100	92,841	47.6%	67.5%
-Facilities	760,400	543,724	71.5%	86.8%
-Debt charge	28,900	32,742	113.3%	103.0%
Cultural	140,300	103,072	73.5%	73.4%
	1,891,400	1,255,026	66.4%	80.9%
EDUCATION	1,805,200	1,353,888	75.0%	75.1%
FINANCING AND TRANSFERS				
Debt charge- principal	911,700	878,340	96.3%	100.0%
Transfers to allowances and reserves	749,500	749,500	100.0%	100.0%
	1,661,200	1,627,840	98.0%	100.0%
TOTAL EXPENDITURE	\$ 15,963,900	\$ 12,103,768	75.8%	80.4%
SURPLUS (DEFICIT)		\$ 2,342,057		



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

Overall

The senior leadership team analyzed Quarter 3 – YTD December 31, 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 \$135,500. Expenditures with significant forecasted variance from budget are identified and amount to \$126,000. The reported forecasted surplus is \$9,500; however, there are areas to watch where variations from budget may occur as the fiscal year progresses.

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.
- Assessment values for Provincial and Federal properties have increased over last year. 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 fiscal year impacting recruitment costs, onboarding expenses, overtime to fill required shifts, contracted services and leadership's area of focus. Police service periodic vacancies continue to require overtime use; costs are partially offset by regular compensation savings.
- 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.

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

Goods and services

- Inflationary pressures continue to challenge budgets.
- Legal fees and consulting services are expected to exceed budget.
- Emergency Measures and Other -building inspection service costs higher than anticipated when the budget was developed.
- The impact of significant water events is offset by lower-than-expected snow removal costs to date. Unable to predict future weather events. Budget within Transportation Services remains to address reasonable snow removal costs.
- Progress on studies, including secondary planning, is impacted by the vacant planning position and other organizational priorities.
- Legal costs for regulatory compliance as well as contracted planning services exceed the savings from the vacant planner position causing a forecasted deficit in Environmental Development.
- Recreation programs and facilities revenues exceeded expectations while several expense areas realized savings.

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

REVENUES	Annual Budget	Preliminary YTD Actual	Forecast March 31, 2024	Forecast \$ Variance	Forecast % Variance
TAXES					
Assessable Property	12,171,300	12,166,150	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	12,207,080	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	100,598	138,300	-	0.0%
Local government	96,100	46,105	96,100	-	0.0%
	234,400	146,703	234,400	-	0.0%
SALES OF SERVICES					
Agencies	1,060,500	949,491	1,136,900	76,400	7.2%
OTHER REVENUE-OWN SOURCES					
Fines, fees, permits	36,600	41,816	41,800	5,200	14.2%
Rentals	415,400	228,387	410,500	(4,900)	-1.2%
Interest	134,200	282,045	200,000	65,800	49.0%
Return on investment	630,000	-	630,000	-	0.0%
Other	43,400	28,774	44,900	1,500	3.5%
	1,259,600	581,022	1,327,200	67,600	5.4%
UNCONDITIONAL TRANSFERS	223,400	186,950	228,800	5,400	2.4%
CONDITIONAL TRANSFERS					
Other governments	169,900	132,680	178,500	8,600	5.1%
FINANCING AND TRANSFERS					
From reserves	241,900	241,900	241,900	-	0.0%
TOTAL REVENUE	15,963,900	14,445,825	16,099,400	135,500	0.8%

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

EXPENDITURES	Annual Budget	Preliminary YTD Actual	Forecast March 31, 2024	Forecast \$ Variance	Forecast % Variance
GENERAL ADMINISTRATION					
Legislative	287,600	198,789	287,600	-	0.0%
General Administration	1,734,500	1,339,923	1,809,500	75,000	4.3%
	2,022,100	1,538,712	2,097,100	75,000	3.7%
PROTECTIVE SERVICES					
Police- Core program	2,976,000	2,117,299	2,976,000	-	0.0%
Police- Sales of service	158,900	102,605	158,900	-	0.0%
Law enforcement	207,200	152,923	207,200	-	0.0%
Fire protection	908,900	708,831	908,900	-	0.0%
Debt charges	3,600	3,556	3,600	-	0.0%
Emergency measures & other	148,100	132,529	173,100	25,000	16.9%
	4,402,700	3,217,743	4,427,700	25,000	0.6%
TRANSPORTATION SERVICES					
Common services	1,228,000	905,136	1,228,000	-	0.0%
Road transportation	822,400	652,970	822,400	-	0.0%
Public transit	408,100	246,252	408,100	-	0.0%
Debt charges	50,400	52,560	50,400	-	0.0%
Other transportation	98,700	77,074	98,700	-	0.0%
	2,607,600	1,933,993	2,607,600	-	0.0%
ENVIRONMENTAL HEALTH SERVICES					
Solid waste collection and recycling	729,400	546,108	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	180,675	298,200	56,000	23.1%
Other community development	512,100	442,211	512,100	-	0.0%
	754,300	622,886	810,300	56,000	7.4%
RECREATION AND CULTURAL					
Administration	766,700	482,648	766,700	-	0.0%
Programmes & other	195,100	92,841	180,100	(15,000)	-7.7%
Facilities	760,400	543,724	745,400	(15,000)	-2.0%
Debt charges	28,900	32,742	28,900	-	0.0%
Cultural	140,300	103,072	140,300	-	0.0%
	1,891,400	1,255,026	1,861,400	(30,000)	-1.6%
EDUCATION					
	1,805,200	1,353,888	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	749,500	-	0.0%
	1,661,200	1,627,840	1,661,200	-	0.0%
TOTAL EXPENDITURE					
	15,963,900	12,103,768	16,089,900	126,000	0.8%
SURPLUS (DEFICIT)					
	-	2,342,057	9,500	9,500	



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

PROJECT BY DEPARTMENT/AREA	2023/2024 BUDGET	2023/2024 FORECAST	2023/2024 VARIANCE	2023/2024 YTD ACTUAL	% Forecast Expended
Canada Community Building Fund					
MacDonald/Henry/ Braeside	\$ 825,000	\$ 625,000	\$ 200,000	\$ 435,411	70%
Green Infrastructure Fund - Trails and Pathways	2,071,100	1,171,100	900,000	823,499	70%
General Administration	50,000	50,000	-	34,583	69%
Protective Services	145,000	145,000	-	167,318	115%
Transportation ^{Note 1}	1,565,000	1,153,000	412,000	790,836	69%
ICIP - Donald Hiltz Connector	844,000	100,000	744,000	3,527	4%
Planning and Development	104,800	40,800	64,000	-	0%
Parks and Recreation ^{Note 2}	1,001,000	747,800	253,200	757,951	101%
TOTAL PROJECTS 2023-24	\$ 6,605,900	\$ 4,032,700	\$ 2,573,200	\$ 3,013,124	75%

Notes

1	comprised of:					
	Equipment	750,000	400,000	350,000	214,746	54%
	Buildings	35,000	28,000	7,000	15,084	54%
	Streets & Lights	220,000	255,000	(35,000)	241,573	95%
	Sidewalks	250,000	264,000	(14,000)	244,681	93%
	Storm Sewer	310,000	206,000	104,000	74,752	36%
		1,565,000	1,153,000	412,000	790,836	69%
2	comprised of:					
	Green Spaces	140,000	94,500	45,500	78,789	83%
	Parks & Playgrounds	663,500	529,200	134,300	594,254	112%
	Sport Facilities	197,500	124,100	73,400	84,908	68%
		1,001,000	747,800	253,200	757,951	101%



Town of Kentville
Staff Report to Council Advisory Committee
For the Month of January 2024
DEPARTMENT OF PARKS AND RECREATION
PRESENTED ON FEBRUARY 12, 2024

Administration and Operations

- The Parks and Recreation department has hired Laura Jacobs as the Manager, Recreation Services. Her first day of employment is February 20.
- All summer positions have been posted and interviews for roles will occur in February and March
 - Summer Recreation Manager
 - Aquatic Staff
 - Summer Outreach Staff
 - Park Maintenance Staff
- The team is working on the development of an operational plan that will focus on the long-term operational planning for the department.

Facilities and Operations

Operations:

- Centennial Arena
 - DSRA will be focusing on engaging the community and users of the facility in February and March.
 - Conditions Assessment Report to be provided in the middle of February
- Hemlock Conservation
 - Communication will begin in February for the HWA treatment at the Gorge and connecting with community members.

Programs and Operations

- The SHAFT Program has been renamed “Unstructured Play (U.P.) Program” and is continuing to take place each Saturday between 10am-11:45am at the Credit Union Recreation Complex in partnership with the Kings County Family Resource Centre. The re-naming celebration was well attended with approximately 250 families coming out to play
- The Equipment Loan Program is up and running with lots of free loans taking place every day. Community and partner organizations have been able to borrow kick sleds, cross country skis, snowshoes, and sleds in order to go play in the snow!

Community Outreach

- *Partner Appreciation Gathering* – January 18th – See attached document “Community Partner Gathering”
 - Kentville organizations, community groups and not-for-profits are seeing great success in outcomes, programs and physical growth through service expansion opportunities!
 - They see opportunities to further collaboration and expand programs or community offerings through intentional partnerships.
 - They want to see more diverse perspectives at gatherings, in the community and in informing policy.
 - “We need to prioritize Black/African Nova Scotian and Indigenous voices”
 - Kentville Parks and Recreation staff are committed to continuing and expanding how we support and collaborate with community organizations, groups, associations, not-for-profits and service providers. Staff will do so by following up on suggestions and offerings made during the 2024 Community Partner Gathering!
 - Next Steps - The information shared at the 2024 Community Partner Gathering will inform the 2024 Town of Kentville Parks and Recreation Department Operational Plan. Staff are committed to following up with organizations to offer specific opportunities which further support, amplify, and collaborate to offer intentional and meaningful access to recreation through community.
- *The Ubuntu Project* - Project Ubuntu is a racial justice and archival project that aims to bring historically African Nova Scotian communities, Black Heritage, and people of African Ancestry to the table in collaboration and reconciliation. The project is organically growing and taking shape through the participation of members of the town’s black community. The Ubuntu project has two focus areas:
 - **Representation** - This focus area is setting up a Diversity & Belonging Task Team which will explore if African Nova Scotians, Indigenous and Racialized people of the town feel adequately represented within town governance, services, events, and programming. The Task Team will consist of members of the T.O.K African Nova Scotian, Indigenous and Racialized community, and allies.
 - **SANKOFA (To retrieve)** - This focus area has been to support, build and establish an archival exhibition that showcases, and celebrates local African Nova Scotian cultural history and contribution to Kentville and surrounding areas.

The Elevate Cultural Enrichment Hub Association

Elevate was born out of engagement with the Ubuntu driven project. The project aims to determine if African Nova Scotian people are able identify themselves in various aspects of the town, such as businesses, community organizations, festivals, and more importantly, their knowledge of their history within the town.

Tracey Clements, born in Gibson Woods and raised in Kentville has been supporting the Neighborhood Outreach Program Coordinator (NOPC) in engaging African Nova

Scotian/People of black heritage within the community. Through her collaboration with the NOPC she identified that there was a missing link in the Valley in terms of a cultural enrichment hub that empowers and uplifts Black, Indigenous, and Racialized individuals by providing them with a platform to voice their perspectives and foster a sense of connectedness. Elevate was incorporated on the 25th of January 2024.

Council Related

KENTVILLE'S ACCESSIBILITY COMMITTEE:

- *Kentville Inclusion 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 February 23rd where members will be working on priority setting and drafting an updated action plan for 2024-25.
- CBC will be doing an interview with KIAAC Chair and TOK staff regarding the Accessibility Audit Report that was just presented to Council. Airing date: TBD

KENTVILLE'S ACTIVE TRANSPORTATION PLAN:

- The Harvest Moon Trail and the Kentville Gorge double track trail has been groomed to provide winter activity opportunities to the community.
- With the arrival of snow, the Scotia Cross Country Nordic Ski Club has begun grooming ski tracks at the Kentville Sand Pit. The current groom is a series of loops which cover about 2 kms. Memberships (day and season passes) can be purchased online, and FREE cross-country ski equipment can be borrowed from the Parks & Recreation Department for a four-day loan! We also have a Chariot Trailer with ski attachments which can be used to tow children out on the trails.

Respectfully Submitted,



Craig Langille

Director of Parks and Recreation

Community Partner Gathering

The Kentville Parks and Recreation Department works in partnership with multiple community organizations, groups, associations, not-for-profits and service providers. The department collaborates with them by offering joint programming and event hosting, partnering on grant applications, and providing equipment, space or supplies as needed.

Kentville community organizations are highly skilled and well-connected and exemplify collaborative approaches when offering community support, services and programming.

What we heard...

- Kentville organizations, community groups and not-for-profits are seeing great success in outcomes, programs and physical growth through service expansion opportunities!
- They see opportunities to further collaboration and expand programs or community offerings through intentional partnerships.
- They want to see more diverse perspectives at gatherings, in the community and in informing policy.

“We need to prioritize Black/African Nova Scotian and Indigenous voices.”

Kentville Parks and Recreation staff are committed to continuing and expanding how we support and collaborate with community organizations, groups, associations, not-for-profits and service providers. Staff will do so by following up on suggestions and offerings made during the 2024 Community Partner Gathering!



Highlighted Successes of 2023

The first portion of the gathering focused on the successes their organizations experienced in 2023:

- The renaming of Cornwallis Street to Bridge Street
- Kentville Town Council writing a letter in support of Basic Income Guarantee
- Expansion projects - new buildings, new programs, filling service gaps
- Strong staff teams in the sector
- Having more opportunities to come together, connect and collaborate
- Environmental Day 2023 - Oakdene Park
- Increased programming and services
- More staff positions
- New opportunities to support representation and diversity
- Seeing success in the individuals receiving support
- Partnership programming



In addition to internal programming and events, the Kentville Parks and Recreation Department partners with community organizations to offer approximately 30 programs a year, with multiple offerings on a weekly and ongoing basis.

Highlighted Opportunities for 2024

The second portion of the gathering focused on opportunities which the Kentville Parks and Recreation Department and Community Organizations can work collaboratively towards in 2024

- Multicultural and intergenerational program opportunities
- Low-cost programs for individuals with varying abilities or disabilities
- Solutions to housing and homelessness
- Continue to build and deepening community partnerships
- Grow connections with Indigenous and Black/African Nova Scotian community groups and members
- Seek to offer opportunities to increase community compassion and belonging
- Providing more volunteer opportunities for youth
- Offer more sensory-friendly activities year-round
- Create space to have more voices inform community events - such as Apple Blossom
- Kentville Parks and Recreation can create demographic-specific programming opportunities in collaboration with specific organizations (e.g., SHIFT program with the Flower Cart.)
- Increase food and sustainability programs throughout the community
- Increase community connection and understanding of varying lived experiences
- Identify opportunities for not-for-profits or community groups to operate in Town-owned/public spaces
- Kentville Parks and Recreation staff communicating to organizations their scope of influence on public policy
- Identify where community organization goals align with Parks and Recreation programs to seek opportunities for joint partnerships
- Parks and Recreation staff can offer letters of support for community organization grant applications
- Parks and Recreation space working with organizations to identify spaces for program or workshop offerings

Next Steps - Goal Setting!

The information shared at the 2024 Community Partner Gathering will inform the 2024 Town of Kentville Parks and Recreation Department Operational Plan. Staff are committed to following up with organizations to offer specific opportunities which further support, amplify, and collaborate to offer intentional and meaningful access to recreation through community.

Town of Kentville

Office of the Chief of Police

December 2023



Administration	Time	November 2023	December
	Plate queries	1423	1556
	Training hours	208	70
	Veh. Cks 38's	166	162
	SOT Tickets	42	29
	Foot Patrol Hours	110	125
	CC Charges	12	13
	Calls for service	239	214
Training	<ul style="list-style-type: none"> • Taser Training • Online training courses 		
Meetings	<ul style="list-style-type: none"> • Municipal Chief's Meetings • Executive Leadership Meetings • CAC Meeting • BoPC Strat Plan Meeting • Meeting with Finance • DOJ Meeting with ADM Collett • Weekly meetings with Deputy Chief • CAO Introduction 		
CCN	<ul style="list-style-type: none"> • Attended 16 Agency meetings, i.e., Portal, Youth Community Hub, Open Arms, Homeless no more, Wellness Court • Attended 5 Community Events • Received 11 referrals from KPS members/other Agencies • 61 meetings with clients • Attended 7 other calls and assisted members 		

Staffing	<ul style="list-style-type: none">• Need to hire 2 Cst's.• Promotional routine for Sgt's completed.• Need to fill CES position once hires are completed
-----------------	---



Kentville Police Service Bylaw Report December 2023

Municipal Bylaw Investigations	1
Loitering -Warnings	3
Assist Police	2
Taxi Inspections	0
Animal Control	0
Smoking-Charges	7
Smoking-Warnings	1
Parking-Charges	11
Parking- Warnings	66



Town of Kentville

Staff Report to Council Advisory Committee

Department of Engineering and Public Works

February 12, 2024

Programs and Operations

- **Kentville Water Commission:** There were no direct operational issues with the KWC in January.
- **Sanitary Sewer Area Service:** There were no direct operational issues with the Kentville Sanitary Sewer Service in January.
- **Public Works:** As what has become the trend in recent years, we saw a limited amount of snow in January. It is certainly too early to predict any savings to the “Snow & Ice Control” portion of the Operating budget because salt usage is still at or slightly above average and if recent trends follow, we have been seeing increased storms in the second half of winter toward the end of the fiscal year like last week’s substantial storm.

We are still awaiting delivery of our replacement plow / salt truck. The truck chassis was delivered from the vendor in Montreal to the upfitter in Quebec City but production delays of the dump body, plow & wing gear have delayed delivery. We expect to receive delivery of the completed truck in late February. In order to maintain our standard level of service we have had to make substantial unexpected repairs to our now eleven year old truck which will be decommissioned and sold as surplus this spring.

Projects

- Preliminary design is now underway on some upcoming Capital projects that we will be discussing in Capital budget meetings in the coming weeks.

Budgets

- In preparation for our upcoming budget meetings, Engineering & Public Works staff have begun updating and prioritizing our 5-year Capital Investment Project lists.

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

- Weekly Senior Staff meetings
- January 8th CAC
- January 10th OHS Committee
- January 22nd Special Council Meeting
-

Respectfully Submitted,

David Bell
Director of Engineering and Public Works



Town of Kentville
CAO Report to Council Advisory Committee
For the Month of February 2024
PRESENTED ON 12 FEBRUARY 2024

Administration and Operations

- Operations
 - Introduced myself to the Executive Leadership Team (ELT), and met with each member individually to discuss priorities and introduce my approach to municipal governance.
 - Continued discussions initiated by Interim CAO L. Coutinho regarding the importance of retaining a robust Planning Department, transitional plans and long-term objectives.
 - Started to orient myself to the Kentville budget process and to work with the ELT to build the 2024/25 capital and operating budget.
- Council Related
 - Met with the Mayor, Deputy Mayor and individual Councillors to better understand Council priorities and begin to set the agenda for the remaining nine months leading up to the next municipal election.
 - Continued to work with Council and staff to streamline the processing of correspondence for Council.

Respectfully Submitted,

Jeffrey Lawrence,
Interim CAO



Town of Kentville

Staff Report to Council Advisory Committee

HOUSING AND COMMUNITY PARTNERSHIPS

FEB 12, 2024

OPERATIONS

- Staff planned and facilitated the 2024 Community Partner Gathering.
- In partnership with Homeless No More staff, we began planning the April Sector Engagement in the lead-up to the 2024 regional count on rural homelessness that will capture statistics from West Hants, wrap-around southern Nova Scotia, to Chester.
- Staff met with Acadia University's Community Development faculty partners to plan the 2024 First Year Experience to be hosted in Kentville on March 8.
- Staff have met with community not-for-profits involved in the Provincial Pallet Project located in Kings County. All communications on the project updates will come from the Province of Nova Scotia and Open Arms, communications will be circulated to staff, council and KPS.
- Continued the work with Coordinated Access and Local Housing Working Groups.
- Staff were invited to MLA Chris Palmer's event on Housing on February 5, 2024. Staff connected with other municipal units – Berwick and Kings County. There is a want for a regional municipal staff working group on housing and homelessness. Staff are preparing to take on the coordination of this work.

Council Related

- CMHC Housing Accelerator Funding Announcements have begun being allocated to applicants in the Rural Stream. At this time, staff have not received communications from CMHC on a Contribution Agreement for the Town of Kentville.
- Staff supported a joint application for the 2023 Reaching Home Funding, resulting in \$28,000 to support the operational costs of the Housing and Community Partnerships coordinator. The application included the facilitation of \$220,000.00 to Valley Roots Housing for the purchase of transition and supportive living housing within the Town of Kentville. The \$220,000.00 is not a contribution agreement with the Town of Kentville.

ALL LEVELS OF GOVERNMENT AND THE IMPACT ON HOUSING

All levels of government are experiencing the pressures of the housing and homelessness crisis. However, local municipal governments are on the front lines of the response. There is ongoing pressure for municipal governments to take clear and direct action in response to the housing crisis. Questions arise on what level of government is responsible for ensuring adequate housing in the community. This report intends to clarify municipal opportunities to influence the housing trajectory in the community.

What impact do municipal and provincial governments have on housing?

The **Provincial government** aims to provide housing opportunities to meet the needs of all Nova Scotians ([Our Homes, 2023 Commitment](#)).

Municipal government works to create the conditions for housing developments.

How can municipal governments create the conditions for affordable housing while aligning with the Municipal Government Act (MGA)?

Within the Nova Scotia MGA, municipalities can:

- provide direct financial assistance to a business for the purpose of increasing the availability of affordable housing in the municipality (57.4, pg.48)
- regulate the provision of affordable housing within developments, including requiring that a specified percentage of affordable housing units be provided within a development (220.5.ja. pg.139)
- Create municipal-specific definitions of 'affordable housing, special-needs housing and rental housing (Provisions 1, Pg.303)

Kentville Municipal Planning Strategy

Section 5. Housing Goal (pg.11):

To provide housing to meet the needs of all Nova Scotia, this Municipal Planning Strategy recognizes the changing demographics and the need for a full range of housing types and the growing need for affordable housing. Town Council will support infill housing on undersized lots, reduce parking requirements downtown, and increase density where affordable housing is contained within.

[Link to full MPS](#)

FEDERAL GOVERNMENT INVOLVEMENT IN HOUSING

Below is a high-level overview of the history of government involvement in housing and how we got here. The timeline highlights the involvement of Municipal, Provincial and Federal governments in housing over the past 100+ years in Canada:

1935	Dominion Housing Act
1938	National Housing Act
1941-1947	Federal Wartime Housing Program
1948	Universal Declaration of Housing as a Human Right
1966	International Covenant on Economic, Social and Cultural Rights contains the UN's broadest recognition of the right to housing
1973	National Housing Act was amended to create a national co-op housing program and encourage housing development by municipalities and not-for-profit organizations
1979	Convention on the Elimination of All Forms of Discrimination against Women
1982	Amendments to the National Housing Act and Constitution Act resulted in provincial governments taking on leadership roles in the development of social housing
1989	Convention on the Rights of the Child
1990	International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families
1990	Due to Budget restraints the Federal Government ceased financing the national co-op and social housing programs and reallocated funding to provincial governing bodies.
2006	Convention on the Rights of Persons with Disabilities
2019	National Housing Strategy is Released
2023	Nova Scotia Provincial Housing Plan is released

The Charter of Rights and Freedoms is part of Canada's Constitution. Among other things, constitutions outline the rules and laws of Canada as well as government structure.

A right is something a person has. It is also something a person can do.

Domestic law in Canada does not formally recognize the right to adequate housing. Therefore, it does not require the federal government to provide the construction of housing.

In Canada, the Federal Government influences housing through, and not limited to, the 2019 National Housing Strategy, Housing Benefits and project financing, ongoing research, market and financial support through the Canadian Mortgage and Housing Cooperation, etc.

Example of Federal Housing Initiatives/Programs:

HOUSING ACCELERATOR FUND - UPDATE

At this time, the Town of Kentville has not received communication on whether the municipality has successfully received 2024 to 2027 Housing Accelerator funding.

The municipality submitted Seven Initiatives for funding based on CMHC and recommendations leading up to application submission; initiatives included:

- 1.) Increased Inclusionary Zoning and Secondary Planning Strategy
- 2.) Streamlined Municipal Inspection process
- 3.) Increased Avenues for Community Supportive Housing Programs
- 4.) Housing Toolkit and Policy Development
- 5.) Increased Affordable Housing Incentives
- 6.) Pre-Approved Neighbour Design/Permit Program
- 7.) Community Climate Resiliency and Adaptability Plan

With or without our HAF funding, there is still a growing need to respond to housing shortages. Staff have been preparing and seeking other opportunities to fund the work, as there is a risk of not receiving HAF funding.

Key initiatives at risk without HAF Funding that may be considered for future budget recommendations:

- Fund allocation toward a Secondary Planning strategy for Donal E. Hiltz
- Fund allocation for a Town of Kentville Building Inspector

Respectfully Submitted,



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

Office of the
Prime Minister



Cabinet du
Premier ministre

Ottawa, Canada K1A 0A2

January 24, 2024

Her Worship Sandra Snow
Mayor
Town of Kentville
354 Main Street
Kentville, Nova Scotia
B4N 1K6

Dear Mayor Snow:

On behalf of Prime Minister Justin Trudeau, I would like to acknowledge receipt of your correspondence.

The Government of Canada extends its deepest condolences to all those who have lost family members and loved ones, including Canadian citizens. During this extremely difficult time, our hearts are also with Canadians who have family and friends in the region.

Canada unequivocally condemns Hamas' terror attacks on Israel on October 7, the appalling loss of life, and the heinous acts of violence perpetrated in those attacks, including sexual violence. We condemn Hamas' unacceptable treatment of hostages and call for the immediate and unconditional release of all remaining hostages. The International Committee of the Red Cross must be granted full access to the hostages and be allowed to deliver medical assistance.

We support Israel's right to defend itself in accordance with international law. In defending itself, Israel must respect international humanitarian law.

Canada previously called for humanitarian pauses on hostilities in order to allow for hostages to be released and for much-needed humanitarian aid to reach Palestinian civilians. When a pause occurred, it allowed for the release of more than 100 hostages and supported an increase in humanitarian access to affected civilians. We want to see this pause resumed and support urgent international efforts towards a sustainable ceasefire.

A sustainable ceasefire cannot be one-sided. Hamas must release all hostages, stop using Palestinian civilians as human shields, stop intentionally occupying civilian sites for terrorist purposes, and lay down its weapons. Hamas can have no future in the governance of Gaza.

Canada

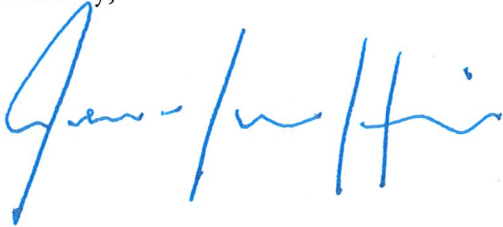
We are alarmed at the diminishing safe space for civilians in Gaza. The price of defeating Hamas cannot be the continuous suffering of all Palestinian civilians. We remain deeply concerned by the scale of the humanitarian crisis in Gaza and ongoing risks to all Palestinian civilians. Safe and unimpeded humanitarian access must be increased and sustained. Canada was among the first nations to provide humanitarian assistance, and we have provided tens of millions of dollars to partners to address urgent needs. Canada will ensure that no money goes into the hands of Hamas.

Canada remains committed to working with partners toward a just and lasting peace in the region, based on a two-state solution, where Israelis and Palestinians can live side by side in peace and security, with dignity and without fear.

As the precise matter that you have written about falls within the portfolio of the Honourable Mélanie Joly, Minister of Foreign Affairs, and the Honourable Ahmed Hussen, Minister of International Development, I have asked that a copy of your correspondence be sent to their office.

Thank you for taking the time to write. Please accept my warmest regards.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jean-Luc Marion', with a stylized, flowing script.

Jean-Luc Marion
Director, Prime Minister's Correspondence
Office of the Prime Minister

From: Garry Randall <garryerandall@gmail.com>
Sent on: Wednesday, January 31, 2024 3:09:02 AM
To: CouncilandMayor <CouncilandMayor@kentville.ca>
Subject: D Hiltz Connector
Attachments: Screenshot_20240130-154931_Samsung Internet.jpg (920.15 KB),
Screenshot_20240130-214815_Gmail.jpg (777.54 KB), Screenshot_20230917-
212611_Word.jpg (1.29 MB)

The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin.

Please cc: CAO Jeff Lawrence
Director Dave Bell

Dear Mayor Snow and Council, as you know I have expressed my concern over Kentville's Engineer Dave Bells letter to my good neighbor Mr Ron Cousins. This letter threatens to expropriate a portion of Ron's property for the future Donald Hiltz Connector Road. To my knowledge Council has never voted to expropriate Mr Cousin's land so the signed letter has no legal weight and has caused Mr Cousins months of undeserved stress. Ron and I met with Director Bell and walked the property. We asked that Mr Bell explore bypassing the Cousins property by keeping South of his land as was done with the existing wellfield pipelines. We also asked if the town had made any effort to purchase that land. Director Bell did commit to going back and consulting with CAO Trooke behind closed doors. There has not been any feedback to us on that discussion.

The land south needed to bypass Mr Cousins property belongs to Mr Healy and today came on the market for sale (see attached).

Today I passed this info on to Mayor Snow and she offered to fwd my conversation on to our CAO and Council. We also agreed I might communicate this info to you all as well.

As you all know Mr Cousin's is a respectful, life-long resident of Kentville who bothers no one. Also you know as described in the letter you received from the Blomidon Naturalist Society his Acadian Old Growth Forest which the Town threatens to bulldoz is disappearing rapidly in Nova Scotia. As well their letter impresses how this type of forest protects us from flooding and fires. Not to mention Ron's plans for the property is to leave it to a nature trust for us citizens to enjoy after he passes. In many ways Ron is a Breath of Fresh Air, he is what we want our town to be seen as in my opinion.

Please give some consideration to acquiring property to the south of Ron so as to let this man be proud of his town and to have peace in his senior yes. Please.

Sincerely
Garry Randall
902-680-6352