

## **Town of Kentville Special Council Meeting**

June 17, 2025, 4:00pm, Kentville Town Hall

- 1. CALL MEETING TO ORDER AND ROLL CALL**
- 2. APPROVAL OF THE AGENDA**
- 3. NEW BUSINESS**
  - (a) Updated Intermunicipal Service Agreements
  - (b) Sanitary Sewer Operating Reserve
  - (c) Approval of Funding Commitment Resolution
- 4. ADJOURNMENT**



**TOWN OF KENTVILLE**  
**Reserve Funds Excluding Perpetual Fund**

**March 31, 2024**  
**Balance**

**March 31, 2025**  
**Balance**

**Town of Kentville**

**Town Operating Reserve**

General Allocation	865,583	925,762
Election	51,000	42,200
Police	6,296	44,296
Union negotiations	96,200	96,200
Snow removal	50,000	50,000
Parking	27,710	17,670
Valley Waste	322,977	322,977
Kings Transit	54,000	54,000
Sanitary Sewer	395,721	220,721
	<b>1,869,487</b>	<b>1,773,826</b>

**Town Capital Reserve**

Town	1,749,559	1,877,716
Town - Deed Transfer Tax	-	360,213
Sanitary Sewer	94,651	94,651
Sanitary Sewer - Depreciation	123,460	220,461
	<b>1,967,670</b>	<b>2,553,041</b>

**Other Reserves**

CCBF, SSGF, Equipment	982,513	283,575
<b>Total Town Reserves</b>	<b>4,819,670</b>	<b>4,610,442</b>



# Memo

To: Kevin Matheson, CAO

From: Wanda Matthews, Director of Finance

Date: June 9, 2025

**Re: Resolution- 2024/25 Withdrawal from Town of Kentville Sanitary Sewer Operating Reserve**

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The Town of Kentville Sanitary Sewer Fund's March 31, 2025 unaudited results indicate a deficit of \$117,214. This amount is subject to final auditor year-end review.

Municipalities are not allowed to carry a year-end deficit position. A year-end deficit position transfers into the following year as a charge against the Town of Kentville Sanitary Sewer operating budget. In addition, a year-end deficit position negatively affects the Town's financial condition indices for the fiscal year.

To mitigate, the Town can access Sanitary Sewer operating reserves to offset the final actual shortfall. The sanitary sewer operating reserve fund held \$395,721 as at March 31, 2024 with a March 31, 2025 balance projected at \$220,721 before deficit reduction and \$103,507 after a deficit reduction for 2024-2025.

## **RECOMMENDATION**

It is recommended to the Council Advisory Committee that in the event a Sanitary Sewer operating deficit persists, the final audited deficit value be withdrawn from the Town of Kentville Sanitary Sewer operating reserve.



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Kevin Matheson  
Interim CAO  
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Date June 11, 2025

RE: Funding Commitment – Climate Ready Plan

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The Town has been presented with a funding opportunity to support the Climate Ready Plans and Process line item of the 2025-2026 operational budget.

Council, in November 2024, approved the submission of a funding application to the funding body to support a term staff position in the development of a Climate-Ready Plan for the Town of Kentville.

The funding body has conditionally offered \$70,000 to complete the project. The condition is that Council pass a further resolution committing its contribution of \$17,500 to the project and that resolution has to be received prior to June 30<sup>th</sup> or the offer will be rescinded.

Both the funding and expenditures are incorporated in the draft budget that was presented to Council.

### **Recommendation**

**Be it resolved that the Town of Kentville commit \$17,500 as its contribution to the development of a Climate-Ready for the Town of Kentville.**