



TOWN OF KENTVILLE WATER COMMISSION

Operating and Capital Budget Meeting Minutes July 22, 2025

PRESENT

Mayor Andrew Zebian
Deputy Mayor Debra Crowell
Councilor Cathy Maxwell
Councilor John Andrew
Kentville Fire Department, Chief Scott Hamilton
CAO Chris McNeill
Director of Engineering Town of Kentville, David Bell
Director of Planning Town of Kentville, Darren Shupe
Recording Secretary Carla MacDonald
No Citizen Member to date

ATTENDED BY ZOOM

Director of Finance, Wanda Matthews

REGRETS

County of Kings Councilor Doug Gates
County of Kings Trish Javorek
County of Kings Engineer Brad Carrigan
Manager of Environmental Services, County of Kings Martin Kehoe

Voting members: The Mayor as chairperson, three (3) councilors, one (1) citizen representative, one (1) representative from the Kentville Volunteer Fire Department, and one (1) representative from the County of Kings (as per Town of Kentville Policy G57 Committee of Council 4.14.1.2).

With a voice but no vote, the CAO, Director of Planning Town of Kentville, Director of Public Works Town of Kentville and representative from the Department of the Environment provide technical expertise (as per Town of Kentville Policy G57 Committee of Council 4.14.1.2).



1. CALL TO ORDER AND ROLL CALL

Mayor Andrew Zebian called the meeting to order at 4:15 p.m.

Note: "Points from Discussion" below show various comments made by individual members during meeting. They do not necessarily represent the opinion of the group, nor do they always reflect accurate information.

This meeting was called to review the Town of Kentville Water Commission 2025-2026 Operational and Capital Budgets for the Kentville Water Commission, there is no other business.

3. NEW BUSINESS

a. Operating Budget

i. Operating Revenue

- 2025/26 total operating revenue increased \$21,400 (1.1%) from last year to \$2,022,750.

See report details

ii. Operating Expenditures

- 2025/26 total operating expenditures are expected to increase \$83,152.00 or 4.4% from last year.

See report for details

iii. Non /Operating Revenue

- Non-operating revenue reflects work completed and billed to external parties, typically utility customers, as well as "Bad debts collected". This revenue is forecast to decrease \$2,500 (49.0%) to reflect actual results.

See report for details



iv. Non/Operating Expenditures

- Debt charges are nil in 2025/2026, as past debentures have been retired.

See report for details

v. Budget Analysis

- To offset most of the forecast deficit, it is recommended that no 'Capital from Revenue' be funded this fiscal year, and that no operating revenue be transferred to Operating or Capital Reserves. It is also recommended to fully utilize the KWC Operating Reserve (\$60,010), reducing the forecast deficit to \$3,240.

See report for details

Recommendation to approve the 2025-2026 Kentville Water Commission Operating Budget as presented.

Operating Revenue: \$2,022,750

Operating Expenditures: \$1,988,100

A \$168,250.00 operating deficit is forecast once non-operating expenditures are assigned against the Net Operating Revenue. The current water rates are not sustainable; a Water Rate study is currently underway and is expected to be taken to the Nova Scotia Regulatory and Appeals Board for review within the fiscal year.

Motion to approve the 2025-2026 Kentville Water Commission Operating Budget as presented

Deputy Mayor Debra Crowell and seconded by Councilor John Andrew.

Operating Revenue \$2,022,750.00

Operating Expenditures \$1,988,100.00

Operating Deficit Forecast \$168,250.00

MOTION CARRIED

b. Water Capital Budget: Projects total \$2,040,000 for 2025/26

- To meet service demands; these items are budgeted annually at \$57,500.00 in 2024/25 and are increased to \$65,000.00 this fiscal year.
- Projects: Street renewal /extensions, residential water meter conversion program, land acquisition, booster stations, Chester Water Treatment Plant and equipment.
- Funding: for the capital program will come from the following sources, ICIP Grant, KWC Capital Reserve, Kentville Water Commissions Depreciation Reserve Fund and operating



revenue, debenture dollar amount taken out in 2026/27 to fund KWC's portion of the 2025/26 ICIP project.

See report for details

Recommendation to approve the 2025/26 Kentville Water Commission Capital Budget as presented at an amount of \$2,140,000.00. The subsequent two years are recommended to be approved in principle.

Motion to approve the 2025/26 Kentville Water Commission Capital Budget in the amount of \$2,140,000.00 and subsequent two years recommended to be approved by principle, Deputy Mayor Debra Crowell and seconded by Fire Chief Scott Hamilton.

MOTION CARRIED

c. **Next meeting** for Kentville Water Commission on **to be determined** at p.m.

5. ADJOURNMENT

Motion to adjourn Kentville Water Commission Operating and Capital Budget meeting.

MOTION CARRIED

Adjourned at 4:45 p.m.

X

Minutes Approved by Chair Mayor Andrew Zebian