



MUNICIPALITY *of the*
COUNTY *of* **KINGS**

MUNICIPAL COUNCIL
Tuesday, February 6, 2024

Following Public Hearing
AGENDA

Video Recording Times Noted in Red
Video is available [here](#)

1. Roll Call **1:00:10**
2. Approval of Agenda **1:00:57** Page 1
3. Disclosure of Conflict of Interest Issues **None**
4. Approval of Minutes **1:01:47**
 - a. January 9, 2024 Council Page 2
 - b. January 11, 2024 Special Council Page 10
 - c. January 23, 2024 Special Council Page 14
5. Business Arising from Minutes **None**
 - a. January 9, 2024 Council Page 2
 - b. January 11, 2024 Special Council Page 10
 - c. January 23, 2024 Special Council Page 14
6. Planning Advisory Committee Recommendations December 12, 2023 Page 18
 - a. Land Use By-law Text Amendment in the Country Residential (A4) Zone (File 23-13)
1:05:11
 - b. Options for Development Incentives **1:07:09**
 - c. Next Public Hearing Date **1:15:31**
7. Financial Services
 - a. Amendments to By-law 45: Street Lighting (second reading) **1:15:56** Page 19
 - b. Kings Transit Authority Fiscal 2024/25 Operating and Capital Budget **1:17:00** Page 30
 - c. Valley Region Solid Waste-Resource Management Authority Fiscal 2024/25 Operating and Capital Budget **1:22:59** Page 36
8. Recommendation from Committee of the Whole January 23, 2024 **1:27:13** Page 41
 - a. Water Bomber
9. Recommendations from Nominating Committee January 23, 2024 **1:28:28** Page 42
 - a. Citizen Appointment to Audit & Finance Committee
 - b. Citizen Appointment to Joint Accessibility Advisory Committee
10. Board and Committee Reports **1:30:16**
 - a. Diversity Kings County Verbal
 - b. Committees of Council Page 43
 - c. External Boards and Committees Page 44
11. Other Business **1:31:43**
12. Comments from the Public **None**
13. Adjournment & Closed Session **1:33:26**

**THE MUNICIPALITY OF THE COUNTY OF KINGS
MUNICIPAL COUNCIL
Tuesday, January 9, 2024
DRAFT MINUTES**

Meeting Date and Time

A meeting of Municipal Council was held on Tuesday, January 9, 2024 at 6:00 p.m. in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

1. Attendance

All Members of Council were in attendance, with the exception of Councillor Granger, with notice.

Deputy Mayor Lutz chaired the meeting.

Roll Call

Results for Roll Call

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart (virtual)	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

Also in attendance were:

- Scott Conrod, Chief Administrative Officer
- Rob Frost, Deputy Chief Administrative Officer
- Greg Barr, Director, Finance & IT
- Brad Carrigan, Director, Engineering & Public Works
- Trish Javorek, Director, Planning & Inspections
- Zobia Jawed, Director, Environmental Svs & Climate Resilience
- Graysen Parker, Diversity Specialist
- Janny Postema, Municipal Clerk/Recording Secretary

Excuse Absence

On motion of Councillor Burgess and Councillor Killam, that Councillor Granger's absence from the January 9, 2024 Council meeting be excused.

Motion Carried.

RC-2024-01-09-001

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For

District 8	Kevin Davison	For
District 9	Peter Allen	For

2. [Approval of Agenda](#)

On motion of Councillor Killam and Councillor Harding, that Council approve the January 9, 2024 agenda as circulated.

Motion Carried.

RC-2024-01-09-002

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

3. **Disclosure of Conflict of Interest Issues**

No Conflict of Interest issues were declared.

4. **Approval of Minutes**

4. [December 5, 2023 Council](#)

On motion of Councillor Burgess and Councillor Allen, that the minutes of the Council meeting held on December 5, 2023 be approved as circulated.

Motion Carried.

RC-2024-01-09-003

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

5. **Business Arising from Minutes**

5a. [December 5, 2023](#)

There was no business arising from the December 5, 2023 minutes.

6. [Planning Advisory Committee Recommendations December 12, 2023](#)

6a. **LUB Text Amendment in the Country Residential (A4) Zone (File 23-13)**

Councillor Armstrong, Chair of the Planning Advisory Committee, presented the recommendations as attached to the January 9, 2024 Council agenda.

On motion of Councillor Armstrong and Councillor Davison, that Municipal Council give First Reading to and approve a Public Hearing for the amendments to the text of the Land Use By-law to change the minimum lot area and lot frontage requirements for semi-detached dwellings within the Country Residential (A4) Zone as described in Appendix A of the report dated December 12, 2023.

Motion Carried.

RC-2024-01-09-004

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

6b. **Options for Development Incentives**

On motion of Councillor Armstrong and Councillor Burgess, that Municipal Council give First Reading to and hold a Public Hearing regarding the draft development incentives policies contained in Appendix B of the report dated December 12, 2023.

Motion Carried.

RC-2024-01-09-005

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

6c. **Next Public Hearing Date**

Councillor Armstrong noted that the next Public Hearing was scheduled to be held on Thursday, January 11, 2024 at 6:00 p.m. in Council Chambers.

The next regular Public Hearing will be Tuesday, February 6, 2024 at 6:00 p.m. in Council Chambers.

7. Administration

7a. [Proclamation of African Heritage Month 2024](#)

Graysen Parker, Diversity Specialist, presented the Request for Decision as attached to the January 9, 2024 Council agenda and provided a [presentation](#).

On motion of Councillor Burgess and Councillor Armstrong, that Municipal Council proclaim February 2024 to be “African Heritage Month” in the Municipality of Kings.

Motion Carried.

RC-2024-01-09-006

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

8. Engineering & Public Works Services

8a. [Policy EPW-04-016: Crosswalk Prioritization and Installation \(Adoption\)](#)

Deputy Mayor Lutz presented the Policy as attached to the January 9, 2024 Council agenda.

On motion of Councillor Hirtle and Councillor Davison, that Municipal Council adopt Policy EPW-04-016: Crosswalk Prioritization and Installation as attached to the January 9, 2024 Council agenda.

Motion Carried.

RC-2024-01-09-007

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

8b. [Chapel Road Canning Infrastructure Design](#)

Brad Carrigan, Director of Engineering & Public Works, presented the Request for Decision as attached to the January 9, 2024 Council agenda and provided a [presentation](#).

On motion of Councillor Armstrong and Councillor Davison, that Municipal Council approve additional costs for design and engineering of the Chapel Road Canning Infrastructure Upgrades Project in the amount of \$6,400 plus applicable taxes (50% share of \$12,800 fee) to AtkinsRéalisis for the revision of drawings and specifications.

Motion Carried.

RC-2024-01-09-008

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

9. **Financial Services**

9a. [Amendments to Policy FIN-05-007: Fire and Recreation Area Rates](#)

Deputy Mayor Lutz presented the Policy as attached to the January 9, 2024 Council agenda.

On motion of Councillor Armstrong and Councillor Allen, that Municipal Council adopt amendments to Policy FIN 05-007: Fire and Recreation Area Rates as attached to the January 9, 2024 Council agenda.

Motion Carried.

RC-2024-01-09-009

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

10. [Committee of the Whole Committee Recommendation December 19, 2023](#)

10a. [Proposed Amendments to by-law 45: Street Lighting](#)

Deputy Mayor Lutz presented the recommendation as attached to the January 9, 2024 Council agenda.

On motion of Councillor Allen and Councillor Killam, that Municipal Council give first reading to amendments to By-law 45: Street Lighting as attached to the January 9, 2024 Council agenda.

Motion Carried.

RC-2024-01-09-010

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

11. [Police Services Advisory Committee Recommendation December 20, 2023](#)

11a. **Development of Bulletins for media**

Councillor Hirtle, Chair of the Police Services Advisory Committee, presented the recommendation as attached to the January 9, 2024 Council agenda.

On motion of Councillor Hirtle and Councillor Killam, that Municipal Council direct the Chief Administrative Officer to liaise with the RCMP to create content for Municipal media platforms that will be published frequently, on a monthly, bi-monthly, or quarterly basis.

Motion Carried.

RC-2024-01-09-011

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

12. **Board and Committee Reports**

12a. Police Services Advisory Committee

Councillor Hirtle provided a verbal report.

12b. [Committees of Council](#)

For Information.

12c. [External Boards and Committees](#)

For Information.

On motion of Councillor Burgess and Councillor Allen, that Municipal Council receive the Committee Report as provided verbally on January 9, 2024.

Motion Carried.

RC-2024-01-09-012

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

13. **Correspondence**

Deputy Mayor Lutz presented the correspondence as attached to the January 9, 2024 Council agenda.

On motion of Councillor Armstrong and Councillor Burgess, that Municipal Council receive the correspondence as attached to the January 9, 2024 agenda for information.

Motion Carried.

RC-2024-01-09-013

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

13a. [Communities in Bloom](#)

For information.

13b. [Evangeline Club](#)

For information.

13c. [Annapolis Valley Regional Library re: Funding Review Process](#)

For information.

- 14. **Other Business** Councillor Harding noted that there was a fire in an unhoused person’s tent this morning in Berwick.
- 15. **Comments from the Public** One member of the public was present but didn’t provide comments.
- 16. **Adjournment** **On motion of Councillor Allen and Councillor Burgess, there being no further business, the meeting adjourned at 6:40 p.m.**

Motion Carried.

RC-2024-01-09-014

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	-
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

Approved by:

Emily Lutz
Deputy Mayor

Janny Postema
Municipal Clerk/Recording Secretary

Results Legend	
-	Absent
COI	Conflict of interest
For	A vote in favour
Against	A vote in the negative or any Councillor who fails or refuses to vote and who is required to vote by the preceding subsection, shall be deemed as voting in the negative.

**THE MUNICIPALITY OF THE COUNTY OF KINGS
SPECIAL COUNCIL
Thursday, January 11, 2024
DRAFT MINUTES**

**Meeting Date
and Time**

A special meeting of Municipal Council was held on Thursday, January 11, 2024, at 9:50 p.m. following a Public Hearing in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

1. Attendance

All Members of Council were in attendance.

Deputy Mayor Lutz chaired the meeting.

Results for Roll Call

For 10
Against 0

District	Name	Results
Mayor	Peter Muttart (virtual)	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

Also in attendance were:

- Scott Conrod, Chief Administrative Officer
- Rob Frost, Deputy Chief Administrative Officer
- Trish Javorek, Director, Planning & Inspections
- Laura Mosher, Manager, Planning & Development
- Chris Ritchie, Administrative Assistant/Recording Secretary

2. [Approval of Agenda](#)

On motion of Councillor Burgess and Councillor Allen, that Council approve the January 11, 2024 agenda as circulated.

Motion Carried.

SC-2024-01-11-001

Results

For 10
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

3. **Disclosure of Conflict of Interest Issues**

Mayor Muttart indicated that he had difficulties connecting virtually to the Public Hearing and missed the presentations for items 4a. and 4b. He would therefore not vote on those two items.

4. **Planning Advisory Committee Recommendations November 14, 2023**

4a. **Application to amend the Grand Pré Conservation District (File # 23-14)**

Councillor Armstrong, Chair of the Planning Advisory Committee, presented the recommendations as attached to the January 11, 2024 Council agenda.

On motion of Councillor Armstrong and Councillor Granger, that Municipal Council give Second Reading to the application to amend the Grand Pré Conservation District Map by removing a property at 2176 Grand Pré Road (PID 55231468), Grand Pré as described in Appendix D of the report dated November 14, 2023.

Motion Carried.

SC-2024-01-11-002

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

4b. **Application to rezone a property in Waterville (File # 23-11)**

On motion of Councillor Armstrong and Councillor Davison, that Municipal Council give Second Reading to the application to rezone 5431 Highway 1 (PID 55159180), Waterville from the Residential Mixed Density (R3) Zone to the Mixed Commercial Residential (C3) Zone, as described in Appendix D of the report dated November 14, 2023.

Motion Carried.

SC-2024-01-11-003

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

4c. **Application to rezone a property in Greenwood**

On motion of Councillor Armstrong and Councillor Allen, that Municipal Council give Second Reading to the application to rezone a

(File # 22-17)

portion of the property located at 1291 Highway 201 and a portion of an abutting vacant parcel (PIDs 55448005 and 55517080), Greenwood from the Rural Mixed Use (A2) Zone to the Rural Industrial (M3) Zone as described in Appendix D of the report dated November 14, 2023.

Motion Carried.

SC-2024-01-11-004

Results

For 10
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

4d. **Application to enter into a development agreement to permit a Comprehensive Neighbourhood development in Port Williams (File # 22-02)**

On motion of Councillor Armstrong and Councillor Davison, that Municipal Council give Final Consideration to entering into a development agreement to permit a comprehensive neighbourhood development on a vacant parcel of land located on the west side of Collins Road (PID 55037139), Port Williams, as described in Appendix C of the report dated October 12, 2023.

Motion Carried.

SC-2024-01-11-005

Results

For 9
Against 1

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	Against
District 8	Kevin Davison	For
District 9	Peter Allen	For

4e. **Next Public Hearing Date**

Councillor Armstrong noted that the next Public Hearing was scheduled to be held on Tuesday, February 6, 2024 at 6:00 p.m. in Council Chambers.

5. **Other Business**

There was no other business to come before Council.

6. **Comments from the Public**

Several members of the public were present and made comments concerning agenda item 4d. 'Application to enter into a development agreement to permit a Comprehensive Neighborhood development in Port Williams'.

7. Adjournment

On motion of Councillor Burgess and Councillor Armstrong, there being no further business, the meeting adjourned at 10:35 p.m.

Motion Carried.

SC-2024-01-11-006

Results

For 10
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

Approved by:

Emily Lutz
Deputy Mayor

Chris Ritchie
Administrative Assistant/Recording Secretary

Results Legend	
-	Absent
COI	Conflict of interest
For	A vote in favour
Against	A vote in the negative or any Councillor who fails or refuses to vote and who is required to vote by the preceding subsection, shall be deemed as voting in the negative.

**THE MUNICIPALITY OF THE COUNTY OF KINGS
SPECIAL COUNCIL
Tuesday, January 23, 2024
DRAFT MINUTES**

Meeting Date and Time

A special meeting of Municipal Council was held on Tuesday, January 23, 2024 at 12:35 p.m. following a meeting of the Committee of the Whole in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

1. **Attendance**

All Members of Council were in attendance, with the exception of Deputy Mayor Lutz, with notice.

Appointment of Chair

In the absence of the Deputy Mayor and the Mayor attending virtually, Janny Postema, Municipal Clerk, called the meeting to order. The Clerk asked Council to appoint a Chair from those present, in accordance with section 15 *Municipal Government Act*.

On motion of Councillor Granger and Councillor Harding, that Municipal Council appoint Councillor Armstrong as Chair of the January 23, 2024 Council meeting.

Motion Carried.

SC-2024-01-23-007

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

Councillor Armstrong took the Chair.

Results for Roll Call

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart (virtual)	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

Also in attendance were:

- Scott Conrod, Chief Administrative Officer
- Rob Frost, Deputy Chief Administrative Officer
- Greg Barr, Director, Finance & IT
- Brad Carrigan, Director, Engineering & Public Works
- Trish Javorek, Director, Planning & Inspections
- Zobia Jawed, Director, Environmental Svs & Climate Resilience
- Janny Postema, Municipal Clerk
- Chris Ritchie, Recording Secretary

Excuse Absence

On motion of Councillor Allen and Councillor Harding, that Deputy Mayor Lutz’s absence from the January 23, 2024 Special Council meeting be excused.

Motion Carried.

SC-2024-01-23-008

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

2. [Approval of Agenda](#)

On motion of Councillor Killam and Councillor Davison, that Council approve the January 23, 2024 agenda as circulated.

Motion Carried.

SC-2024-01-23-009

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

3. **Disclosure of Conflict of Interest Issues**

No Conflict of Interest issues were declared.

4. Recommendations from Committee of the Whole January 23, 2024

4a. [Municipal Election 2024: Voting Method and Alternative Voting By-law](#)

On motion of Councillor Davison and Councillor Burgess, that Municipal Council resolve to conduct the Municipal Election 2024 by electronic voting (internet and telephone), per section 146A (1) *Municipal Elections Act*.

Motion Carried.

SC-2024-01-23-010

Results

For 7
Against 2

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	Against
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	Against

On motion of Councillor Harding and Councillor Allen, that Municipal Council give first reading to By-law 108: Alternative Voting, as attached to the January 23, 2024 Request for Decision.

Motion Carried.

SC-2024-01-23-011

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

4b. [Tender #23-26: Supply, Delivery and Licensing of New Vehicles](#)

On motion of Councillor Harding and Councillor Hirtle, that Municipal Council award tender #23-26: Supply, Delivery and Licensing of New vehicles to Bruce Leasing Limited as described in the Request for Decision dated January 23, 2024.

Motion Carried.

SC-2024-01-23-012

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

5. **Other Business**

There was no other business to come before Council.

6. **Comments from the Public**

No members of the public were present.

7. **Adjournment**

On motion of Councillor Allen and Councillor Davison, there being no further business, the meeting adjourned at 12:50 p.m.

Motion Carried.

SC-2024-01-23-013

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

Approved by:

Emily Lutz
Deputy Mayor

Chris Ritchie
Administrative Assistant/Recording Secretary

Results Legend	
-	Absent
COI	Conflict of interest
For	A vote in favour
Against	A vote in the negative or any Councillor who fails or refuses to vote and who is required to vote by the preceding subsection, shall be deemed as voting in the negative.

Committee Recommendations

COMMITTEE Planning Advisory Committee
COMMITTEE MEETING DATE [December 12, 2023](#)
COUNCIL MEETING DATE February 6, 2024

RECOMMENDATIONS

a.	Land Use By-law Text Amendment in the Country Residential (A4) Zone (File 23-13)	That Municipal Council give Second Reading for the amendments to the text of the Land Use By-law to change the minimum lot area and lot frontage requirements for semi-detached dwellings within the Country Residential (A4) Zone as described in Appendix A of the report dated December 12, 2023.
b.	Options for Development Incentives	That Municipal Council Second Reading regarding the development incentives policies contained in Appendix B of the report dated December 12, 2023.
c.	Next Public Hearing Date	TBD

MUNICIPALITY OF THE COUNTY OF KINGS



For By-Law information contact the Municipal Clerk

Tel: (902) 678-6141 Fax: (902) 678-9279 E-mail: municipalclerk@countyofkings.ca

BY-LAW #45

STREET LIGHTING BY-LAW

SHORT TITLE

This By-law may be cited as the *Street Lighting By-Law* and shall apply to the Municipality of the County of Kings, except for the area designated under By-Law 97 Canaan Heights Street Lighting By-Law.

PREAMBLE & AUTHORITY

WHEREAS the Municipality has the authority under the *Municipal Government Act* to levy lienable Street Lighting Charges on Property within certain areas, with the intent to recoup the related costs of street lighting installed by, or at the direction of, the Municipality, or those lights for which the Municipality has assumed responsibility;

AND WHEREAS the Municipality desires to enact a by-law to provide for payment of streetlighting;

AND WHEREAS the Municipality desires to set out an application process by which new streetlights may be installed;

AND WHEREAS the application and approval processes set forth in this By-law cover the addition of new Street Light Charge Areas and the addition of new streetlights in existing Street Light Charge Areas;

BE IT ENACTED by the Municipal Council of the Municipality of the County of Kings, pursuant to the *Municipal Government Act* as follows:

DEFINITIONS

1. In this By-law:
 - a. "Growth Centre" means serviced areas with urban amenities such as central water, sidewalks, and recreation facilities. For greater certainty the Municipality contains twelve Growth Centres, namely: Greenwood, Kingston, Aylesford, Waterville, Cambridge, Coldbrook, North Kentville, Centreville, New Minas, Port Williams, Canning and Hants Border;
 - b. "Municipality" means the Municipality of the County of Kings;
 - c. "Municipal Council" means the elected Council of the Municipality of the County of Kings;

- d. "Municipal Engineer" means an employee of the Municipality appointed and having the authority under the *Municipal Government Act*;
- e. "Municipal Treasurer" means an employee of the Municipality appointed and having the authority under the *Municipal Government Act*;
- f. "Owner" refers to the owner of a property including:
 - i. A part owner, joint owner, tenant in common or joint tenant of the whole or any part of land or a building fronting on a street;
 - ii. In the case of the absence or incapacity of the person having title to the land or building, a Trustee, an executor, a guardian, an agent, a mortgagee in possession or a person having the care or control of the land or building; and
 - iii. In the absence of proof to the contrary, the person assessed for the property;
- g. "Property" means buildings and structures erected or placed upon, in, over, under or affixed to land, including buildings and structures under construction or partially constructed;
- h. "Street Light Charge Areas" means those geographic areas described in Schedule A of this By-law.

STREET LIGHTING CHARGE

2. Every owner of a property that is within a geographic area described in Schedule A shall pay an annual flat rate charge known as the Street Lighting Charge for the recovery of related costs of streetlights. Every owner of a Property that is within an area described in Schedule B shall pay an Intersection Street Light Charge.
3. The Street Lighting Charge for dwellings and commercial properties is in the Municipal Fees Policy FIN 05-003, s 4.3 and which is reviewed annually by Municipal Council.
4. The Street Lighting Charge, if not paid when due, shall become a lien on the property in the same manner and with the same effect as rates and taxes under the *Assessment Act*. Per the *Municipal Government Act*, such lien may also include recovery of any charges by way of tax sale.
5. Street Lighting Charges shall be based on the Municipality's fiscal year. Charges may be prorated according to the date of either the installation, acquisition, or assumption that is incurred part way through a fiscal year.
6. Street Lighting Charges shall be payable on the same due dates as Municipal property taxes.
7. The Street Lighting Charge and interest thereon is collectable in the same manner as taxes and, at the option of the Municipal Treasurer, shall be collected at the same time, and by the same proceedings, as taxes.

APPLICATIONS AND APPROVALS

Form of Application

8. The Municipal Engineer shall be responsible for establishing and maintaining the installation and location design for all new street light requests. The Municipal Engineer will consult, as needed be from time to time, with the Nova Scotia Department of Public Works, Nova Scotia Power, and the Municipality's Director of Land Use Planning.
9. An application for the installation of street lighting may be presented by any ratepayer resident (the Applicant) in an existing or proposed Street Light Charge Area to the Municipal Clerk.
10. Applicants shall file requests in Form A of this By-law. Upon receipt of a complete application, the Municipal Engineer will process the application as follows:

Applications for New Street Light Charge Areas within Growth Centres

11. The Municipal Engineer will prepare a map of the proposed area including the approximate location of the new lights together with the projected cost per property. The Municipal Engineer will consult with the related property owners.
12. Notwithstanding provision 20 of this By-law, fifty plus one percent (51%) of the property owners that are to be charged the proposed levy must agree for the application to be submitted to Municipal Council for approval as an addition to Schedule A of this By-law.

Applications for New Street Light Charge Areas outside of Growth Centres

13. The Municipal Engineer when processing these applications shall be mindful of the initiatives encouraged by the International Dark-Sky Association (IDA) related to energy savings and eco-tourism initiatives. Consideration will be given to the installation of downward facing lights to minimize skyward light pollution and to promote night time star and sky watching.
14. Notwithstanding provision 20 of this By-law, the filing and processing of applications shall follow the same process as set out in provisions 11 and 12 of this By-law.

Approval of New Street Light Charge Areas

15. Municipal Council shall receive and consider recommendations for approval as filed by the Municipal Engineer.

Additions to Existing Street Light Charge Areas

- 16. Applications to extend streetlights or infill streetlights in a Street Light Charge Area will require the completion of Form A and may be presented by any ratepayer resident in the existing Street Light Charge Area to the Municipal Clerk.
- 17. Notwithstanding provision 20 of this By-law, in processing an application to extend or infill an existing Street Light Charge Area the Municipal Engineer shall consider other provisions of this By-law, existing and proposed sidewalk networks, and the rate implications on streetlight ratepayers. With respect to streetlight rate implications, the Municipal Engineer shall consult with the Municipal Treasurer.

Approval of the Addition of Street Lights to an Existing Street Light Charge Area

- 18. Approval in this instance shall rest with the Municipal Engineer.

Notification to Applicants

- 19. The decision to either approve or deny an application shall be communicated to the Applicant in writing and sent by ordinary mail to the address provided on the application form, no later than six months from the date that the complete application was received.

SAFER COMMUNITIES

- 20. In the interest of public safety, the Municipal Engineer may determine the need for additional street lighting installations from time to time. In these cases, the Municipal Engineer shall have the authority to authorize an installation(s).



By-law #45: Street Lighting

FORM A: APPLICATION FOR STREET LIGHTING

Application Date:		
CONTACT INFORMATION		
Name of Applicant:	First:	Last:
E-mail Address:		
Telephone Number:	Day Time:	Cell:
Address:		
Details:		
Location of Requested Street Light(s)		
Please attach:	Sketch of Area where lights are to be installed, including location of existing utility poles	
Indicate if this Application is for:	<input type="checkbox"/> New Street Light Area	<input type="checkbox"/> Existing Street Light Area

Signature

Date

Mail or Drop Off Completed Form to:
Municipality of the County of Kings
181 Coldbrook Village Park Drive
Coldbrook, NS B4R 1B9
Attention: Municipal Clerk

SCHEDULE A – STREET LIGHT CHARGE AREAS

The area within the Municipality serviced by street lighting, is comprised of several communities, as follows:

1. Halls Harbour

All property at Halls Harbour upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highway 359
2. Cove Road
3. West Halls Harbour Road

2. South Berwick

All property at South Berwick upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highway Number 1 running easterly between the Taylor Road intersection and the Windermere Road intersection.
2. Bentley Road running northerly from civic number 195 to Civic number 458.
3. Cleveland Road running northerly from civic number 770 to the junction of Windermere Road.
4. Lawrence Road in its entirety.
5. Kathleen Court in its entirety as well as abutting properties on Highway 1.

3. Kingston - Auburn

All property at Kingston and Auburn upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highway 1 from the Aylesford Village boundary in the East to the Kingston Village boundary in the West.
2. Highway 201 from Highway No. 1 to civic number 2648.
3. Taylor Road in its entirety.
4. Palmer Road from Highway 1 to civic number 982.
5. Dorey Road from Palmer Road to civic number 255.
6. Morden Road from Highway No. 1 northerly to civic number 311.
7. Crocker Road, Richie Lane, West Road and Palmer Road Extension in their entirety.
8. Bennett Road running easterly from the Morden Road to Crocker Road.
9. All roads in the Green Acres subdivision in their entirety, including Cedar, Willow, Brockville and Pineo Streets.
10. Clairmont Road from Highway No. 1 to Highway 101.
11. Greenwood Road from Highway 1 to civic number 1935.
12. Dahlgren Crescent in its entirety.

4. Waterville - Cambridge

All property at Waterville and Cambridge upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highway Number 1 from civic number 5250 in the West to civic number 6465 in the East.
2. Rafuse Road, Northview Drive, Park Street, Foster Street and Mill Street in their entirety.
3. Thompson Road from Highway Number 1 to civic number 869.
4. Black Rock Road from Highway Number 1 to civic number 1756.
5. Maple Street from Highway Number 1 to civic number 846.
6. Waterville Mountain Road from Highway Number 1 to civic number 1103.
7. County Home Road in its entirety.
8. Kaizer Lane in its entirety.
9. Riverside Lane in its entirety.
10. Cambridge Mountain Road from Highway Number 1 to the intersection of the Randolph Road.
11. Cambridge Road from Highway Number 1 to civic number 1131.
12. Cambridge Woods Subdivision including Maple Drive, Bentwood Crescent, Balsom Row in their entirety, and all of Birchcrest Drive with the exception of civic numbers 207 and 325.
13. Cambridge Village Subdivision including Durno Drive and Kinsman Avenue in their entirety as well as the properties on Hale Road, Peterson Street and Rand Street which abut Durno and Kinsman.

5. Morden

All property at Morden upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portion of:

1. Morden Road from McNally Road to the French Cross Road.
2. Grove Street.
3. Lower Road.
4. Wharf Road.
5. French Cross Road from Lower Road to civic number 601.

6. Aldershot - North Kentville

All property at Aldershot and North Kentville upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portion of:

1. Fox Hill subdivision including Watson Lane, Meadowland Court, Hunter Court, Hunter Street, Upland Court and Summerfield Court in their entirety. All of Fox

- Hill Avenue with the exception of civic numbers 141 and 145. All of Eagle Creek Road from Belcher Street to civic number 169.
2. Neva Mae Place in its entirety, and Mahone Place from civic number 2 through civic number 23.
 3. Mee Road, Applecrest Drive, Charles Street, Richard Street, Morton Street, Frank Street, Stead Street, Bezanson Court and Applecrest Extension in their entirety.
 4. Scott Drive, Gracie Drive, Rosedale Avenue, Marie Crescent, Marie Court, Campbell Road, Camhill Court, D'Ell Road, Oakdene Avenue, Sesame Street and Elizabeth Drive in their entirety.
 5. Penny Lane from civic number 959 through civic number 967.
 6. Governor Court from Scott Drive to Rosedale Avenue.
 7. Nichols Avenue from the junction of Campbell Road to the Town of Kentville.
 8. Aldershot Road from civic number 1249 to the Town of Kentville.
 9. Lanzy Road, McKittrick Road, Owen Road, Schofield Road, Lamont Road, Woodworth Road, Marjorie Drive, Exhibition Street, Sanford Road, Randall Road Spencer Road, Tupper Road and Keddy Road in their entirety.
 10. Brooklyn Street from the junction of Keddy Road to the Junction of Tupper Road.
 11. Brook Street from the junction of Exhibition Street to civic number 358.
7. Greenwich
All property at Greenwich upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portion of:
1. Highway Number 1 from civic number 9700, easterly to the Town of Wolfville.
 2. Deep Hollow Road from Highway Number 1 to the junction of Forsythe North Road.
 3. Forsythe North Road from the intersection of Deep Hollow Road to civic number 33.
 4. Kimbrough Court, Avon Lane, Greenwich Road, Blackberry Lane and Eden Row in their entirety.
 5. Highway 358 from civic number 28 through civic number 56.
8. Coldbrook
All property at Coldbrook upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portion of:
1. Kenneth Avenue, Cumberland Drive, Joyce Street and Ward Street in their entirety.
 2. Lovett Road from civic number 2960 northerly to civic number 3030.
 3. Birch Court and civic numbers 2640 through 2651 on Poplar Drive.
 4. Newcombe Blvd.
 5. Coldbrook Village Park Drive.
 6. Opportunity Lane.

9. Hants Border
All property at Hants Border upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:
1. Highway 1, from civic number 13974, easterly to the Kings/Hants County border.
 2. Avon Street, from the intersection of Highway 1 to the Kings/Hants County border.
 3. The property at 1521 Bluff Road.
10. Village of Port Williams
All property within the Village of Port Williams upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:
1. Blomidon View Drive.
 2. Dyke View Road.
11. Grafton
All property within the hamlet of Grafton upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:
1. Black Rock Road.
 2. Brooklyn Street.
12. Highbury
All property within the hamlet of Highbury upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:
1. Highbury School Road, from civic number 189 to civic number 346.
 2. Merritt Drive.
 3. Sunset Drive.
 4. LeMarchant Drive.
13. Centreville
All property within the Growth Centre of Centreville upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:
1. Morse Lane
 2. Neville Court

SCHEDULE B – INTERSECTION STREET LIGHT CHARGE AREAS1. Centreville

All property within the Growth Centre of Centreville upon which there is a dwelling or which is a commercial property all or any portion of which is within 500 feet of the centre line of a street, road or highway and within a 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highways 358 and 221, Saxon Street and Sherman Belcher Road
2. Lone Pine, White Pine and Pine Cone Drives
3. Lady Slipper Drive, Lacey Drive, Lauren Drive and Hannah Avenue
4. Lydiard Road, Natalie Street, Parkside Drive, Monica Crescent and Parkview Drive
5. Saratoga Drive, Millwood Drive and Seneca Street
6. Butler Road, Murray Drive, Morse Lane and Neville Court
7. Mary Avenue, Kaizer Lane, Anthony Avenue and Andrew Drive

History of this By-law

Enacted - April 5, 1977

Amended -	February 22, 1978	June 6, 1995	February 4, 2003
	April 7, 1981	October 3, 1995	August 5, 2003
	May 4, 1982	December 5, 1995	June 1, 2004
	September 7, 1982	July 6, 1993	July 5, 2005
	April 5, 1983	April 2, 1996	May 2, 2006
	April 16, 1985	June 4, 1996	June 6, 2006
	April 15, 1986	June 3, 1997	April 3, 2007
	February 19, 1990	March 2, 1999	May 1, 2007
	April 12, 1990	July 6, 1999	August 9, 2012
	October 2, 1990	July 4, 2000	April 4, 2017
	May 15, 1991	June 4, 2001	December 1, 2020
	August 6, 1991	December 4, 2001	July 26, 2022
	May 19, 1992	January 8, 2002	
	March 2, 1993	March 5, 2002	
	May 18, 1993	May 7, 2002	
	May 31, 1994	July 2, 2002	

By-law Amendments Since April 2017						
First Reading	Notice of Second Reading	Second Reading	Notice of Passing	Certified Copy to Minister	Approval/Acknowledgement by Minister	Date of Repeal
Nov. 3, 2020	Nov. 10, 2020	Dec. 1, 2020	Dec. 8, 2020	Dec. 8, 2020	January 13, 2021	
July 5, 2022	July 9, 2022	July 26, 2022	Aug. 2, 2022	Aug. 2, 2022		
April 4, 2023	April 11, 2023	May 2, 2023	May 16, 2023	May 16, 2023	June 1, 2023	
Jan. 9, 2024	Jan. 16, 2024	Feb. 6, 2024				

TO	Municipal Council
PREPARED BY	Mike Livingstone, Manager of Financial Reporting
MEETING DATE	February 6, 2024
SUBJECT	Kings Transit Authority Fiscal 2024/25 Operating and Capital Budget

ORIGIN

- January 23, 2024 Committee of the Whole - [Kings Transit Budget Presentation](#)

RECOMMENDATION

That Municipal Council approve the Kings Transit Authority Fiscal 2024/25 Operating and Capital Budget as attached to the Request for Decision dated February 6, 2024.

INTENT

For Municipal Council to approve the Kings Transit Authority (“Kings Transit”) budget for fiscal 2024/25, inclusive of the Municipality’s annual operating and capital contribution.

DISCUSSION

On January 23, 2024, Committee of the Whole received the Kings Transit budget presentation for information. The presentation was focused on the Municipal Party contributions and the changes in those contributions between the proposed budget and the current year budget. Attached as Appendix A is the full operating and capital budget.

Budgeted expenditures total \$3,836,948 representing a \$383,118 (11.1%) increase over the 2023/24 budget of \$3,453,830. Core¹ expenditures total \$2,391,816 representing a \$169,338 (7.6%) increase over the 2023/24 budget. Core Municipal Party operating contributions are increasing \$103,427 (6.4%) to \$1,729,103 from \$1,625,676 indicating that a greater percentage of operating costs are expected to be covered by fare revenues in 2024/25. Core municipal capital contributions will remain flat at \$80,000.

The capital budget totals \$5,630,000 as detailed in Appendix A. The Electric Vehicle Infrastructure project makes up the vast majority of both the 2024/25 and three-year budget forecast, at a total cost of \$11,957,807. It is important to note that while the project financing has been detailed by Kings Transit as “ICIP” (Investing in Canada Infrastructure Program), about 73% is expected to be financed through ICIP while the remaining 27% will be financed by some combination of Kings Transit’s capital reserves and long-term debt.

The Municipality’s 60% share of the \$1,729,103 overall municipal operating contribution equals \$1,037,462, an increase of \$62,056 (6.4%) over the Municipality’s 2023/24 share of \$975,406. The Municipality’s 60% share of the \$80,000 capital contribution equals \$48,000, bringing the Municipality’s total 2024/25 operating and capital contribution to \$1,085,462.

FINANCIAL IMPLICATIONS

¹ “Core” refers to the segment of operations applicable to Parties of the Kings Transit Authority Intermunicipal Services Agreement and excludes operating segments related to service agreement based operations.

Request for Decision

- GL 01-2- 235-000 will contain the Municipality’s \$1,085,462 (2023/24: \$1,023,406) contribution to Kings Transit.

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	The Budget review and approval process provides an opportunity to evaluate operating plans, proposed spending, and the Municipality’s contribution.

ALTERNATIVES

- There are no recommended alternatives.

IMPLEMENTATION

- Kings Transit will be informed of Council’s decision.
- The Municipality’s contribution will be provided in quarterly instalments.

ENGAGEMENT

- The Kings Transit budget was presented to Committee of the Whole in public session.
- No specific public engagement initiatives were undertaken related to the Kings Transit budget.

APPENDICES

- Appendix A: Kings Transit Authority Fiscal 2024/25 Operating and Capital Budget

APPROVALS

Rob Frost, Deputy Chief Administrative Officer

January 30, 2024

Kings Transit Authority
Proposed Budget 2024/25
Combined Operations

	Proposed Budget 2024/25	Forecast 2023/24	Budget 2023/24	Actual 2022/23	Budget Change (\$)	(%)
Revenue						
Fares	898,815	836,922	794,518	729,241	104,297	13.1%
Operating grants, municipal units	2,929,133	2,682,844	2,622,012	2,063,843	375,611	11.7%
Operating grant, Province	-	-	22,000	342,660	(22,000)	-100.0%
Advertising	9,000	7,134	15,000	13,567	(6,000)	-40.0%
Interest and other	-	(100)	300	23,338	(300)	-100.0%
Total Revenue	3,836,948	3,526,799	3,453,830	3,172,649	383,118	11.1%
Expenditures						
Advertising	3,979	9,308	25,000	3,413	(21,021)	-84.1%
Commission	5,668	5,557	5,700	4,935	(32)	-0.6%
Employee benefits - administration	116,195	85,478	63,520	46,696	52,675	82.9%
Employee benefits - operations	141,552	166,822	214,560	197,994	(73,008)	-34.0%
Insurance	213,539	191,304	180,000	177,106	33,539	18.6%
Interest and bank charges	10,596	10,388	10,000	12,921	596	6.0%
License and permits	6,833	6,699	28,000	7,244	(21,167)	-75.6%
Miscellaneous	34,237	53,995	13,750	27,715	20,487	149.0%
Printing	11,296	11,075	9,000	-	2,296	25.5%
Professional fees	47,468	60,515	51,000	24,763	(3,532)	-6.9%
Rent and building maintenance	101,613	104,936	66,000	88,583	35,613	54.0%
Salaries and wages - administration	559,449	403,862	397,000	204,986	162,449	40.9%
Salaries and wages - operations	1,368,836	1,254,663	1,170,000	1,199,016	198,836	17.0%
Supplies	25,679	25,175	13,000	17,612	12,679	97.5%
Telephone and radios	48,771	47,814	26,000	58,215	22,771	87.6%
Training and professional development	18,268	12,597	17,000	9,658	1,268	7.5%
Travel and meetings	10,000	1,713	11,000	3,369	(1,000)	-9.1%
Uniforms	4,114	4,034	11,000	8,763	(6,886)	-62.6%
Vehicle fuel	713,047	642,131	760,800	697,729	(47,753)	-6.3%
Vehicle repairs and maintenance	395,808	343,328	381,500	381,931	14,308	3.8%
Total Expenditure	3,836,948	3,441,393	3,453,830	3,172,649	383,118	11.1%
Surplus (Deficit)	-	85,406	-	-	-	
Non-operating Revenue						
Capital grant, municipal units	80,000	80,000	80,000	80,000	-	0.0%
Capital grant, Province	375,000	375,000	375,000	375,000	-	0.0%
Capital interest	85,981	69,494	-	29,394	85,981	0.0%
Total Non-operating Revenue	540,981	524,494	455,000	484,394	85,981	18.9%
Non-operating Expenses						
Amortization	339,367	339,367	-	339,367	339,367	0.0%
Capital grant, service partners	131,250	131,250	-	131,250	131,250	0.0%
Total Non-operating Expenses	470,617	470,617	-	470,617	470,617	0.0%
Net Non-operating	70,364	53,877	455,000	13,777		

Kings Transit Authority
Proposed Budget 2024/25
Core Operations

	Proposed Budget 2024/25	Forecast 2023/24	Budget 2023/24	Actual 2022/23	Budget Change (\$)	Budget Change (%)
Revenue						
Fares	653,714	606,488	564,502	522,345	89,212	15.8%
Operating grants, municipal units	1,729,103	1,625,676	1,625,676	1,241,847	103,427	6.4%
Operating grant, Province			22,000	216,351	(22,000)	-100.0%
Advertising	9,000	7,134	10,000	13,567	(1,000)	-10.0%
Interest and other		(100)	300	5,166	(300)	-100.0%
Total Revenue	2,391,816	2,239,197	2,222,478	1,999,276	169,338	7.6%
Expenditures						
Advertising	3,979	9,308	25,000	3,413	(21,021)	-84.1%
Management fees	(360,767)	(296,140)	(226,062)	(189,294)	(134,705)	59.6%
Commission	4,060	3,980	4,000	3,397	60	1.5%
Employee benefits - administration	116,195	85,478	37,600	46,696	78,595	209.0%
Employee benefits - operations	87,691	105,015	181,440	139,556	(93,749)	-51.7%
Insurance	134,529	120,521	100,000	104,384	34,529	34.5%
Interest and bank charges	10,596	10,388	10,000	13,303	596	6.0%
License and permits	4,205	4,122	16,000	4,491	(11,795)	-73.7%
Miscellaneous	34,237	53,995	12,000	4,119	22,237	185.3%
Printing	11,296	11,075	9,000	9,281	2,296	25.5%
Professional fees	47,468	60,515	51,000	23,860	(3,532)	-6.9%
Rent and building maintenance	91,950	95,419	57,500	80,483	34,450	59.9%
Salaries and wages - administration	559,449	403,862	397,000	204,986	162,449	40.9%
Salaries and wages - operations	979,349	886,371	842,000	858,513	137,349	16.3%
Supplies	25,679	25,175	13,000	21,845	12,679	97.5%
Telephone and radios	36,894	36,171	23,000	51,787	13,894	60.4%
Training and professional development	15,384	9,770	15,000	7,335	384	2.6%
Travel and meetings	10,000	1,713	11,000	3,097	(1,000)	-9.1%
Uniforms	3,706	3,634	7,500	4,541	(3,794)	-50.6%
Vehicle fuel	389,760	348,956	441,000	380,890	(51,240)	-11.6%
Vehicle repairs and maintenance	186,156	174,463	195,500	222,593	(9,344)	-4.8%
Total Expenditure	2,391,816	2,153,791	2,222,478	1,999,276	169,338	7.6%
Surplus (Deficit)	-	85,406	-	-	-	
Non-operating Revenue						
Capital grant, municipal units	80,000	80,000	80,000	80,000	-	0.0%
Capital grant, Province	375,000	375,000	375,000	375,000	-	0.0%
Capital interest	85,981	69,494	-	29,394	85,981	0.0%
Total Non-operating Revenue	540,981	524,494	455,000	484,394	85,981	18.9%
Non-operating Expenses						
Amortization	339,367	339,367	-	339,367	339,367	0.0%
Capital grant, service partners	131,250	131,250	-	131,250	131,250	0.0%
Total Non-operating Expenses	470,617	470,617	-	470,617	470,617	0.0%
Net Non-operating	70,364	53,877	455,000	13,777		

Kings Transit Authority
Proposed Budget 2024/25
Combined Capital

Project Name	Budget	Forecast	Proposed Budget	Budget Forecast		2024/25 Project Financing					3-Year Project Financing				
	2023/24	2023/24	2024/25	2025/26	2026/27	Capital Reserve	Project Grant	ICIP	Debt	Total	Capital Reserve	Project Grant	ICIP	Debt	Total
ICIP Phase 1 - Transit Study	200,000	200,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Rural Transit Fund	1,000,000	50,000	500,000	450,000	-	-	500,000	-	-	500,000	-	950,000	-	-	950,000
Project Management	50,000	-	30,000	20,000	-	30,000	-	-	-	30,000	50,000	-	-	-	50,000
Electronic Vehicle Infrastructur	5,000,000	-	5,000,000	5,000,000	1,957,807	-	-	5,000,000	-	5,000,000	-	-	11,957,807	-	11,957,807
Equipment	25,000	35,000	50,000	50,000	50,000	50,000	-	-	-	50,000	150,000	-	-	-	150,000
Building, Office Equipment	80,000	-	50,000	50,000	50,000	50,000	-	-	-	50,000	150,000	-	-	-	150,000
	6,355,000	285,000	5,630,000	5,570,000	2,057,807	130,000	500,000	5,000,000	-	5,630,000	350,000	950,000	11,957,807	-	13,257,807

Capital Reserve Continuity

Opening Balance	1,390,294
2023/24	
Municipal Contributions	80,000
Other Contributions	243,750
Utilization (Forecast)	(35,000)
Closing Balance	1,679,044
2024/25	
Municipal Contributions	80,000
Other Contributions	243,750
Utilization (Budget)	(130,000)
Closing Balance	1,872,794
2025/26	
Municipal Contributions	80,000
Other Contributions	243,750
Utilization (Budget Forecast)	(120,000)
Closing Balance	2,076,544
2026/27	
Municipal Contributions	80,000
Other Contributions	243,750
Utilization (Budget Forecast)	(100,000)
Closing Balance	2,300,294

Kings Transit Authority
Proposed Budget 2024/25
Core Municipal Shares

Proposed Budget 2024/25					Budget 2023/24		
		Operating	Capital	Total	Operating	Capital	Total
Berwick	5%	86,455	4,000	90,455	81,284	4,000	85,284
Kentville	20%	345,821	16,000	361,821	325,135	16,000	341,135
Wolfville	15%	259,365	12,000	271,365	243,851	12,000	255,851
Kings	60%	1,037,462	48,000	1,085,462	975,406	48,000	1,023,406
		1,729,103	80,000	1,809,103	1,625,676	80,000	1,705,676

Proposed Budget Increase				
		Operating	Capital	Total
Berwick	5%	5,171	-	5,171
Kentville	20%	20,686	-	20,686
Wolfville	15%	15,514	-	15,514
Kings	60%	62,056	-	62,056
Increase \$		103,427	-	103,427
Increase %		6.4%	0.0%	6.1%

TO	Municipal Council
PREPARED BY	Mike Livingstone, Manager of Financial Reporting
MEETING DATE	February 6, 2024
SUBJECT	Valley Region Solid Waste-Resource Management Authority Fiscal 2024/25 Operating and Capital Budget

ORIGIN

- January 23, 2024 Committee of the Whole – [Valley Waste Budget Presentation](#)

RECOMMENDATION

That Municipal Council approve the Valley Region Solid Waste-Resource Management Authority Fiscal 2024/25 Operating and Capital Budget as attached to the Request for Decision dated February 6, 2024.

INTENT

For Municipal Council to approve the Valley Region Solid Waste-Resource Management Authority (“Valley Waste”) budget for fiscal 2024/25, inclusive of the Municipality’s annual operating and capital contribution.

DISCUSSION

On January 23, 2024 Committee of the Whole received the Valley Waste budget presentation for information. The presentation was focused on the Municipal Party contributions and the changes in those contributions between the proposed budget and the current year budget. Attached as Appendix A is the full operating and capital budget.

Budgeted expenditures total \$11,966,500 representing a \$360,058 (3.1%) increase over the 2023/24 budget of \$11,606,442. Municipal Party contributions are increasing \$237,979 (3.6%) to \$6,859,565 from \$6,621,586 suggesting that either non-municipal source revenues are not expected to keep pace with the increase in overall expenditures, or the costs specific to municipal service delivery are growing at a more rapid pace than other costs. Valley Waste is in the process of completing an activity-based cost accounting of their operations that will, among other things, be able to identify the drivers of increased Municipal contributions.

The capital budget totals \$3,020,000 including \$2,540,000 of new project funding as detailed in Appendix A, and \$480,000 of budget carryover from fiscal 2023/24 for Drop Off Containers and Site Monitoring Wells, both of which will be financed with long-term debt.

The Municipality’s 74.03% (73.40% in 2023/24) share of the \$6,859,565 overall municipal contribution equals \$5,035,156, an increase of \$174,684 (3.6%) over the Municipality’s 2023/24 share of \$4,860,471.

FINANCIAL IMPLICATIONS

- GL 01-2-244-150 will contain the Municipality’s \$5,035,156 (2023/24: \$4,860,471) contribution to Valley Waste.

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	The Budget review and approval process provides an opportunity to evaluate operating plans, proposed spending, and the Municipality's contribution.

ALTERNATIVES

- Municipal Council may opt to not approve the Valley Waste operating and capital budget. A majority vote, which must include the Municipality of the County of Kings, is required to approve the Valley Waste budget. Budget amendments may be requested and a revised budget would then be prepared and put forward for consideration and approval by the Municipal Parties.

IMPLEMENTATION

- Valley Waste will be informed of Council's decision.
- The Municipality's contribution will be provided in quarterly instalments.

ENGAGEMENT

- The Valley Waste budget was presented to Committee of the Whole in public session.
- No specific public engagement initiatives were undertaken related to the Valley Waste budget.

APPENDICES

- Appendix A: Valley Region Solid Waste-Resource Management Authority Fiscal 2024/25 Operating and Capital Budget

APPROVALS

Rob Frost, Deputy Chief Administrative Officer

February 1, 2024

Valley Region Solid Waste-Resource Management Authority
Proposed Budget 2024/25

	Proposed Budget 2024/25	Forecast 2023/24	Budget 2023/24	Actual 2022/23	Budget Change (\$)	(%)
Revenue						
Municipal contributions	\$ 6,859,565	\$ 6,621,586	\$ 6,621,586	\$ 6,143,978	\$ 237,979	3.6%
West management centre	451,768	440,481	523,786	500,974	(72,018)	-13.7%
East management centre	2,630,485	2,811,351	2,601,781	2,584,985	28,704	1.1%
Investment income	48,000	71,635	20,000	69,947	28,000	140.0%
Administration	565,700	601,283	455,600	466,971	110,100	24.2%
Communications and enforcement	267,984	271,101	255,490	219,612	12,494	4.9%
RRFB approved programs	67,000	67,300	70,000	67,104	(3,000)	-4.3%
Wind Turbine	42,998	29,835	43,000	40,506	(2)	0.0%
Municipal service agreement	1,033,000	956,781	1,015,200	954,047	17,800	1.8%
Total Revenue	\$ 11,966,500	\$ 11,871,352	\$ 11,606,443	\$ 11,048,124	\$ 360,057	3.1%
Expenditures						
General administration	\$ 796,786	\$ 777,308	\$ 792,742	\$ 654,460	\$ 4,044	0.5%
Financial services	114,347	107,668	183,323	98,992	(68,976)	-37.6%
West management centre	644,226	623,413	708,619	632,093	(64,393)	-9.1%
East management centre	1,495,709	1,273,325	1,277,250	1,192,569	218,459	17.1%
Residential collection	2,922,891	2,823,496	2,821,022	2,747,116	101,869	3.6%
Construction and demolition debris processing	182,947	84,968	153,930	131,538	29,017	18.9%
Recyclable processing and transportation	816,225	745,251	798,321	688,823	17,904	2.2%
Organics processing and transportation	1,075,837	1,040,024	1,083,400	931,829	(7,563)	-0.7%
Residual transportation and disposal	2,448,562	1,501,741	2,268,262	2,658,282	180,300	7.9%
Communications and enforcement	585,897	567,393	597,441	485,819	(11,544)	-1.9%
Wind turbine	23,179	21,701	19,700	17,098	3,479	17.7%
Information technology	55,779	66,637	53,030	58,830	2,749	5.2%
Household hazardous waste	214,632	199,853	196,090	193,433	18,542	9.5%
Transfer to capital reserve fund	589,483	653,312	653,312	557,242	(63,829)	-9.8%
Total Expenditures	\$ 11,966,500	\$ 10,486,090	\$ 11,606,442	\$ 11,048,124	\$ 360,058	3.1%

Valley Region Solid Waste-Resource Management Authority
Proposed Budget 2024/25
Combined Capital

Project Name	Budget	Forecast	Proposed Budget	Budget Forecast		2024/25 Project Financing				3-Year Project Financing			
	2023/24	2023/24	2024/25	2025/26	2026/27	Capital Reserve	Infrastructure Reserve	Debt	Total	Capital Reserve	Infrastructure Reserve	Debt	Total
Trucks	\$ 53,000	\$ 63,000			\$ 220,000							\$ 220,000	\$ 220,000
Wheel Loaders			\$ 375,000	\$ 375,000				\$ 375,000	\$ 375,000			\$ 750,000	\$ 750,000
ATV/RTVs				21,000	22,000							43,000	43,000
1 Ton Diesel Pickup 4x4			95,000			\$ 95,000			95,000	\$ 95,000			95,000
Forklift HHW & Baler			55,000			55,000			55,000	55,000			55,000
Compaction Equipment	700,000												-
Cardboard Balers			110,000					110,000	110,000			110,000	110,000
Containers for Drop Off	330,000	269,972											-
Trailers	740,000												-
Morbark Shredder			600,000					600,000	600,000			600,000	600,000
Cat 313 Excavator			300,000					300,000	300,000			300,000	300,000
EMC Radios - DLR1060 (20)			10,000				10,000		10,000	10,000			10,000
Tipping Floor Recap-EMC			200,000					200,000	200,000			200,000	200,000
Replacement Doors			120,000					120,000	120,000			120,000	120,000
Replace Outgoing Scale	150,000	-											-
Sorting Building and transfer building-EMC			200,000	2,600,000			\$ 200,000		200,000		\$ 2,800,000		2,800,000
HHW / Stewardship Center - Drop off	150,000	-	350,000					350,000	350,000			350,000	350,000
Purchase Adjacent Land for Future Expansion (EMC)	238,000	-											-
Heating Ventilation upgrade	115,000	39,188											-
EMC / WMC C&D site monitoring wells	55,000	146,846											-
Roadway Expansion (2 Lane Hill)			55,000			55,000			55,000	55,000			55,000
Concrete Pad for C&D Sorting			20,000			20,000			20,000	20,000			20,000
C&D Pad & Metal Pad Expansion/Relocation			50,000	450,000				50,000	50,000		500,000		500,000
	\$ 2,531,000	\$ 519,006	\$ 2,540,000	\$ 3,446,000	\$ 242,000	\$ 235,000	\$ 250,000	\$ 2,055,000	\$ 2,540,000	\$ 235,000	\$ 3,300,000	\$ 2,693,000	\$ 6,228,000

\$ 3,020,000

Capital Reserve Continuity

Opening Balance	\$ 2,388,101
2023/24	
Municipal Contributions	285,307
Other Contributions	27,265
Utilization (Forecast)	-
Closing Balance	2,700,673
2024/25	
Municipal Contributions	313,838
Other Contributions	-
Utilization (Budget)	(250,000)
Closing Balance	2,764,511
2025/26	
Municipal Contributions	345,222
Other Contributions	-
Utilization (Budget Forecast)	(3,050,000)
Closing Balance	59,733
2026/27	
Municipal Contributions	379,744
Other Contributions	-
Utilization (Budget Forecast)	-
Closing Balance	\$ 439,477

Valley Region Solid Waste-Resource Management Authority
Proposed Budget 2024/25
Partner Municipal Shares

		Proposed Budget 2024/25			Budget 2023/24		
		Operating	Capital	Total	Operating	Capital	Total
Kings	74.03%	\$ 4,802,822	\$ 232,334	\$ 5,035,156	\$ 4,651,047	\$ 209,425	\$ 4,860,472
Kentville	10.26%	676,244	32,200	708,444	654,400	29,466	683,866
Wolfville	8.79%	648,217	27,586	675,804	624,250	28,108	652,358
Berwick	3.45%	200,310	10,827	211,137	195,030	8,782	203,812
Middleton	2.44%	131,729	7,658	139,387	128,754	5,797	134,551
Annapolis Royal	1.06%	86,311	3,327	89,638	82,800	3,728	86,528
		\$ 6,545,633	\$ 313,838	\$ 6,859,565	\$ 6,336,280	\$ 285,307	\$ 6,621,587

		Proposed Budget Increase		
		Operating	Capital	Total
Kings	74.03%	\$ 151,775	\$ 22,909	\$ 174,684
Kentville	10.26%	21,844	2,734	24,578
Wolfville	8.79%	23,968	(522)	23,446
Berwick	3.45%	5,279	2,046	7,325
Middleton	2.44%	2,976	1,860	4,836
Annapolis Royal	1.06%	3,511	(402)	3,110
Increase \$		\$ 209,353	\$ 28,625	\$ 237,978
Increase %		3.3%	10.0%	3.6%



Committee Recommendations

COMMITTEE	Committee of the Whole
COMMITTEE MEETING DATE	January 23, 2024
COUNCIL MEETING DATE	February 6, 2024

RECOMMENDATION

a.	Councillor Item: Water Bomber	That Municipal Council ask the Mayor and CAO to contact Minister Lohr to station a permanent water bomber and appropriate support team at CFB Greenwood to facilitate a first response to future wildfires that will threaten residents and properties throughout this region.
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Committee Recommendations

COMMITTEE Nominating Committee

COMMITTEE MEETING DATE [January 23, 2024](#)

COUNCIL MEETING DATE February 6, 2024

RECOMMENDATIONS

a.	Citizen Appointment to Audit & Finance Committee	That Municipal Council appoint David Crabb as citizen member to the Audit & Finance Committee for a one-year term commencing February 1, 2024.
b.	Citizen Appointment to Joint Accessibility Advisory Committee	That Municipal Council appoint Ryan Hutt as citizen member to the Joint Accessibility Advisory Committee for a three-year term commencing February 1, 2024.

Committee of Council Reports - February 6, 2024

Board/Committee	Chair/Reporting Councillor/ Members	Date Last/Next Meeting	Report
Asset Management Committee	Dick Killam, Joel Hirtle (Chair), Peter Allen	March 20, Sept. 5, 2023 Next: Oct. 3, Nov. 20, 2023	Verbal report provided May 2, 2023
Audit and Finance Committee	Peter Muttart, Emily Lutz, Martha Armstrong, Kevin Davison	November 28, 2023 Next: February 27, 2024	
Centreville Area Advisory Committee	Lexie Burgess, Dick Killam	May 5, 2021 Next: TBD	Written report provided June 1, 2021
Diversity Kings County	June Granger (Vice-Chair), Lexie Burgess (Chair)	September 6, 2023 Next: October 4, 2023	Verbal report provided October 3, 2023
Fences Arbitration Committee	Peter Allen - Alternate	No meetings	
Fire Services Advisory Committee	June Granger (Reporting Councillor), Lexie Burgess, Tim Harding	September 21, 2023 Next: November 23, 2023, January 18, Feb 15, 2024	Verbal report provided October 3, 2023
Greenwood Water Utility Source Water Protection Committee	Tim Harding (Chair)	October 6, 2022 Next: June 8, November 16, 2023	Written report provided November 1, 2022
Joint Accessibility Advisory Committee	Lexie Burgess (Vice-Chair)	October 11, 2023 Next: November 8, December 13, 2023	Written report provided October 17, 2023
Kingston Area Advisory Committee	Martha Armstrong	No recent meetings	Written report provided October 6, 2020
Lake Monitoring Committee	Tim Harding Alternate - Emily Lutz	July 22, 2020 Next: TBD	
Municipal Elections Advisory Committee	Janny Postema (Chair)	December 7, 2020 Next: April 19, May 23, July 5, 2023	Written report provided January 19, 2021
Nominating Committee	Martha Armstrong (Chair), Joel Hirtle (Vice-Chair), Peter Muttart, Peter Allen	November 28, 2023 Next: TBD	Recommendations provided December 5, 2023
Planning Advisory Committee	June Granger, Dick Killam (Vice-Chair), Martha Armstrong (Chair), Peter Allen, Kevin Davison	December 12, 2023 February 13, 2024	Recommendations provided January 9 & 11, 2024
Police Services Advisory Committee	June Granger, Joel Hirtle (Chair), Peter Allen (Vice-Chair), Dick Killam, Tim Harding	December 20, 2023 Next: February 21, 2024	Verbal report provided January 9, 2024
Port Williams Area Advisory Committee	June Granger	No recent meetings	
Regional Sewer Committee	Joel Hirtle (Chair) Alternate - Kevin Davison	March 16, 2023 Next: May 5, June 15, August 9, Oct. 20, Nov. 27, Dec. 15, 2023, Feb 1, 2024	Recommendation provided August 15, 2023
Sandy Court Source Water Protection Committee	Martha Armstrong	March 18, 2021 Next: March 24, 2022	

External Board and Committee Reports - February 6, 2024

Board/Committee	Reporting Councillor	Last / Next Meeting	Report
Annapolis Valley Regional Library Board	Emily Lutz Alternate - Lexie Burgess	September 2023	Verbal report provided October 3, 2023
Annapolis Valley Trails Coalition Board	Emily Lutz Alternate - Joel Hirtle	November 2023	Verbal report provided November 6, 2023
Canning Source Water Protection Committee	June Granger	No recent meetings?	
Kentville Joint Fire Services Committee	Lexie Burgess, Dick Killam, Peter Allen	September 21, 2023 Next: TBD	Verbal report provided October 3, 2023
Kentville Water Commission	Lexie Burgess	February 2, 2022 Next: April 6, 2022	Written report provided February 15, 2022
Kings Point To Point Transit Society Board	Tim Harding	August 16, 2023 Next: Sept. 20, 2023	Verbal report provided November 21, 2023
Kings Regional Rehabilitation Centre Board	Dick Killam, Tim Harding, Joel Hirtle, Kevin Davison	November 2023 Next: December 2023	Verbal report provided December 5, 2023
Kings Regional Emergency Management Advisory Committee	Peter Muttart Dick Killam	January 15, 2024 Next: April 15, 2024	Written report provided January 23, 2024
Kings Transit Authority Board → Interim Board for 2 years	Peter Muttart	September 21, 2022 Next: Oct. 5, Oct. 19, 2022	
Landscape of Grand Pré Inc. Member	Peter Allen Alternate: Vacant		
Landscape of Grand Pré Inc. Board	Emily Lutz	September 2023	Verbal report provided October 3, 2023
New Minas Source Water Protection Committee	Kevin Davison Alternate: Emily Lutz	January 16, 2022 Next: Feb. 16, 2022	Verbal report provided April 5, 2022
Nova Scotia Federation of Municipalities Board	Martha Armstrong	Fall Conference November 1-4, 2022	Verbal report provided October 18, 2022
Port Williams Source Water Protection Committee	June Granger	March 6, 2023 Next: TBD	Verbal report provided April 4, 2023
Regional Recreation Facility Feasibility Study Working Group	Peter Muttart	November 1, 2021 Next: Dec. 6, 2021	Verbal report provided at November 2, 2021 Council
Trans County Transportation Society (West) Board	Martha Armstrong Alternate - Tim Harding	July 6, 2023 Next: September 20, 2023	Written report provided August 15, 2023
Valley Community Fibre Network (Authority) Board	Joel Hirtle	October 31, 2022 Next: TBD	Verbal report provided November 1, 2021
Valley Regional Enterprise Network Liaison & Oversight Committee	Martha Armstrong, Chair	February 15, 2023 Next: April 19, 2023	Verbal report provided April 4, 2023
Valley Region Solid Waste-Resource Management Authority Board → Interim Board for 2 years	Peter Muttart	September 21, 2022 Next: October 5, 2022	
Western Regional Housing Authority Board	Citizen Member only		
Wolfville Source Water Protection Advisory Committee	Peter Allen	January 13, 2021 Next: April 14, 2021	Written report provided January 19, 2021