

**THE MUNICIPALITY OF THE COUNTY OF KINGS  
SPECIAL COUNCIL - BUDGET  
Wednesday, March 20, 2024  
MINUTES**

**Meeting Date and Time**

A special budget meeting of Municipal Council was held on Wednesday, March 20, 2024 at 9:00 a.m. in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

**1. Attendance**

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

Mayor Muttart arrived at 9:34 a.m.

Deputy Mayor Lutz chaired the meeting.

**Roll Call**

**Results for Roll Call**

For 8  
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	-
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
- Mike Livingstone, Manager, Financial Reporting
- Katrina Roefs, Financial Analyst
- Chris Ritchie, Recording Secretary

**2. [Approval of Agenda](#)**

**On motion of Councillor Armstrong and Councillor Davison, that Council approve the March 20, 2024 agenda as circulated.**

**Motion Carried.**

**SC-2024-03-20-032**

**Results**

For 8  
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	-
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. **Financial Services**

4a. [Municipality of the County of Kings 2024/2025 Operating and Capital Budgets Request for Decision](#)

Greg Barr, Director of Finance & IT, and Mike Livingstone, Manager of Financial Reporting, presented the 2024/2025 Operating and Capital Budgets Request for Decision as attached to the March 20, 2024 Special Council agenda package and provided a [presentation](#). Katrina Roefs, Financial Analyst, was also present to answer questions.

**Greenwood Water Utility**

**On motion of Councillor Burgess and Councillor Allen, that Municipal Council approve the 2024/25 Operating and Capital Budget for the Greenwood Water Utility which includes \$1,084,900 of Gross Expenditures, \$127,330 in Capital out of Revenue, and a total Capital Budget of \$7,374,050 funded out of Prior Period Surplus, Long Term Debt, and Operating Revenue attached as Appendix A to the March 20, 2024 Request for Decision.**

**Motion Carried.**

**SC-2024-03-20-033**

**Results**

For 8  
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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**Regional Sewer System**

**On motion of Councillor Davison and Councillor Granger, that Municipal Council approve the 2024/25 Operating and Capital Budget for the Regional Sewer System which includes \$2,000,500 of Gross Expenditures and a Capital Budget of \$9,268,324 attached as Appendix B to the March 20, 2024 Request for Decision.**

**Motion Carried.**

**SC-2024-03-20-034**

**Results**

For 8  
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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**Specific External  
Organizational Funding**

**On motion of Councillor Killam and Councillor Burgess, that Municipal Council approve specific funding to external organizations identified in Appendix C: Schedule of Specific External Organization Funding attached to the March 20, 2024 Request for Decision totaling \$3,169,160.**

**Motion Carried.**

**SC-2024-03-20-035**

**Results**

For 8  
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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**Grant Program Funding**

**On motion of Councillor Burgess and Councillor Armstrong, that Municipal Council approve the grant program funding identified in Appendix D attached to the March 20, 2024 Request for Decision totaling \$2,670,300.**

**Motion Carried.**

**SC-2024-03-20-036**

**Results**

For 8  
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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**Hantsport Volunteer Fire  
Department**

**On motion of Councillor Allen and Councillor Armstrong, that Municipal Council approve the 2024/25 Municipal contribution in the amount of \$82,300 to the West Hants Regional Municipality for the**

**Hantsport Volunteer Fire Department as summarized in Appendix F to the March 20, 2024 Request for Decision.**

**Motion Carried.**

**SC-2024-03-20-037**

**Results**

For 8  
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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**2024/2025 Capital and Project Budget with Gross Expenditures**

**On motion of Councillor Granger and Councillor Davison, that Municipal Council approve the 2024/25 Capital and Project Budget with Gross Expenditures of \$41,648,151 as summarized in Appendix G to the March 20, 2024 Request for Decision.**

**Motion Carried.**

**SC-2024-03-20-038**

**Results**

For 8  
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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**Five-Year Capital Plan**

**On motion of Councillor Allen and Councillor Davison, that Municipal Council approve the Five-Year Capital Plan as summarized in Appendix H to the March 20, 2024 Request for Decision, and as detailed within the Project Justification Sheets of the Proposed 2024/25 Budget Document, included as Appendix L to the March 20, 2024 Request for Decision.**

**Motion Carried.**

**SC-2024-03-20-039**

**Results**

For 8  
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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**Temporary Borrowing Resolution**

On motion of Councillor Armstrong and Councillor Burgess, that Municipal Council approve the request of a Temporary Borrowing Resolution from the Province of Nova Scotia in the amount of \$14,963,256 attached as Appendix I to the March 20, 2024 Request for Decision.

Motion Carried.

SC-2024-03-20-040

**Results**

For 8  
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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**Amendments to Policy FIN-05-003: Fees Policy**

On motion of Councillor Allen and Councillor Armstrong, that Municipal Council provide seven days' notice, per s. 48(1) *Municipal Government Act*, to adopt amendments to Policy FIN-05-003: Fees, attached as Appendix J to the March 20, 2024 Request for Decision.

Motion Carried.

SC-2024-03-20-041

**Results**

For 8  
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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**2024/2025 Operating Budget with Gross Expenditures**

On motion of Councillor Granger and Councillor Burgess, that the 2024/25 Operating Budget with Gross Expenditures of \$65,333,760 be

approved as summarized in Appendix K to the March 20, 2024 Request for Decision.

Motion Carried.

SC-2024-03-20-042

**Results**

For 8  
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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**Kentville Volunteer Fire Department - Operating Budget**

On motion of Councillor Burgess and Councillor Killam, that Municipal Council approve the 2024/25 Operating Budget for the Kentville Volunteer Fire Department attached as Appendix E to the March 20, 2024 Request for Decision totaling \$757,720.

Motion Carried.

SC-2024-03-20-043

**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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

Mayor Muttart arrived at 9:34 a.m.

**Kentville Volunteer Fire Department - Municipal Contribution**

On motion of Councillor Killam and Councillor Burgess, that Municipal Council approve the 2024/25 Municipal contribution in the amount of \$475,489 to the Kentville Volunteer Fire Department.

Motion Carried.

SC-2024-03-20-044

**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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**Residential and Resource Property Tax Rate**

On motion of Councillor Burgess and Councillor Davison, that the residential and resource property tax rate for 2024/25 be set at \$0.853 per \$100 of assessment.

Motion Carried.

SC-2024-03-20-045

**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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

**Commercial Property Tax Rate**

On motion of Councillor Granger and Mayor Muttart, that the commercial property tax rate for 2024/25 be set at \$2.287 per \$100 of assessment.

Motion Carried.

SC-2024-03-20-046

**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	-
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

5. **Other Business**

Councillor Burgess reported that the Valley REN announced the appointment of Emily Boucher as its new CEO.

6. **Comments from the Public**

No members of the public were present.

7. Adjournment

On motion of Councillor Armstrong and Councillor Granger, there being no further business, the meeting adjourned at 9:44 a.m.

Motion Carried.

SC-2024-03-20-047

**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	-
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.