



Special Committee of the Whole Budget Meeting

February 21, 2024
12:00pm (noon)

Council Chambers, Town Hall
359 Main Street

Agenda

1. Approval of Agenda

2. Public Input / Question Period

PLEASE NOTE:

- Public Participation is limited to 30 minutes
- Each Person is limited to 3 minutes and may return to speak once, for 1 minute, if time permits within the total 30-minute period
- Questions or comments are to be directed to the Chair
- Comments and questions that relate to personnel, current or potential litigation issues, or planning issues for which a public hearing has already occurred, but no decision has been made by Council, will not be answered.

3. Staff Reports for Discussion

- a. V2 Budget Presentation - attached
 - i. Info Report 005-2024: Draft 2024/25 Budget Version 2 (V2) - attached

4. One-Time Capital Requests (Presentations) 3pm

- a. RFD 013-2024 Wolfville Curling Club
- b. RFD 014-2024 Wolfville Historical Society (Randall House)



5. Public Input / Question Period

6. Regular Meeting Adjourned



2024-25
BUDGET AND
OPS PLAN
Discussion
+ Direction

February 2024

Agenda



-
- Process-to-come, Directions and Vision
 - Year in Review (2023-24 Capital Budget + Operations Plan)

Forward Looking:

- One-time capital asks
- 2024-25 Asset Management + Capital Check-in
- 2024-25 Operations Plan Directions
- Recap of V1 presentation and moving to V2 (information report)

Process to come...



FOCUS FOR TODAY

- Year in Review (2023-24)
- Key Projects and Direction
- Draft V2 budget (changes from V1, direction)

PROCESS TO COME

- February 29: Community Engagement Open House (afternoon, evening, virtual, blooms)
- March 5 COW: Bring back draft V3 budget/operations plan integrating today (including more project details/charters where warranted)
- March 19 Council: Final version

NOTE

- Complex processes should be accessible, welcoming and inclusive.
- Council provided constructive feedback on our operations plan and budget process / framework / documents.
- Printed information on your desks + final formats we can all use.

What guides our decision making?

Vision + Strategic Directions



Introduction - Directions



Our Shared Future is...

- A **vibrant** university town.
- A perfect mix of small-town **livability** and urban **energy**.
- A place to **slow down** and **contemplate** the old fashioned and the newfangled.
- A place that is a **leader** in creating an **equitable, healthy** and **sustainable** future.



CAPITAL BUDGET AND OPERATING PLAN = IMPLEMENTATION

IT SHALL BE A POLICY OF COUNCIL THAT:



To achieve our shared future, Council is committed to taking action on community priorities that position the Town as a leader in sustainable community development.

BUDGET / WHAT WE INVEST IN SHOWS OUR VALUES MORE THAN ANY OTHER TOOL

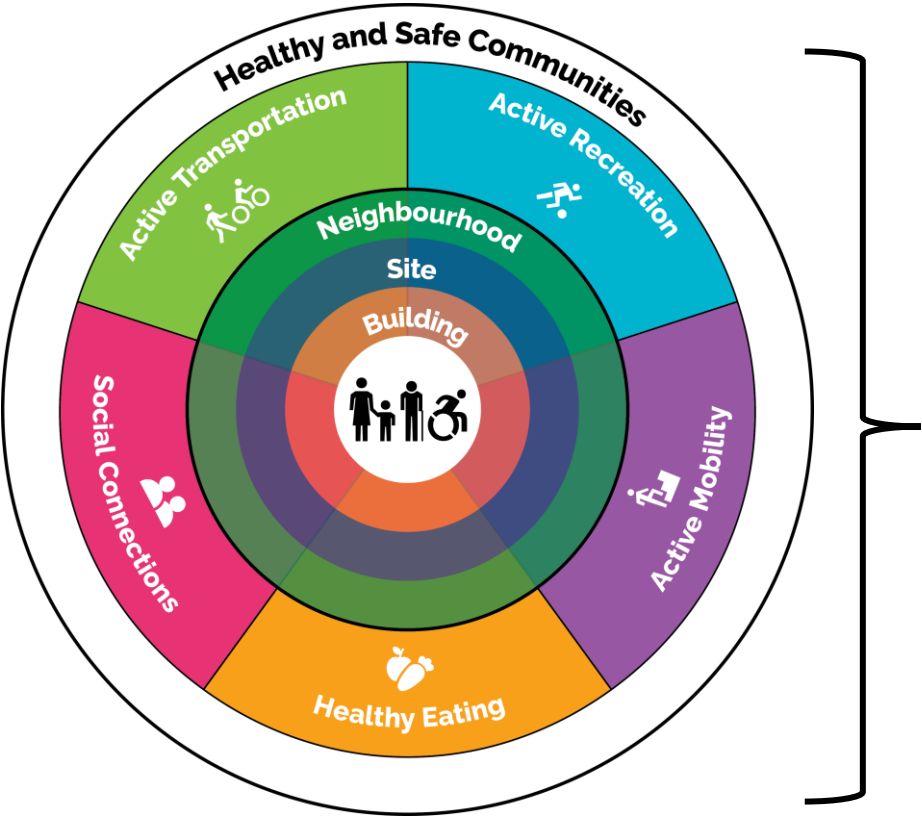
Introduction - Directions



Community Aspirations



Policy + Community Priorities (Municipal Planning Strategy, Council Strategic Plan, etc)



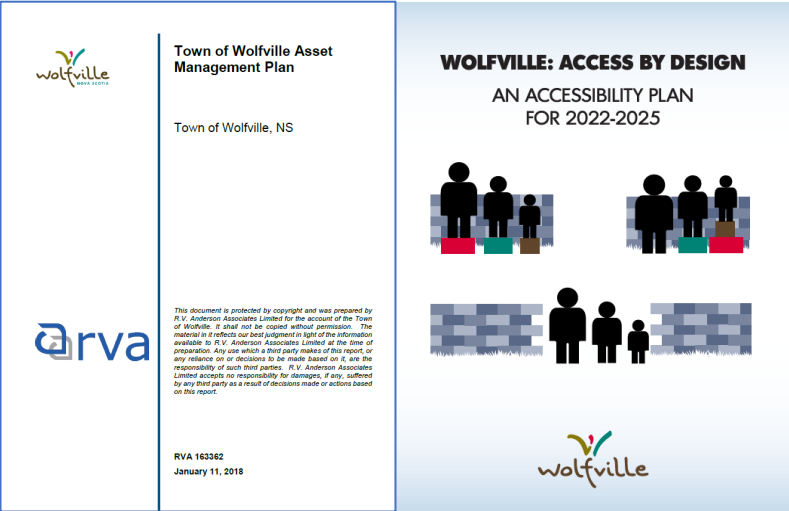
ACTIONING OUR COMMUNITY PRIORITIES

To provide clear linkages to the Town’s stated Community Priorities (See Part 2), a policy key / legend has been prepared. Policy in the document has been linked back to themes related to the Town’s stated community priorities. Also included are indications where future work or partnerships will be essential. The policy key is included here for reference.

POLICY KEY

EP	Economic Prosperity	LU	Land Use and Design
SE	Social Equity	CA	Climate Action
P	Partnership	FW	Future Work

Introduction - Directions



APPENDIX I - Council's Strategic Plan



STRATEGIC PLAN

VISION: A vibrant, progressive town at the centre of a thriving and sustainable region, where residents, visitors, businesses, and university thrive and grow.

MISSION: To provide leadership and collaborative governance for the responsive and responsible allocation of public resources for the greater good of Wolfville.

Principles that guide how Council makes decisions and allocates resources

Sustainability	Transparency	Accountability	Well-Communicated	Evidence-Based
Strategic Directions (That focus resource allocation)				
Economic Prosperity	Social Equity	Climate Action	Community Wellness	

Council's Priority Initiatives (for the 2021-24 Council Term)

1. Multi-purpose regional complex to include at minimum an aquatic facility. May also include other recreation and cultural indoor facilities.
2. Clear plan to address, in a timely manner, the revitalization and maintenance of road, sidewalk, crosswalk infrastructure and traffic management including addressing the issue of the 4-way stop.
3. Economic sector growth and support for commercial, business and entrepreneurial opportunities including retention and attraction of new economic opportunities.
4. Climate management related initiatives to reduce carbon emissions, support local transportation, local food security and environmental protection.

Town and Gown

MOU + Strategic Directions New Era of Cooperation?



Caring For Our Students and Employees:
By Enriching the Acadia Learning and Working Experience



Revitalizing Our Academic Core:
Through Compelling and Impactful Programs, Experiential Learning and Inspired Teaching to Prepare Graduates for 21st Century Careers



Caring For Our Planet:
By Leading, Educating and Researching in Environmental Stewardship, Climate Change and Sustainability



Maximizing Our Impact Regionally and Globally:
Through Engaged Research, Innovation, and Collaborative Initiatives for Community Cultural and Economic Development



Sustaining Our Institutional Future:
Through Optimizing Enrolment, Fundraising and Campus Infrastructure Renewal

Strategic Direction and Goals

Caring for our students and employees	Caring for our planet	Revitalizing our academic core	Maximizing our impact regionally and globally	Sustaining our institutional future
Goals: Transformational student experiences focused on academic and personal success An inclusive and supportive community campus culture A campus culture passionate about professionalism, inclusion, service excellence, and leadership Caring for our community's safety, health and wellness Msit No'kmaq - Advancing Acadia's contributions to truth, reconciliation and decolonization	Goals: Environmental stewardship and sustainability are signature institutional features of Acadia Make measurable progress and establish a target date for achieving net carbon neutrality	Goals: Embrace a 21st century liberal education model that is central to Acadia's vision and mission Enhanced support for teaching and learning excellence	Goals: New partnerships and collaboration to drive regional development and educational opportunities Leadership and impact in environmental, rural and coastal research and innovation Acadia's research is impactful regionally, nationally and globally	Goals: Achieve optimal rates of student enrolment to ensure institutional and campus community sustainability Establish a culture of sustained fundraising and giving Enhance infrastructure renewal and campus development to meet priority needs

Operating and Capital Budgets 2023-24 Year in Review



Year in Review - Perspective



Wolfville Operations Plan

2023-2027

April 1, 2023



A cultivated experience for the mind, body, and soil

- This Council has worked through 2+ year pandemic
- Always ambitious Capital and Operating Programs
- Readiness and multi-year / more complex versus “right now”
- Operating in an era of uncertainty – variables beyond our control. Many projects involve stakeholders, partners, contractors, etc that we are relying on.
- Rain in this region from June-Sept Construction season (“normal” 250-300mm where we had up to 600mm in some places)
- Human Resources
 - Re-structuring – No Parks and Recreation Director
 - New Director of Engineering
 - CAO resignation and transition
 - Director of Finance retirement

Year in Review - Perspective



The current decision-making environment is complex.

External Factors and Trends

Connected / autonomous vehicles

EVs

Automation of jobs

Changing demographics

Universal basic income

AI

Green energy transition

Sharing economy

Shifting global economy & trade

Development patterns

Climate change & natural hazards

Year in Review – Operating + Capital



YEAR IN REVIEW – LEGEND



Completed – or significant progress



Underway – work-in-progress and/or multi-year



Not completed – direction may be required

SUMMARY

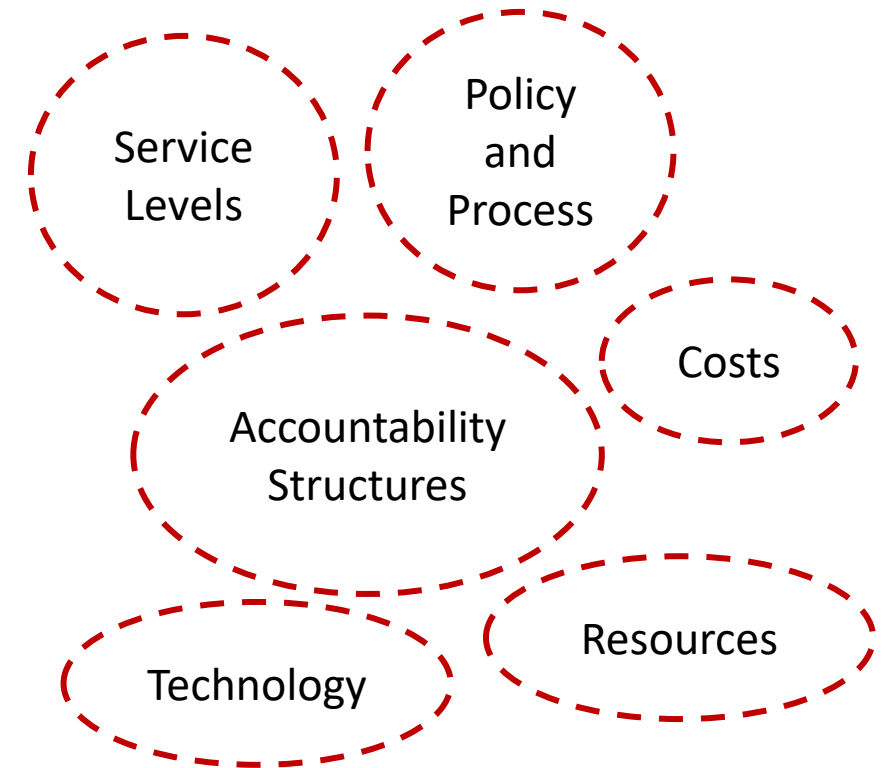
Most projects have been completed or are underway.

Include further details in final version?

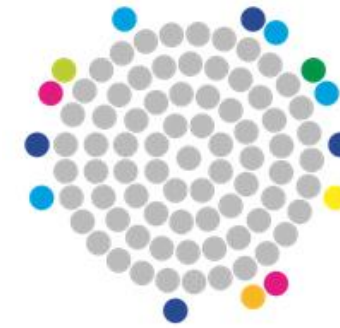
Year in Review – Operations Plan



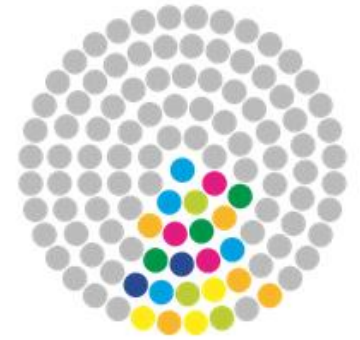
Considerations:



Year in Review – Operations Plan



EXCLUSION



SEGREGATION



INTEGRATION

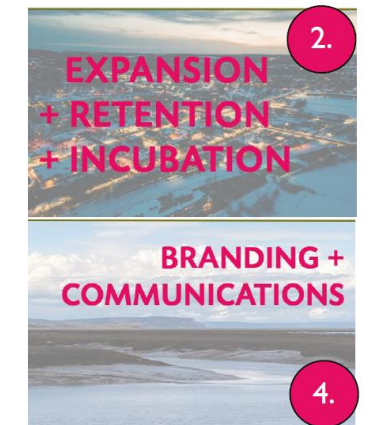


BELONGING

Year in Review – Operations Plan



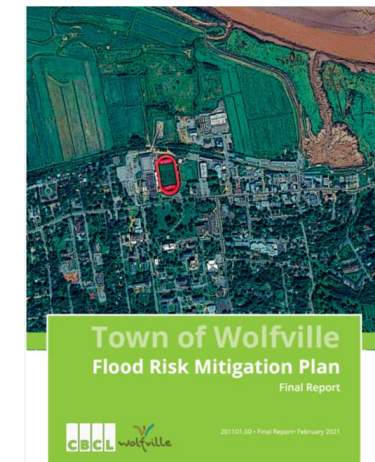
WOLFVILLE
BUSINESS
DEVELOPMENT
CORPORATION



Year in Review – Operations Plan



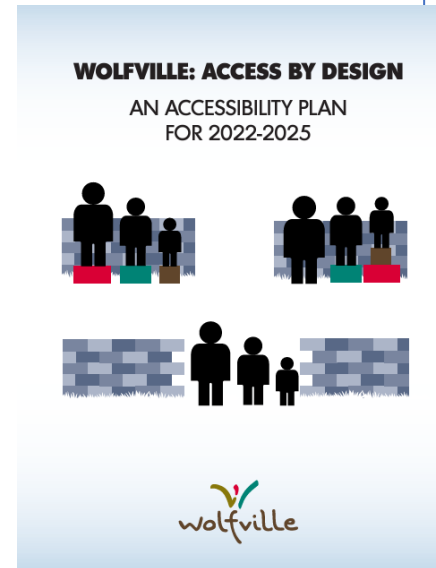
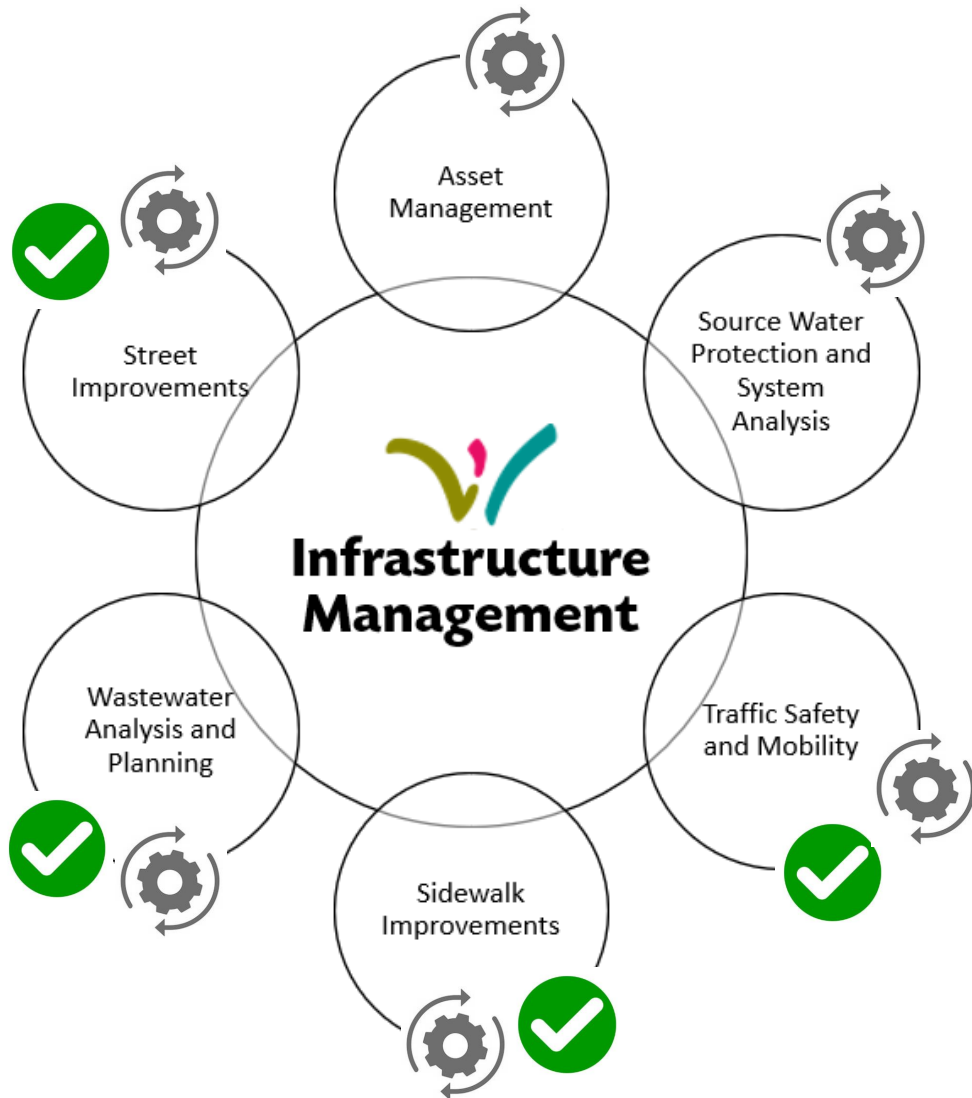
ACTION AREA	
core actions	ADAPTATION
	NEW & EXISTING BUILDINGS
	COMPLETE COMMUNITIES & TRANSPORTATION
	WASTE, WATER & WASTEWATER
	LOCAL RENEWABLE ENERGY GENERATION
supporting actions	TOWN PARTNERS & COLLECTIVE MINDSET
	GOVERNANCE
	REGIONAL COOPERATION



Year in Review – Operations Plan



Year in Review – Operations Plan



Town of Wolfville Asset Management Plan

Town of Wolfville, NS



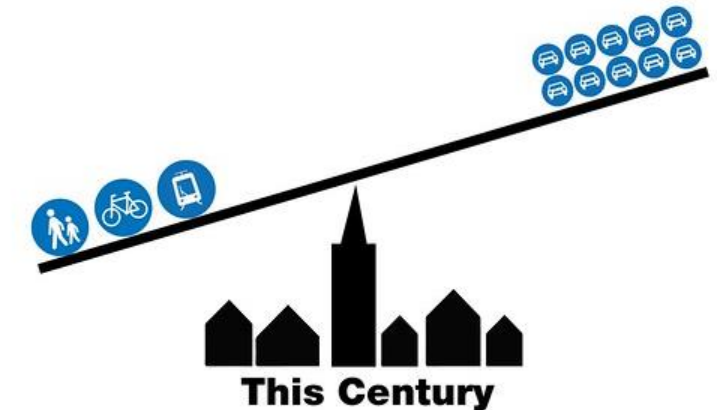
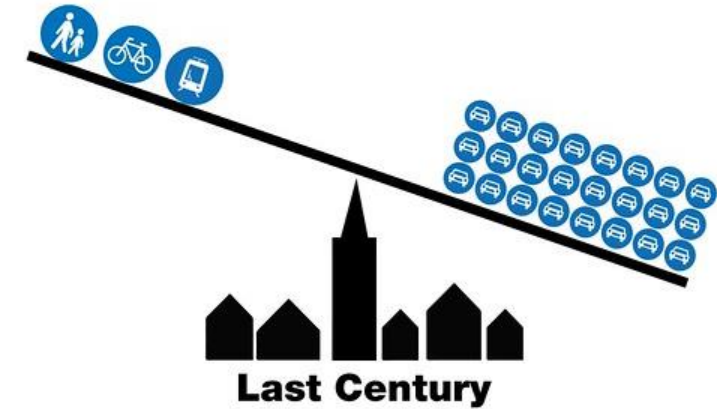
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RVA 163362
January 11, 2018

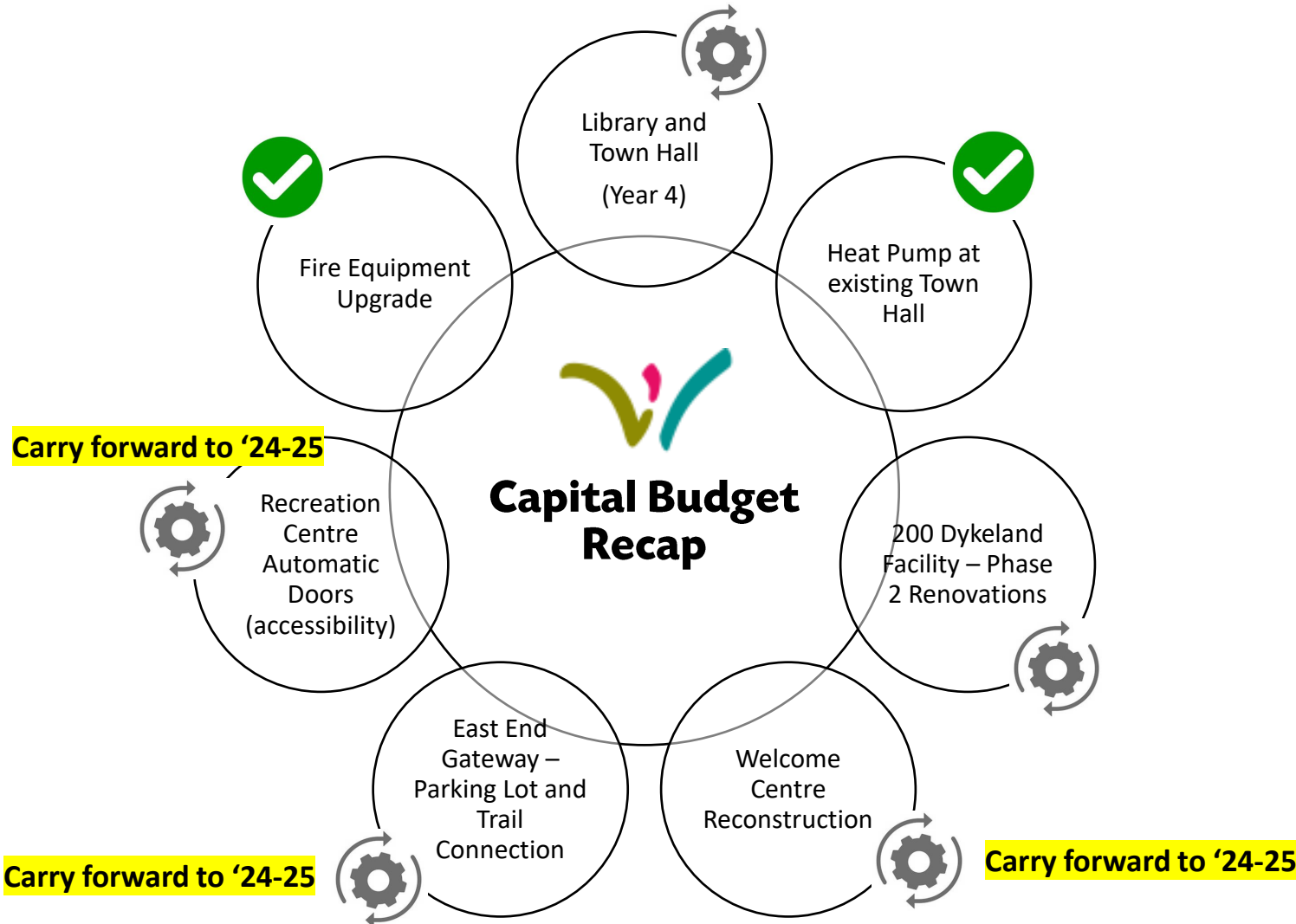
Year in Review – Operations Plan



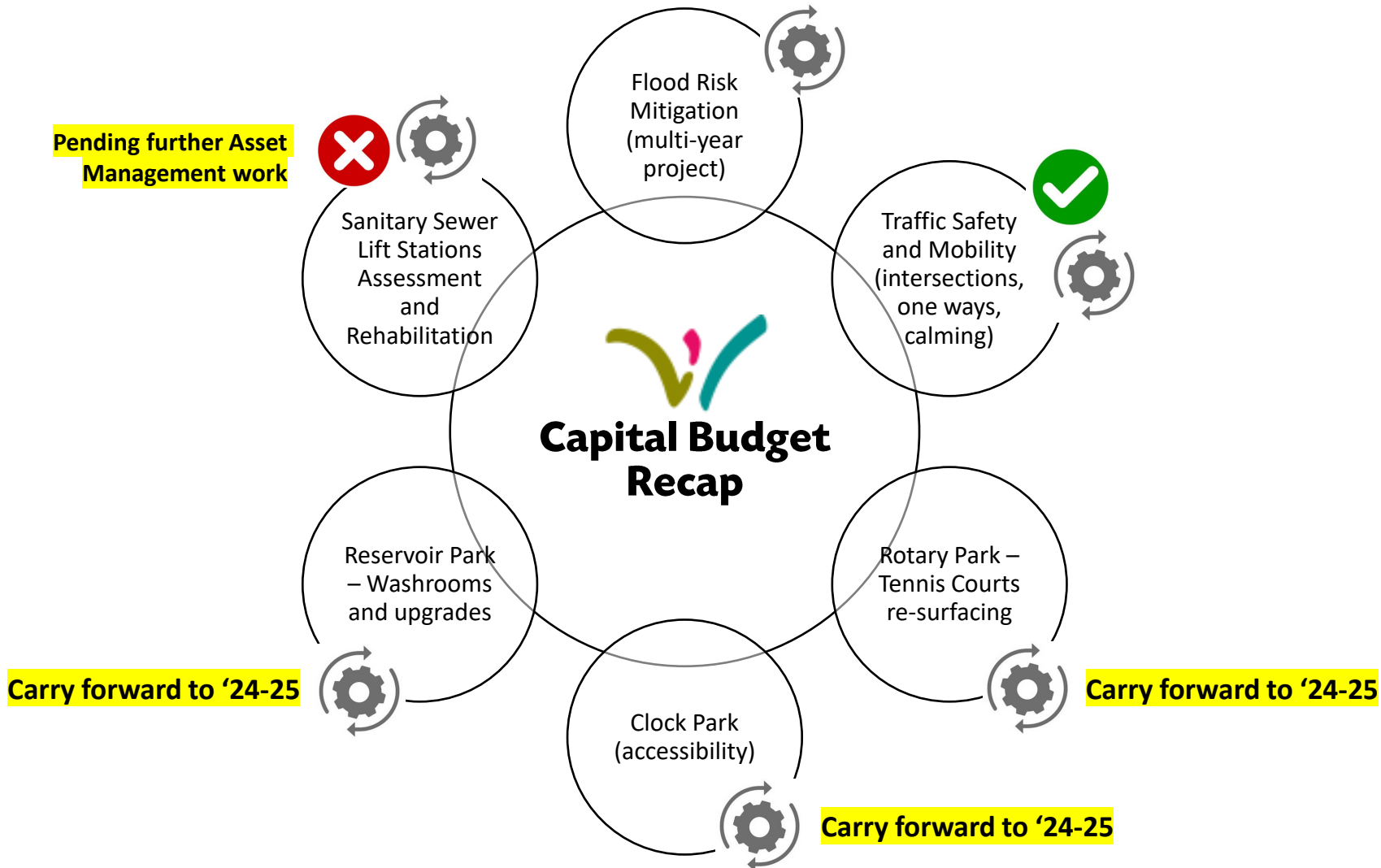
Year in Review – Capital Budget



Year in Review – Capital Budget



Year in Review – Capital Budget



Forward Looking ('24-25)

Asset Management + Capital Budget



Asset Management



Why is this important?

- Inter-relationship with Capital Budget (cannot do very good long-range planning or truly address deficits without understanding our assets). Will likely never have a perfect picture.
- A big part of the reason we are advocating for another FTE in PW&E = to institutionalize and advance this important work
- Did not include Climate Change impacts
- Many asset management funding opportunities



Town of Wolfville Asset Management Plan

Town of Wolfville, NS



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January 2018

Asset Management



In conclusion, we are encouraged by the Town's development of an asset management plan. Initial results suggest the Town has done an excellent job in maintaining its existing asset inventory. However, it is important to recognize these are initial results based on best available (but imperfect) data in the asset inventory. We encourage the Town to continuously improve and refine its asset data and management plan over time. Doing so will allow the Town to be a local leader in asset management and serve as an example for municipalities in Nova Scotia and Eastern Canada. A series of recommendations to improve the asset management plan are presented in the following section.



Town of Wolfville Asset Management Plan

Town of Wolfville, NS



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January 2018

Asset Management



Table 1 – General Fund Asset Inventory

Asset Category	Quantity	Unit
Land improvements	12	#
Buildings and structures	11	#
IT infrastructure	8	#
Equipment	13	#
Traffic lights and poles	10	#
Sewer systems		
Sewer mains	38	km
Storm mains	30	km
Sewer plants		
Sewage treatment lagoon	1	#
Sanitary lift stations	6	#
Sidewalks	23	km
Streets and curbs		
Streets	35	km
Curbs	49	km
Vehicles and heavy equipment	70	#

What are we managing?

Table 2 - Water Utility Asset Inventory

Asset Category	Quantity	Unit
Water facilities		
Concrete reservoir	1	#
Wells	3	#
Water treatment facility	1	#
Watermains		
Distribution	36.1	km
Transmission	10.2	km
Meters	1500 (approx.)	#
Hydrants	215	#
Equipment		
Transportation	1	#
Tools and work equipment	Unknown	
Office furniture and equipment	Unknown	

Asset Management



The **IT Department** manages a total of 216 devices across the organization.

- Servers: 15
 - 2 Virtual Host servers
 - 13 Virtual servers
- Desktop/Laptop/Workstation: 73
- Mobile Devices: 108
 - iPads
 - iPhones
 - Radios
- Printers: 8
- Backup devices: 2
- Backend infrastructure: 10
 - Firewall appliance.
 - KVM
 - Mobile Hub
 - Manages Switches
 - Unmanaged Switches

**What are we
managing?**



Asset Management – Level of Service



Figure 7 - LOS Framework

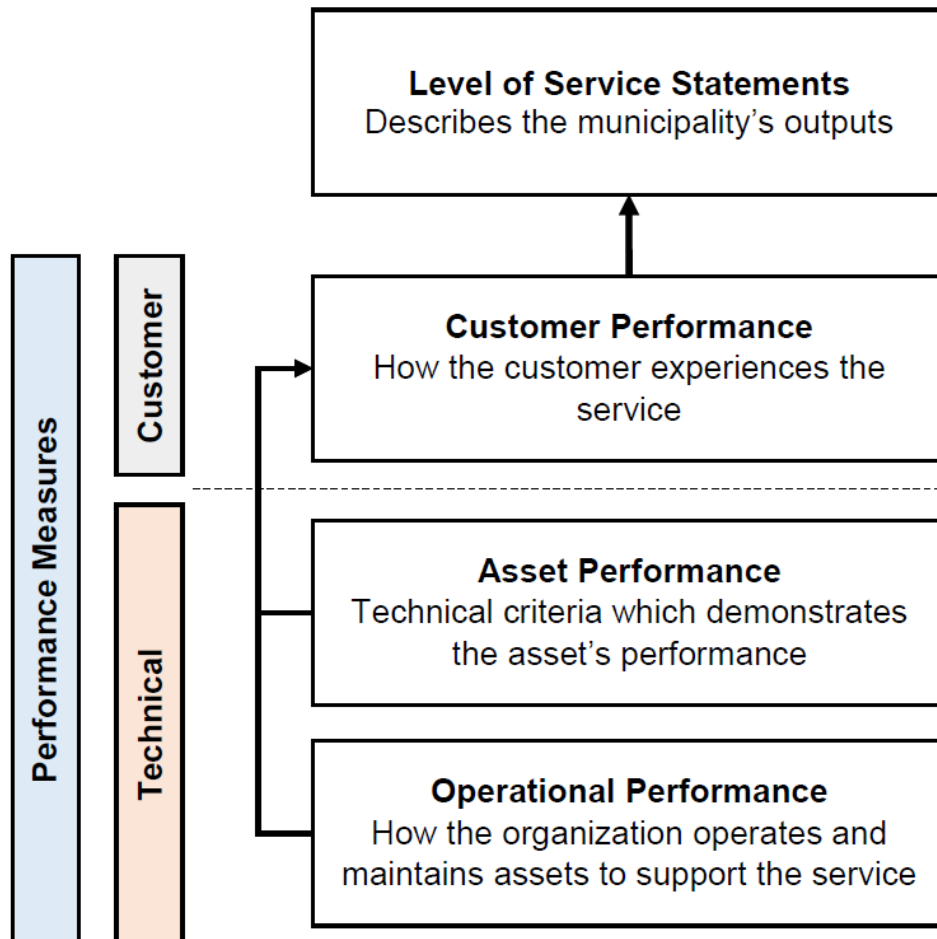
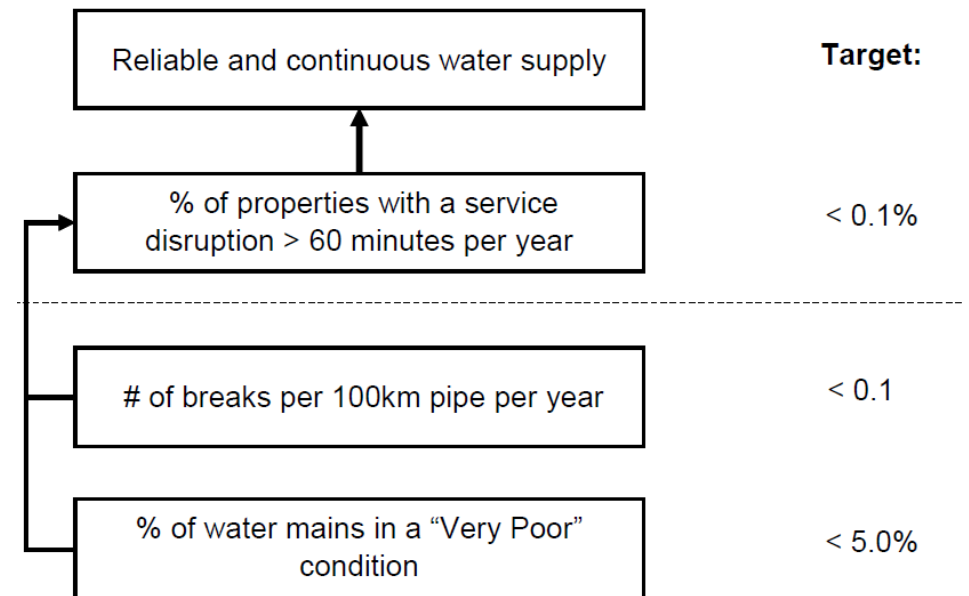


Figure 8 - Example LOS Framework



Snow and ice removal (good example)

Asset Management



Figure 9 – General Funding Capital Investment Profile

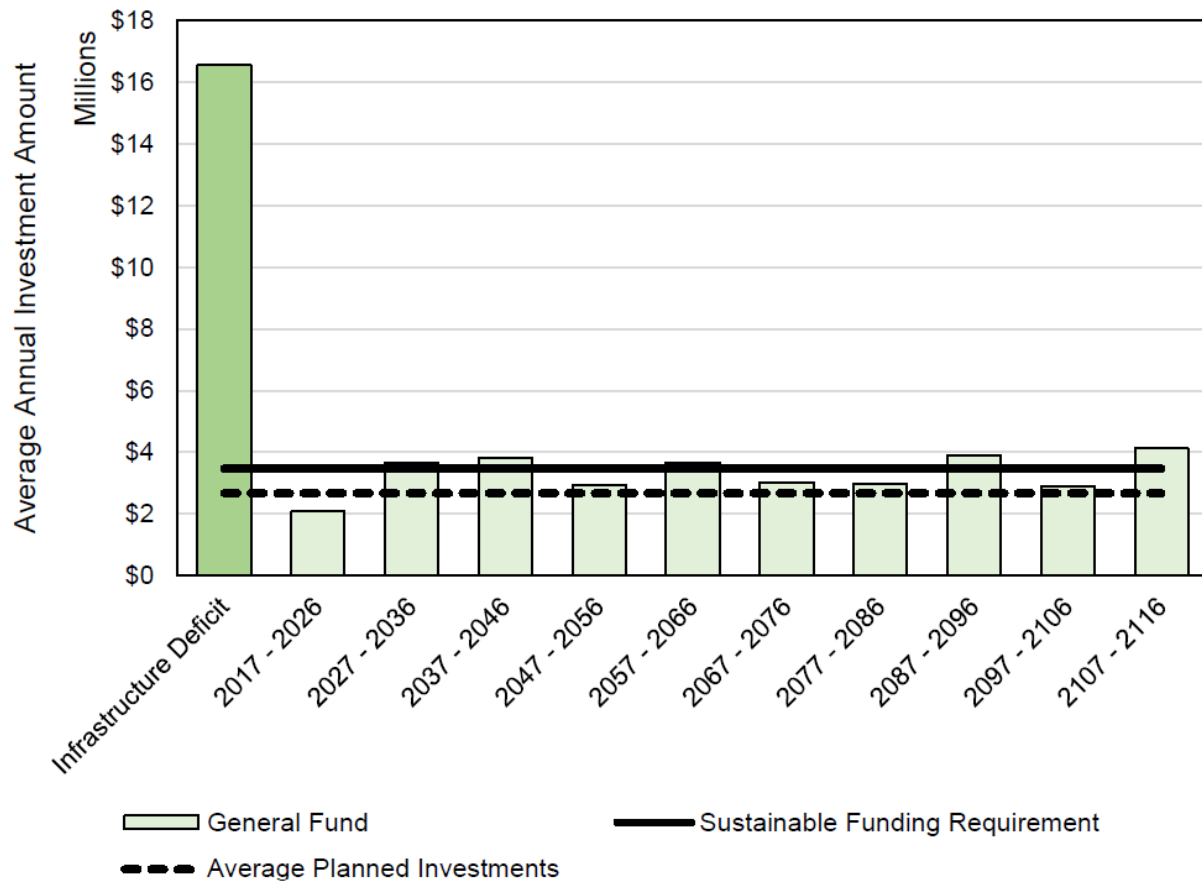
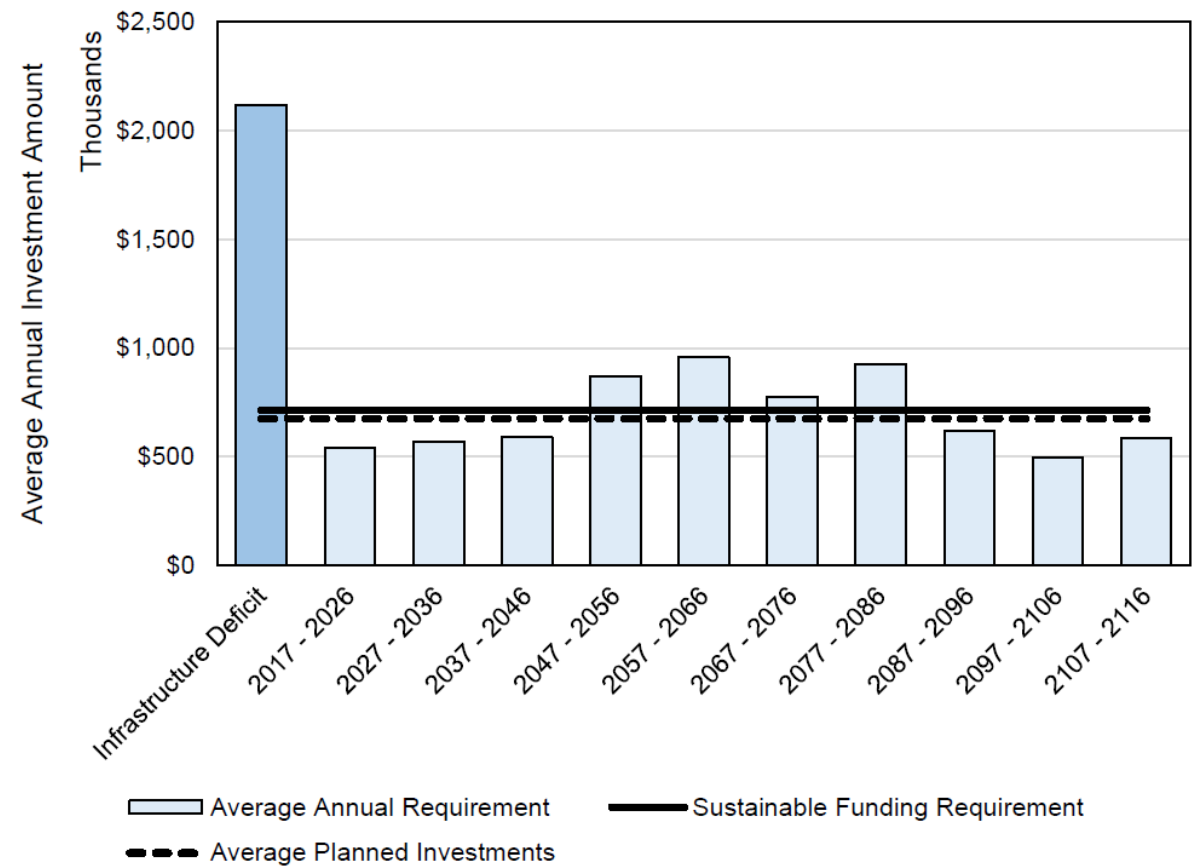


Figure 10 – Water Utility Capital Investment Profile



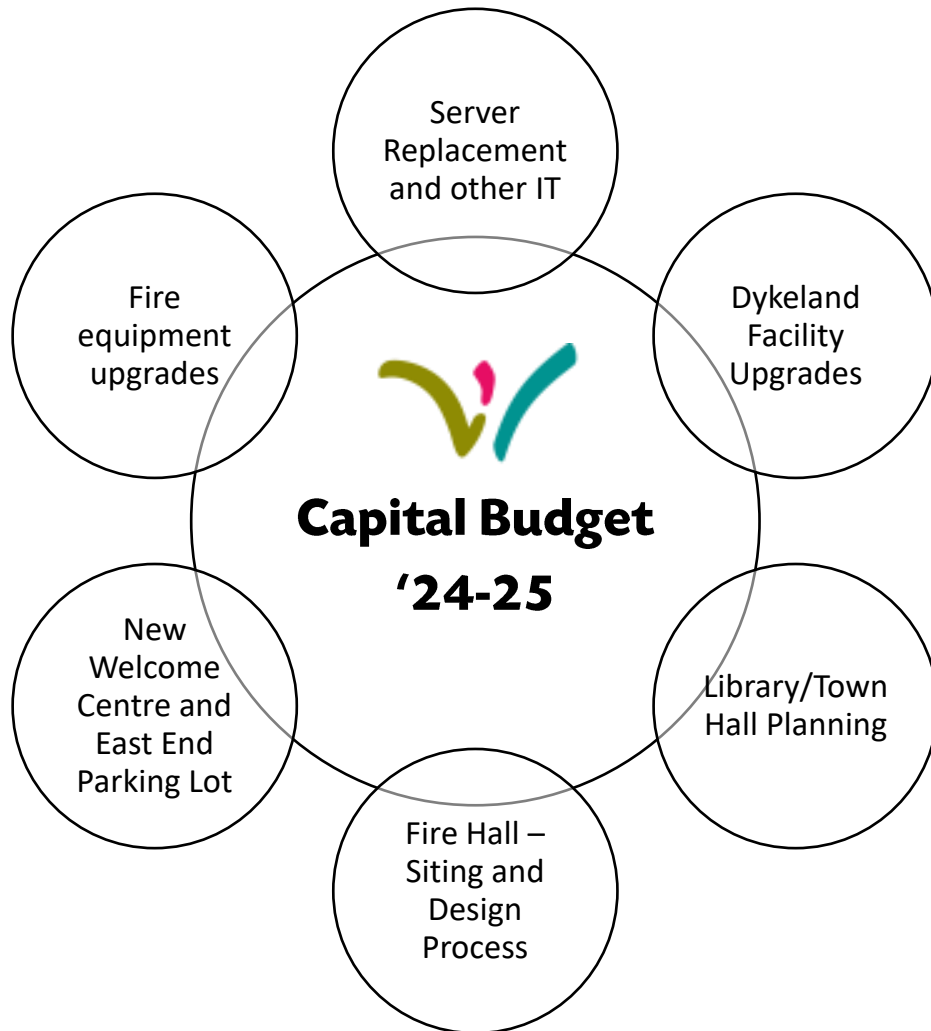
Key Projects – Capital



- Wastewater treatment facility and lift stations
- Water system – source water, treatment and distribution + regulatory
- Compost facility
- Dykeland Street – Operations Centre
 - Library/Town Hall and Firehall relocation – design this year? Will we be ready to build next fiscal (25-26?). UNKNOWN?
- Flood Risk Mitigation + Waterfront Park
- Active Transportation + Traffic Management
- Streets, Sidewalks, and Trails – what ones?
 - Kent Ave sidewalk
- Stormwater system
- Parking
- Parks + Recreation and Wellness
- Welcome Centre, East End Parking Lot

What other projects is there a desire for more information on (in this budget process)?

2024-25 Capital Budget Check-in



2024-25 Capital Budget Check-in



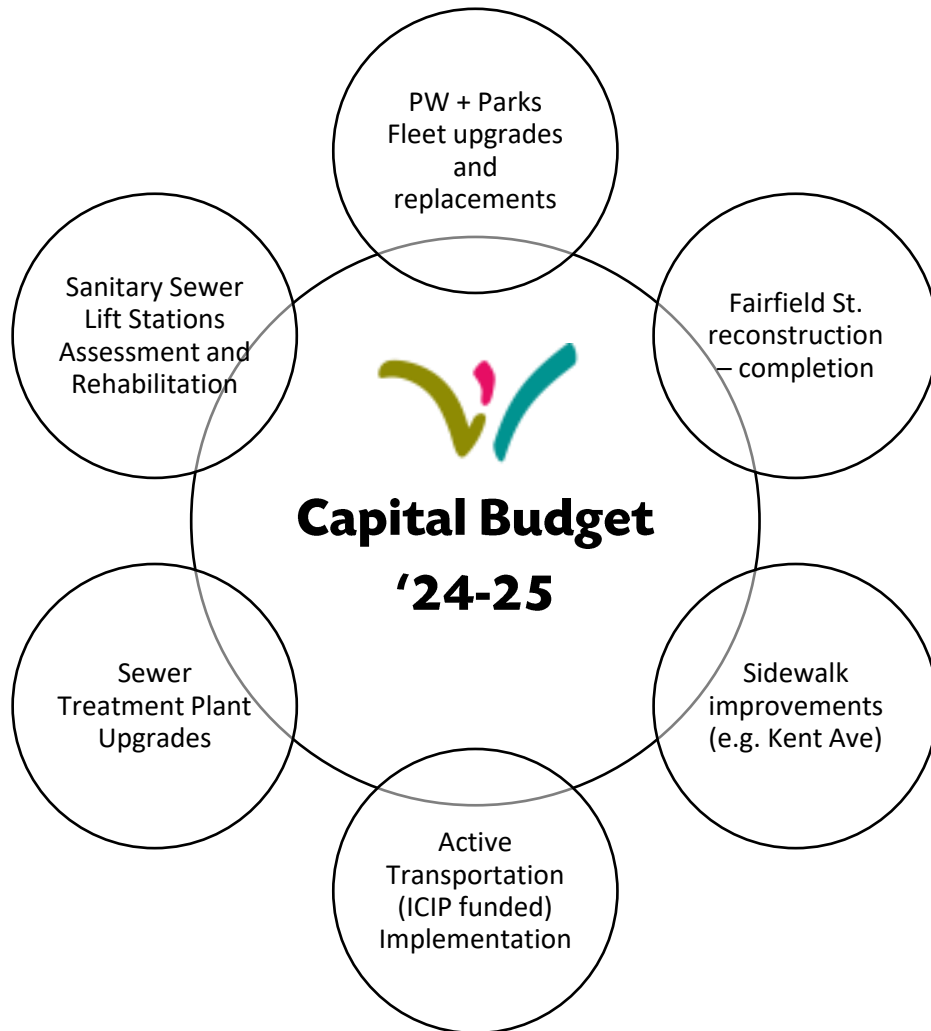
Town Buildings discussion

- Fire Hall
- Library/Town Hall
- Dykeland Facility
- Train Station
- Rec Centre

Dykeland Facility (PW and Community Development Building)

- Where will we work while the Town Hall site is being constructed?
- Need a professional place for people to work.
- State of current building.
- Staff morale and work culture.
- Core Service delivery – business continuity (IT transition alone is complex)...
- Growth of the town.

2024-25 Capital Budget Check-in



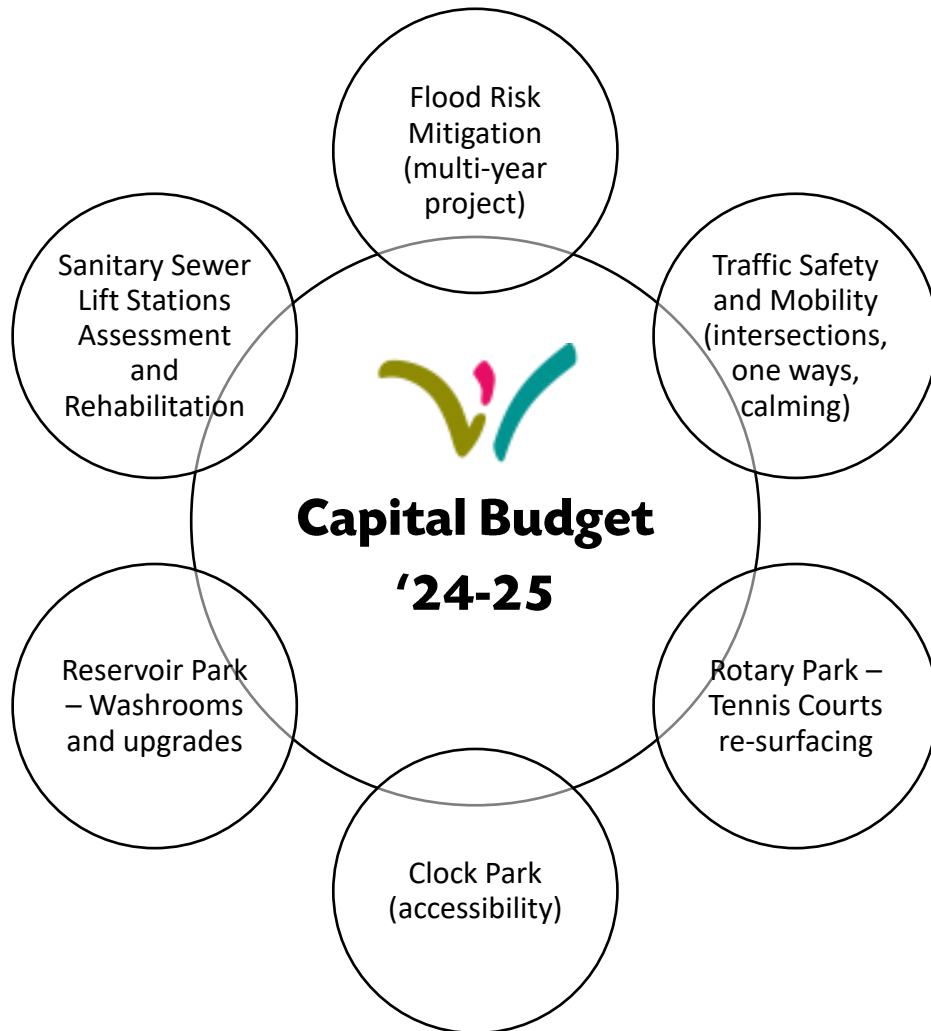
2024-25 Capital Budget Check-in



Compost facility discussion

(slides to be provided at Budget meeting)

2024-25 Capital Budget Check-in



2024-25 Capital Budget Check-in



Forward Looking ('24-25)

Operations Plan Discussion Framework



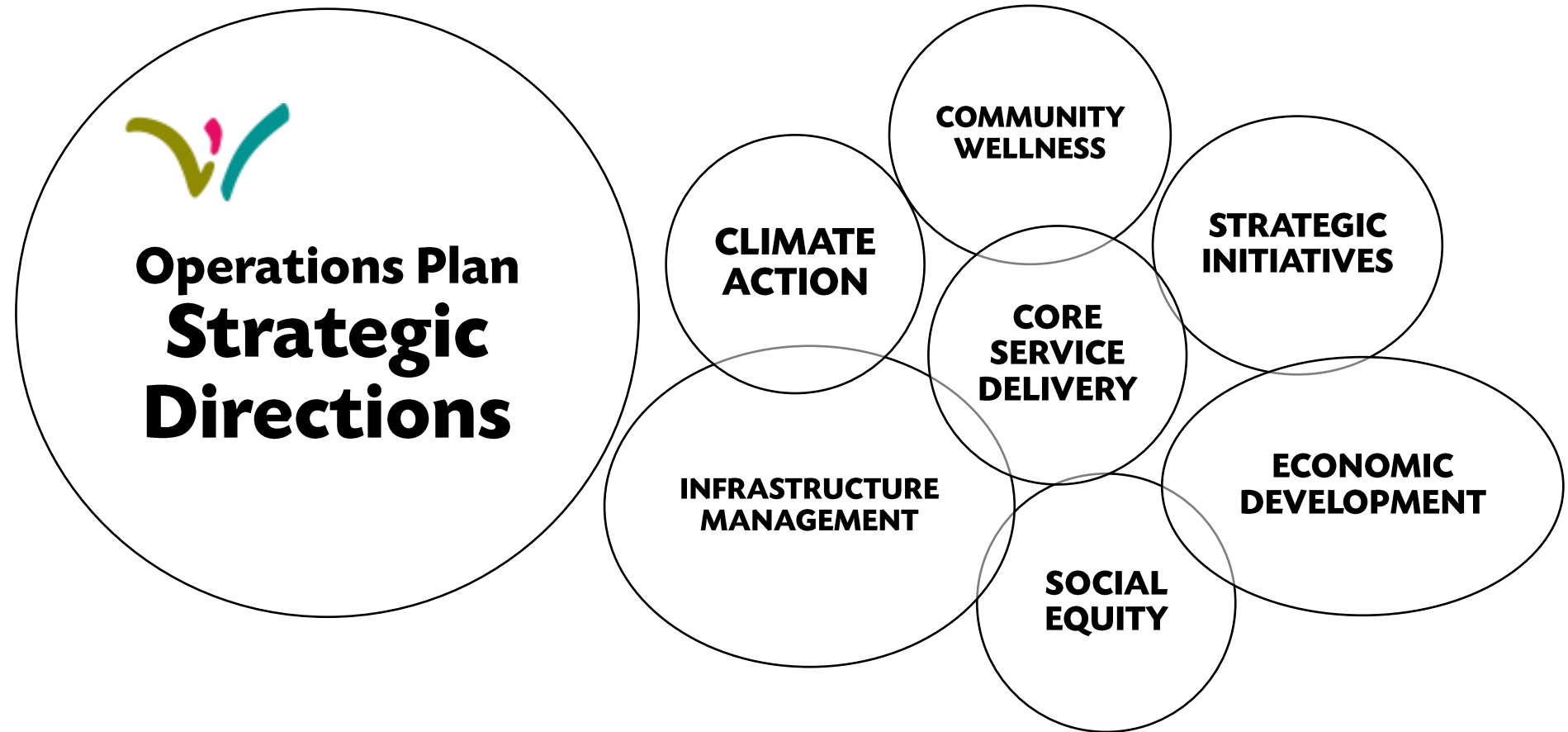
Operations Plan '24-25: Check-in



We have been organizing our Operations Plan based on the Town's strategic priority areas.

This is a helpful way to think of what our priorities are and what we plan to invest in.

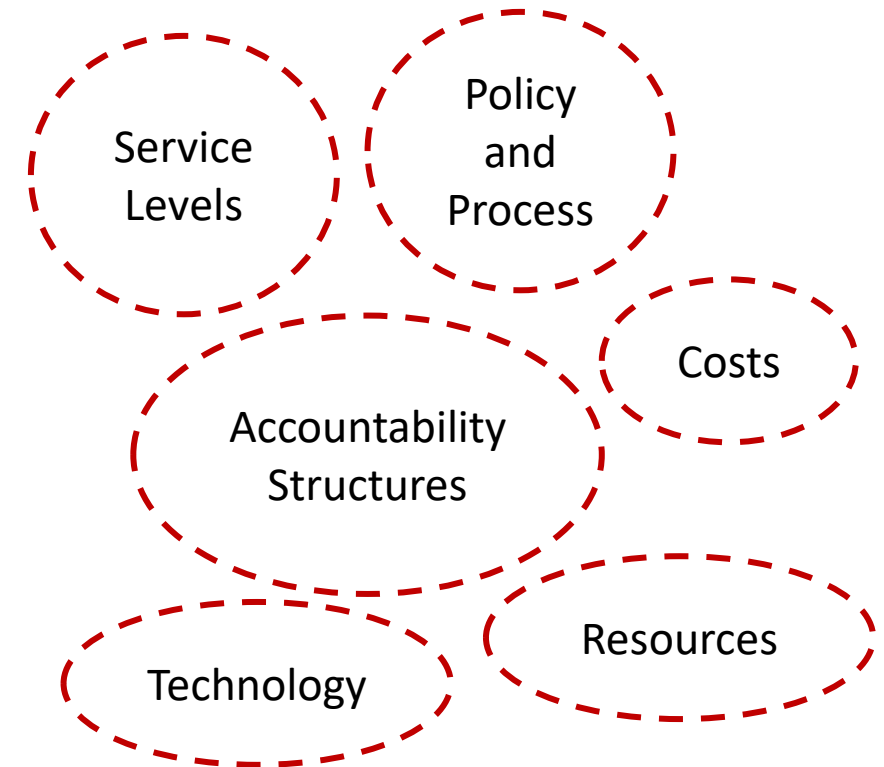
The following pages show initiatives under each priority area.



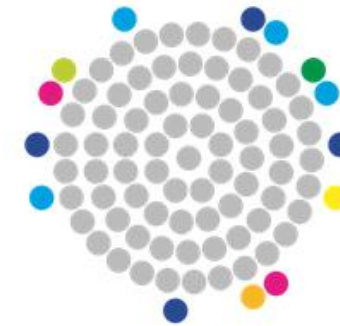
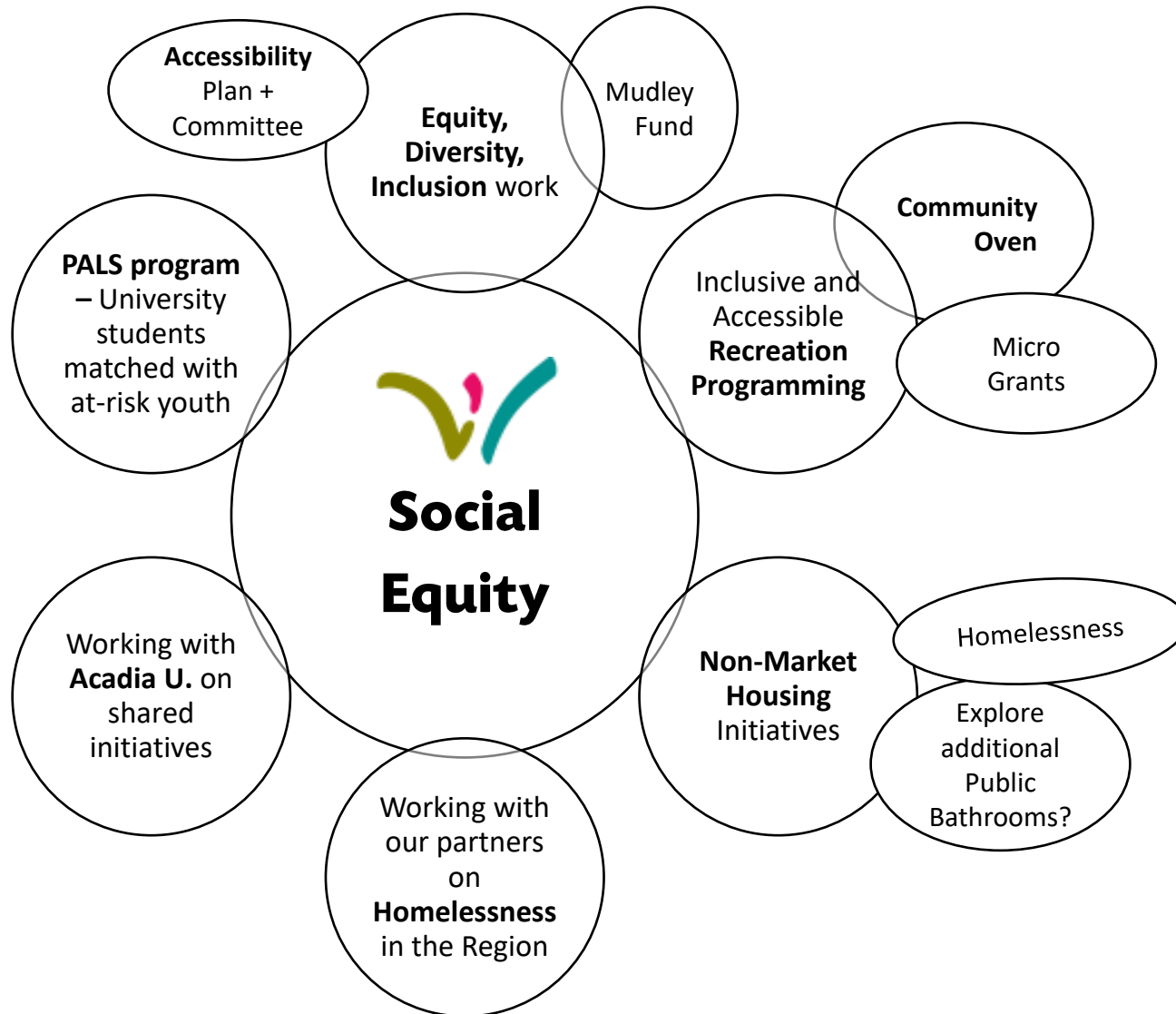
Operations Plan '24-25: Check-in



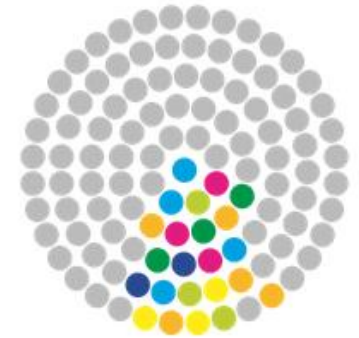
Considerations:



Operations Plan '24-25: Check-in



EXCLUSION



SEGREGATION



INTEGRATION



BELONGING

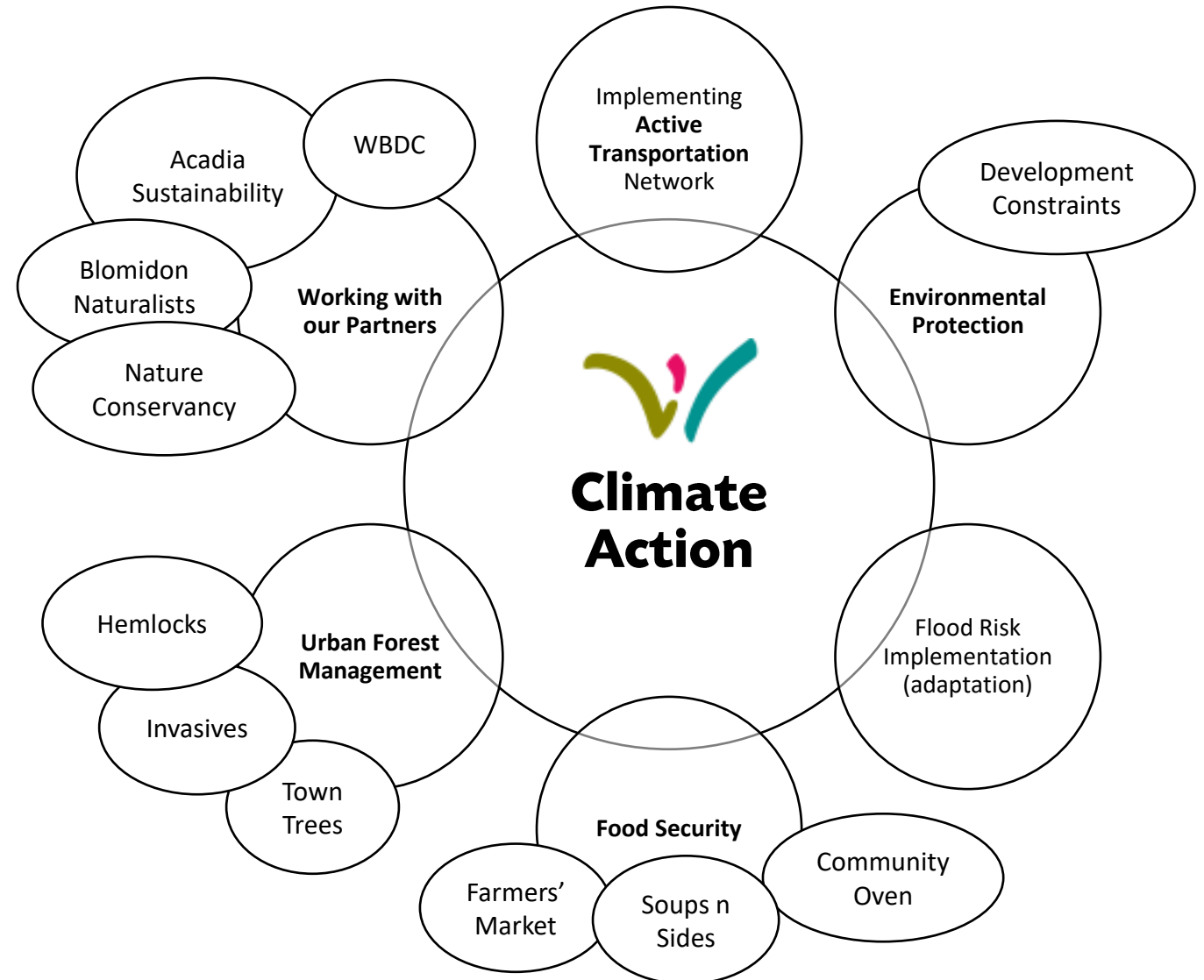
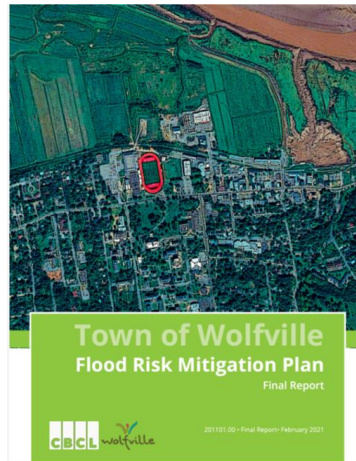
Operations Plan '24-25: Check-in



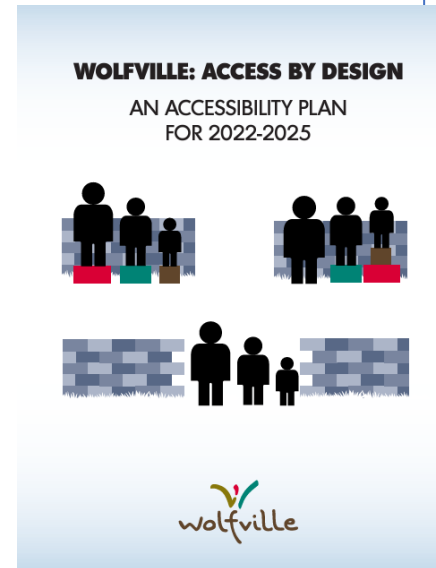
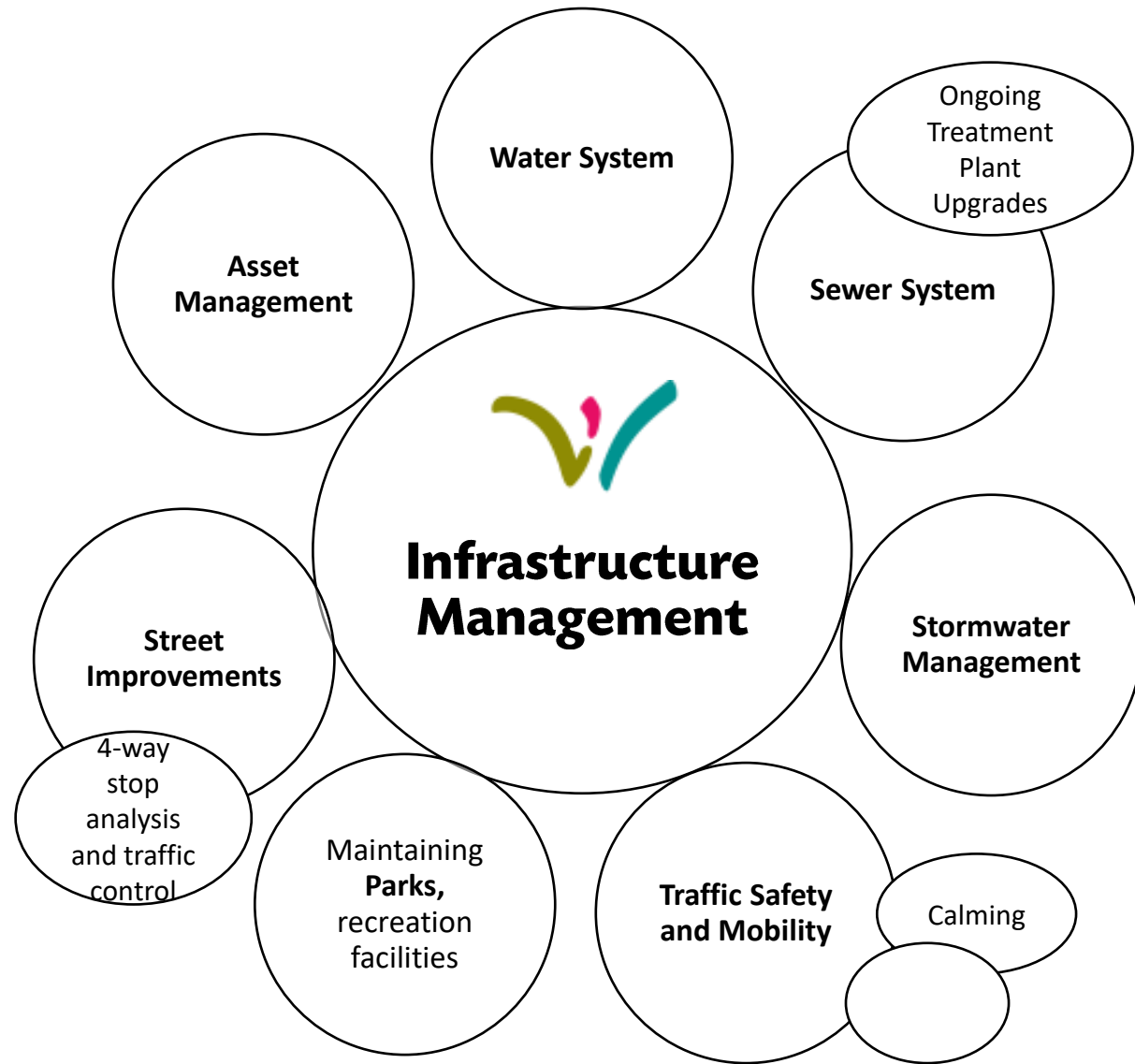
Operations Plan '24-25: Check-in



ACTION AREA	
core actions	ADAPTATION
	NEW & EXISTING BUILDINGS
	COMPLETE COMMUNITIES & TRANSPORTATION
	WASTE, WATER & WASTEWATER
	LOCAL RENEWABLE ENERGY GENERATION
supporting actions	TOWN PARTNERS & COLLECTIVE MINDSET
	GOVERNANCE
	REGIONAL COOPERATION



Operations Plan '24-25: Check-in



Town of Wolfville Asset Management Plan

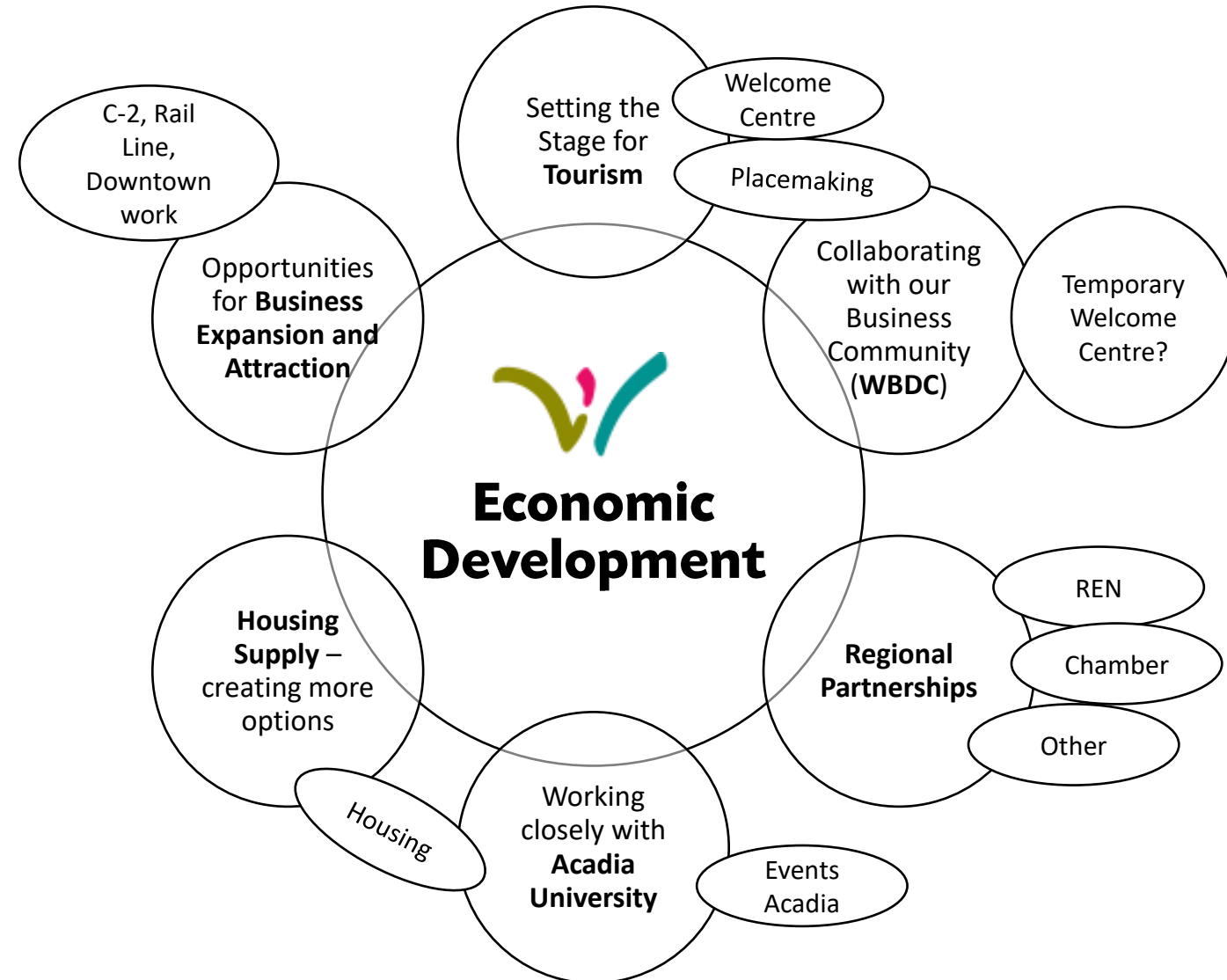
Town of Wolfville, NS



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RVA 163362
January 11, 2018

Operations Plan '24-25: Check-in



Operations Plan '24-25: Check-in



Operations Plan Check-in



Equity, Diversity, Inclusion, Accessibility Work Plan Discussion

(slides to be provided at meeting)

2024-25 Operations Plan Check-in



TOOLS: must do vs nice to have

- Committees (internal and external)
- By-laws
- Policies
- Contracts, Standing Offers, Leases
- Plans & Studies to be completed

Town Committees

Accessibility Advisory
Committee

Audit Committee

Planning Advisory Committee

RCMP Advisory Board

Regional Emergency
Management Advisory
Committee

Source Water Protection
Advisory Committee

Wolfville Acadia Town & Gown
Committee

+ Working
Groups (AT,
Housing)

Recap of V1 and moving to V2



Recap V1 to V2



Information Report attached (IR 005-2024).

SUMMARY

Draft 2024/25 Budget Version 2 (V2)

This Information Report supplements the Staff presentation (Year in Review, Forward Looking information) and deals with V2 of the Town's draft 2024/25 budgets. Version 2 includes changes based on direction from Council coming out of discussions at the January 18th Special Committee of the Whole (COW) meeting and other tweaks. As is the case each year, there can be a few refinements of estimates with each iteration. Staff are also navigating changes in key positions and this year's budget process may be a bit different than previous years.

The focus today (February 21, 2024) is to ensure that 1) we are providing the projects and initiatives in the budget that Council want to see there; 2) What are lower priorities? and 3) to what extent Council is comfortable with the tax rate in relation to the cost of living. Providing this direction should enable Staff to bring back a balanced V3 budget.

Process moving forward:

FOCUS FOR TODAY (February 21)

- Year in Review (2023-24)
- Key Projects and Direction
- Draft V2 budget (changes from V1, direction)

PROCESS TO COME

- February 29: Community Engagement Open House (afternoon, evening, virtual, blooms)
- March 5 COW: Bring back draft V3 budget/operations plan integrating today (including more project details/charters where warranted)
- March 19 Council: Final version

Although limited in number of changes, those that have been incorporated into V2 have resulted in a revised shortfall, \$197,637 (compared to \$249,800 in V1). Direction is needed to allow V3 to move towards a balanced budget. The focus now is on changes from V1 to V2, and decisions/direction needed to get to a balanced V3. Ultimately the process should lead to a Request for Decision (RFD) for the regularly scheduled March COW meeting on March 5, 2024.

INFORMATION REPORT IR 005-2024

Title: Draft 2024/25 Budget V2

Date: 2024-02-21

Department: Finance and all Departments



1) CAO COMMENTS

For information purposes.

2) REFERENCES AND ATTACHMENTS

- 1) Draft 2024/25 Operating Budget All Division Summary V1 to V2 comparison
- 2) Draft 2024/24 Capital Budget V2
- 3) 2023/24 Quarterly Financial Updates, including Info Report 004-2024 with year-end forecast

4) DISCUSSION

This will be Council's second look at the Town's draft Operating Budget, with several decision points reviewed at the January 18th Special Committee of the Whole meeting. The V2 shortfall is \$197,637 (V1 = \$249,800).

It should also be noted that the draft budget document now also includes the 2023/24 financial forecast estimates. These were not included in V1 as the data had not been finalized when the agenda was pulled together for the January 18th meeting. The forecast estimates are part of the 3rd Quarter Financial Update presented to Audit Committee on January 19th. That report is now also included in the February Special Budget COW agenda. The forecast results can in some instances be helpful in reviewing budget estimates for the upcoming year.

Both versions use the same tax rate of \$1.453 (\$0.022 decrease from previous year) and have total revenue of \$14,873,400. The following table shows the summary of changes made from V1 to V2 of the draft budget. Note for the purposes of the summary table, increases are shown as negative values, i.e. causing the "negative" shortfall to be larger.

Deficit V1	(\$249,800)	
Salary & Wages	(\$43,180)	Salary and Employee benefits updated from in-camera session. Corrections to Planning Department and Fire Honorariums for the 2 Deputy Chief's.
Employee Benefits	(\$8,457)	Related to Salary changes
Operational Equip. & Supplies	(\$7,400)	IT – Mobile phones, misc hardware, keyboards & UPS batteries
Project Program & Expenditures	(\$30,000)	Soup & Side Program – proposed now to be funded. Planning Contracted Services reduced \$30,000 to offset. As

INFORMATION REPORT IR 005-2024

Title: Draft 2024/25 Budget V2

Date: 2024-02-21

Department: Finance and all Departments



		this is a Pilot Project/feasibility – this may be a candidate for reserve funds.
Contracted Services	\$147,635	Decrease in contracted services were primarily Municipal Policing Agreement. The total cost for 2024/25 is \$1,732,795 resulting in a decrease of \$235,700. There was also an increase for IT governance and CAO recruitment.
Partner Contributions	(\$6,435)	An increase in Education of \$45,362 and Kings Transit a decrease of \$38,927.
Housing Accelerator Fund	TBD	Council endorsed a Housing Accelerator Fund application that, if successful, will have budget implications.
Net Surplus (Deficit) V2	(\$197,637)	

The goal isn't simply to achieve a balanced budget, it is to achieve that financial result while incorporating resources to ensure the Town continues to achieve the objectives of Council's 4-year Strategic Plan. Some of the information to be reviewed during the February 7th COW meeting will be to revisit and reaffirm direction on topics previously discussed, while other information will be reviewed for the first time this year with a goal to clarify what direction Council may want to take.

Impact of tax rate options

- As noted in V1 of the budget, there is a proposed (\$0.022) reduction in the residential and commercial tax rates. This offering was to keep the tax increase to within COLA, 4.0%, for majority of property owners.
- Recap of tax rate impact to property owners
 - Option 1 (V1) reduce tax rate (\$0.022) for both residential and commercial properties.
 - Per \$100,000 assessment value majority of property owners will see CAP increase of 3.2%; reducing tax rate by (\$0.022) reduces this impact to 1.7%
 - Option 2 reduce tax rate (\$0.01) for both residential and commercial properties.
 - Per \$100,000 assessment value majority of property owners will see CAP increase of 3.2%; reducing tax rate by (\$0.01) reduces this impact to 2.5%

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- Option 3 leave tax rate unchanged for both residential and commercial properties.
 - Per \$100,000 assessment value majority of taxpayers will see CAP increase of 3.2%
- Options to change either residential or commercial tax rates still exist, as per Council direction:

Tax Rate Examples	Net Surplus (Deficit) at V2
\$1.475 (same as last year)	(\$58,937)
\$1.465 (decrease of \$0.01)	(\$122,037)
\$1.453 (decrease of \$0.022)	(\$197,637)

Advice and analysis is being sought before V3 from our former Finance Director on funding the budget and use of reserves. Other sources of revenue/grants are also a possibility and those need to be worked in as well. Our reserves need to be in the range of \$1.9 million to meet Provincial benchmarks – that continues to be the goal.

Once there is a better understanding on certain directions from Council – Staff are confident a fair and balanced budget can be brought forward as V3.

Town Capital Budget

The ten year Capital Investment Plan has a few changes and is included in the budget document. Progress has been made on funding the full ten years. Note: Council approves Year 1 of the ten year plan and the balance of the years help inform preparation for future budget years and decisions.

5) FINANCIAL IMPLICATIONS

No implications are currently noted. These will be quantified as the budget process continues into March.

6) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

Staff will review key links to the Strategic Plan during the presentation of the Operations Plan. Nothing further added in this report.

7) COMMUNICATION REQUIREMENTS

The Wolfville Blooms site will continue to be used to provide the Wolfville Community continued updates on the budget process, including copies of the information reviewed at Committee of the Whole meetings. Public engagements will be held Thursday, February 29th.

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8) FUTURE COUNCIL INVOLVEMENT

Council will be formally involved in at least one more COW meeting to consider an RFD seeking approval of a final balanced budget document. Any additional meetings beyond this have not yet been identified and may or may not be needed.

Town of Wolfville
2024/25 Operating Budget - V2
All Divisions

	2024/25	2024/25	Budget			2023/24		2022/23	
	Budget	Budget	Change			Forecast	Budget	Actual	Budget
	V1	V2	V1 to V2			as of Dec 31st			
REVENUES									
Taxes and grants in lieu of taxes	\$ 12,398,900	\$ 12,398,900	-			\$ 11,626,000	\$ 11,472,800	\$ 10,393,535	\$ 10,286,700
Sale of service/cost recoveries	1,292,100	1,292,100	-			1,302,700	1,186,100	964,954	985,300
Sewer Rates	800,900	800,900	-			680,300	686,000	584,374	608,400
Provincial, Federal & other grants	381,500	381,500	-			131,800	112,100	262,474	111,100
	14,873,400	14,873,400	-	0.00%		13,740,800	13,457,000	12,205,337	11,991,500
EXPENSES									
Salary and wages	2,735,500	2,778,680	43,180	1.58%		2,914,100	2,609,300	2,268,270	2,331,900
Employee Benefits	690,200	698,657	8,457	1.23%		714,300	605,900	598,470	543,100
Seasonal/Term Wages	405,500	405,500	-	0.00%		-	383,600	450,745	370,900
Employee Benefits Seasonal wag	106,900	106,900	-	0.00%		-	79,000	40,709	65,000
Meetings, Meals and Travel	19,100	19,100	-	0.00%		19,500	20,900	17,475	22,300
Professional Development	112,500	112,500	-	0.00%		69,200	102,500	57,911	76,700
Membership Dues & Fees	22,500	22,500	-	0.00%		21,800	21,000	21,001	19,600
Advertising	15,200	15,200	-	0.00%		18,700	19,900	19,378	21,000
Telecommunications	45,700	45,700	-	0.00%		43,000	39,100	37,136	36,100
Office Expense	62,500	62,500	-	0.00%		55,700	57,300	59,008	57,000
Legal	97,000	97,000	-	0.00%		112,200	53,000	91,064	46,700
Insurance	276,800	276,800	-	0.00%		234,900	209,500	191,235	183,700
Marketing and Communications	10,000	10,000	-	0.00%		1,000	5,600	519	5,500
Audit	29,500	29,500	-	0.00%		26,000	23,200	27,153	22,200
Stipends & Honorariums	248,500	248,500	-	0.00%		233,200	239,300	209,531	215,300
Miscellaneous	3,200	3,200	-	0.00%		3,200	3,200	11,610	1,900
Heat	54,500	54,500	-	0.00%		40,100	39,700	36,649	27,000
Utilities	223,300	223,300	-	0.00%		210,700	197,600	184,736	180,400
Repairs and Maintenance - buildings	152,600	152,600	-	0.00%		101,000	111,700	64,153	106,500
Vehicle Fuel	102,800	102,800	-	0.00%		77,300	79,900	68,816	53,500
Vehicle Repairs & Maintenance	224,600	224,600	-	0.00%		241,300	182,700	201,565	152,900
Vehicle Insurance	29,900	29,900	-	0.00%		26,800	24,000	25,238	19,600
Operational Equip & Supplies	686,400	693,800	7,400	1.08%		668,500	625,600	564,832	544,000
Equipment Maintenance	15,000	15,000	-	0.00%		16,100	15,000	12,388	10,000
Equipment Rentals	29,000	29,000	-	0.00%		21,100	20,000	22,443	10,000
Project & Program Expenditures	205,300	235,300	30,000	14.61%		251,400	243,000	262,437	88,500
Contracted Services	3,398,600	3,250,965	(147,635)	-4.34%		2,919,100	2,932,300	2,860,602	2,969,000
Grants to Organizations	275,900	275,900	-	0.00%		217,000	275,000	161,550	252,000
Licenses and Permits	3,500	3,500	-	0.00%		3,500	3,400	1,840	3,400
Tax Exemptions	137,000	137,000	-	0.00%		125,100	124,200	104,381	114,200
Election	30,000	30,000	-	0.00%		-	-	15,185	-
Partner Contributions	2,238,700	2,245,135	6,435	0.29%		2,146,500	2,137,500	1,898,455	1,941,000
Other debt charges	10,000	10,000	-	0.00%		9,500	10,000	2,060	10,000
Doubtful accounts allowance	3,000	3,000	-	0.00%		2,500	2,500	1,765	2,500
	12,700,700	12,648,537	(52,163)	-0.41%		11,544,300	11,496,400	10,590,310	10,503,400
Net Operational Surplus (Deficit)	2,172,700	2,224,863	52,163			2,196,500	1,960,600	1,615,027	1,488,100
Capital Program & Reserves									
Principal Debenture Repayments	680,800	680,800	-	0.00%		638,300	638,300	659,290	662,800
Debenture interest	256,700	256,700	-	0.00%		219,600	211,700	185,622	189,300
Principal/Interest Future Debt	-	-	-	0.00%		-	-	-	-
Transfer to Operating Reserves	5,000	5,000	-	0.00%		5,000	5,000	5,000	5,000
Transfer to Capital Reserves	1,078,000	1,078,000	-	0.00%		1,260,600	908,600	809,000	809,000
Transfer to Cap Reserve - Fire Equip	402,000	402,000	-	0.00%		-	352,000	259,000	259,000
Transfer to Capital Fund	-	-	-	0.00%		220,000	-	35,936	-
Transfer from Operating Reserves	-	-	-	0.00%		(24,200)	(155,000)	(265,047)	(372,000)
Transfer from COVID Reserve	-	-	-	0.00%		-	-	(99,153)	(65,000)
	2,422,500	2,422,500	-			2,319,300	1,960,600	1,589,648	1,488,100
Net Surplus (Deficit)	\$ (249,800)	\$ (197,637)	\$ 52,163			\$ (122,800)	\$ -	\$ 25,379	\$ -

Town of Wolfville 2024/25 Ten Year Capital Investment Plan Fiscal 2024/25 to 2033/34				moved forward from 23/24					Accessibility	EV Hurdle				
		Prev YR	Prev YR	BUDGET FOCUS					Deadline					
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>2028/29</u>	<u>2029/30</u>	<u>2030/31</u>	<u>2031/32</u>	<u>2032/33</u>	<u>2033/34</u>	
Σ RCMP Detachment		-	-	-	-	-	-	-	-	-	-	-	-	-
Heritage Train Station														
Something		50,000					-			500,000				
Σ Heritage Train Station		50,000	-	-	-	-	-	-	-	500,000	-	-	-	-
Σ Municipal Buildings		\$ 953,500	\$ 146,508	\$ 1,330,000	\$ 4,775,000	\$ 9,472,000	\$ 30,000	\$ -	\$ 300,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Protective Services														
Fire Department														
Trucks - may be impacted by service review														
Aerial Ladder Truck 2000				-	-	2,200,000	?							
Pumper 1 E-One Cyclone 2019														
Ford 4*4 Utility Vehicle														
Pumper 3 E-One Cyclone - to new pumper tanker 2003			-	-	1,700,000						200,000			
Tanker 6 Int'l Pumper/Tanker 2006										-	-			
Rescue 4 Pumper Rescue 2007								1,650,000						
Ford Haz Mat vehicle									170,000					
Σ Fire Trucks		-	-	-	1,700,000	2,200,000	-	1,650,000	170,000	-	200,000	-	-	-

			moved forward from 23/24					Accessibility	EV Hurdle					
Town of Wolfville			Prev YR	Prev YR	BUDGET FOCUS			Deadline						
2024/25 Ten Year Capital Investment Plan					Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Fiscal 2024/25 to 2033/34			<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>2028/29</u>	<u>2029/30</u>	<u>2030/31</u>	<u>2031/32</u>	<u>2032/33</u>	<u>2033/34</u>
<u>Equipment</u>														
Radio Repeater Replacement														
Equipment Upgrades			20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
SCBA Apparatus			-	336,000										
Σ Misc Fire Equipment				356,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Σ Fire Department			-	356,000	20,000	1,720,000	2,220,000	20,000	1,670,000	190,000	20,000	220,000	20,000	20,000
Σ Protective Services			\$	-	\$	356,000	\$	20,000	\$	1,720,000	\$	190,000	\$	20,000
Transportation Services														
<u>Public Works Equipment</u>														
<u>Public Works - Fleet Inventory</u>														
veh # 15 - PW LH Truck 2019 pick up truck			10	-	-	-	-	-		60,000				
veh # 18 - 2019 Wacker Neuson Loader			7 yrs	-	-	10,000	-		-	-	175,000			-
veh # 19 - PW 2017 3/4 ton Crew Cab			10 yrs	-	-			70,000		-	-			
veh # 21 - PW 2015 3/4 ton 4*4 with dump body			10 yrs				-	140,000		-			175,000	
veh # 22 - PW 2014 1/2 ton			10			55,000				-	-			60,000
veh # 23 - PW 2016 1 ton 4*4 (will move to Parks fleet sub-category)			6	162,600										
veh # 24 - PW 2011 asphalt recycler								183,000						
veh # 25 - PW 2017 5 ton plow truck			6		-			-		-	500,000			
veh # 27 - PW 2020 Backhoe			7				-	250,000						230,000
veh # 28 - PW 2013 Loader			12					740,000		-				
veh # 29 - PW 2020 Sidewalk Tractor (snow removal)			8					-	-	-				
veh # 51 - PW 2017 Sidewalk Tractor (snow removal)			8		-	190,000				-	-			-
veh #?? - new 5 ton...we are keeping old 5 ton					407,000								600,000	
Σ Public Works - Fleet Inventory			162,600	-	472,000	190,000	1,200,000	183,000	-	60,000	675,000	-	775,000	290,000
<u>Parks Dept - Fleet/Equip</u>														
Top Dresser (New)					31,438									
veh # 13 - 1999 Subaru micro truck				19,584				25,000						
veh # 16 - Parks LH Truck 2019 F150			8					-		60,000				
veh # 20 - 2014 Ford 1/2 pick up			7	-			60,000							
veh # 23 - PW 2016 1 ton 4*4 (moved from P Wks fleet sub-category)				-					160,000					
veh # 26 - Parks 2016 Ford F250 3/4 ton crew cab								120,000	-					
veh # 31 - Parks 2001 Suzuki micro truck			9	-	25,000		-			-	30,000			
veh # 33 - Parks 2015 F450 3/4 ton crew cab 4*4 dump body								140,000						
veh # 34 - Parks 2000 Suzuki micro truck - solid waste			9	-				25,000			30,000			
veh # 37 - Parks 2021 JD mower/backhoe 2032			6?					55,000						
veh # 38 - Parks 2017 JD mower 1023E				-			40,000							
veh # 39 - Parks 2015 JD mower X730						18,000					20,000			
veh # 40 -2015 JD Parks tractor 1025 with cab				-			45,000						60,000	
veh # 59 - Parks 2020 Kubota Mower														
Chipper														

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			moved forward from 23/24					Accessibility		EV Hurdle					
Town of Wolfville 2024/25 Ten Year Capital Investment Plan Fiscal 2024/25 to 2033/34			Prev YR	Prev YR	BUDGET FOCUS										
					Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
			<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>2028/29</u>	<u>2029/30</u>	<u>2030/31</u>	<u>2031/32</u>	<u>2032/33</u>	<u>2033/34</u>	
Environmental Health Services															
Storm Water Management															
Oak Ave (included in Street infrastructure above)															
Allowance for projects yet identified						275,000	800,000	?							
Σ Storm Water Management			-	-	275,000	800,000	-	-	-	-	-	-	-	-	
Sewage Treatment/Collection															
Miscellaneous Equipment															
WWTP influent meters															
Σ Miscellaneous Equipment			-	-	-	-	-	-	-	-	-	-	-	-	
Sewer Treatment															
Treatment plant expansion - Phase II			85,000			1,550,189	4,721,560								
Flood Mitigation @ STP						50,000									
Generator - STP			2021												
Σ Sewer Treatment			-	85,000	1,600,189	4,721,560	-	-	-	-	-	-	-	-	
Sanitary Sewer Collection															
included in Street infrastructure above															
Σ Sanitary Sewer Collection			-	-	-	-	-	-	-	-	-	-	-	-	
Lift Stations															
Assessment and Upgrade Program			-	-	50,000	150,000	100,000								
Bigelow Lift Station															
Acadia Lift Station															
Elm Ave Lift Station			2018												
Harbourside Lift Station			2017												
Main Lift Station			2015												
Oak Ave Lift Station			2017												
SCADA and Electrical Panel Replacements incl. VCFN integration			-	-	65,000	65,000	65,000								
Σ Lift Stations			-	-	115,000	215,000	165,000	-	-	-	80,000	-	-	130,000	
Σ Sewage Treatment/Collection			-	85,000	1,715,189	4,936,560	165,000	-	-	-	80,000	-	-	130,000	
Σ Environmental Health Services			\$ -	\$ 85,000	\$ 1,990,189	\$ 5,736,560	\$ 165,000	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ 130,000	
Community Infrastructure															
Park and Trail Infrastructure															
Trails and Trailheads															
East End Gateway															
Parking Lot Expansion and Reconstruction (multi-year)			25,000			430,000									
Other Gateway Upgrades - parking/sidewalk/street layout															
Walkway - Main St to Trail [INCLUDED IN PARKING LOT PROJECT]															
Lighting															
King to Main - reconfig..															
Up Hill to Victoria			????												

Town of Wolfville
2024/25 Ten Year Capital Investment Plan
Fiscal 2024/25 to 2033/34

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Town of Wolfville 2024/25 Ten Year Capital Investment Plan Fiscal 2024/25 to 2033/34			moved forward from 23/24			Accessibility Deadline		EV Hurdle						
			Prev YR	Prev YR	BUDGET FOCUS									
					Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
			<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>2028/29</u>	<u>2029/30</u>	<u>2030/31</u>	<u>2031/32</u>	<u>2032/33</u>	<u>2033/34</u>
<i>Post Office Open Space</i>														
Mona Parsons - pathway amenities														
<i>Dog Park</i>														
<i>Robie Tufts</i>														
Chimney structure														
<i>Farmers Market (open space enhancements)</i>														
Parking Lot - Dykeland/Elm cul de sac			-	-		-								
Pond & Park area				-	-		-							
Σ Open Spaces			-	-	-	-	-	-	-	-	-	-	-	-
<u>Nature Preserve</u>														
Dam Stabilization, Rehab, and/or Decommissioning			50,000	-	25,000			120,000	600,000	600,000			100,000	1,000,000
Dam Monitoring and Surveillance Program			6%		24,000	25,440	26,966	28,584	30,299	32,117	34,044	36,087	38,252	40,547
Nature Trust (External Funding) - cfwd			150,000	-	-	185,000								
Σ Nature Preserve			200,000	-	49,000	25,440	211,966	148,584	630,299	632,117	34,044	36,087	138,252	1,040,547
<u>Miscellaneous Amenities</u>														
<i>Compost Site</i>														
Concept/site location			-											
<i>Kiosks</i>														
<i>Public Art</i>														
Public Art Project			-	35,000										
Concrete walkways to Mona Parsons Statue and Alex Colville Wall					100,000									
<i>Dykeland St. Bulk Lands</i>														
Σ Miscellaneous Amenities			-	35,000	100,000	-	-	-	-	-	-	-	-	-
Σ Open Spaces and Town Amenities			200,000	35,000	149,000	25,440	211,966	148,584	630,299	632,117	34,044	36,087	138,252	1,040,547
Σ Community Infrastructure			\$ 280,000	\$ 76,000	\$ 1,574,000	\$ 450,440	\$ 411,966	\$ 348,584	\$ 630,299	\$ 632,117	\$ 234,044	\$ 136,087	\$ 238,252	\$ 1,140,547
GRAND TOTAL ALL PROJECTS			\$ 1,565,084	\$ 2,833,645	\$ 6,891,422	\$ 14,222,043	\$ 15,872,966	\$ 4,080,384	\$ 4,869,499	\$ 1,710,317	\$ 3,968,144	\$ 663,687	\$ 2,758,252	\$ 2,004,697
													\$ 52,009,000	\$ 57,041,414

Interim Financial Variance Report

Town of Wolfville

As at December 31, 2023



A cultivated experience for the mind, body, and soil

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Town of Wolfville
All Divisions
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual	Budget	over(under)	Forecast	Budget	Variance
	31-Dec-23	31-Dec-23	VARIANCE	03/31/24	03/31/24	
REVENUES						
Taxes and grant in lieu of taxes	\$ 10,508,221	\$ 11,370,079	\$ (861,858)	\$ 11,626,000	\$ 11,472,800	\$ 153,200
Metered Sales - Solar Panels	9,742	11,300	(1,558)	11,400	14,800	(3,400)
Tax Certificates & ByLaws	2,500	1,350	1,150	2,700	1,800	900
Kings County Fire Protection	252,669	254,325	(1,656)	333,500	339,100	(5,600)
REMO Cost Recovery	60,000	60,000	-	75,300	80,000	(4,700)
Zoning & Subdivision approvals	2,647	3,000	(353)	2,700	3,000	(300)
Job Cost billings	3,500	6,000	(2,500)	3,500	6,000	(2,500)
Sewer Rates	510,403	513,128	(2,725)	680,300	686,000	(5,700)
Kings County Sewer Contribution	-	-	-	6,000	6,000	-
Kings County Recreation Contrib	-	-	-	15,000	15,000	-
Program fees	40,362	22,000	18,362	47,300	29,300	18,000
Festival & events revenues	11,947	8,000	3,947	11,900	8,000	3,900
Facility fees & cost recoveries	7,398	9,000	(1,602)	7,400	9,000	(1,600)
License & fee revenue	1,224	600	624	3,700	5,600	(1,900)
Building & development permits	30,295	22,500	7,795	33,300	30,000	3,300
Parking fines	10,712	13,500	(2,788)	14,100	18,000	(3,900)
Other fines	22,275	17,000	5,275	29,400	23,000	6,400
Cost recoveries from Water Util	218,532	218,571	(39)	291,400	291,400	-
Cost recoveries from Sewer Dept	48,300	48,300	-	64,400	64,400	-
Facility Rental	13,636	12,375	1,261	16,500	16,500	-
Land Leases	7,965	8,200	(235)	8,000	8,200	(200)
Interest on investments	111,551	71,253	40,298	187,000	95,000	92,000
Interest on outstanding taxes	57,333	54,700	2,633	63,100	72,000	(8,900)
Miscellaneous	1,927	-	1,927	2,000	50,000	(48,000)
Provincial Financial Capacity Grant	52,401	52,500	(99)	69,900	70,000	(100)
Farm Acreage Grant	1,354	1,200	154	1,300	1,200	100
EMO 911 Cost Recovery	1,953	1,900	53	1,900	1,900	-
Employment grants	8,191	4,500	3,691	8,100	4,500	3,600
PNS conditional grants	16,250	-	16,250	7,500	-	7,500
Other conditional grants	78,196	32,100	46,096	116,200	32,100	84,100
Federal Grants	27,827	2,400	25,427	-	2,400	(2,400)
	<u>12,119,311</u>	<u>12,819,781</u>	<u>(700,470)</u>	<u>13,740,800</u>	<u>13,457,000</u>	<u>283,800</u>
EXPENSES						
Salary and wages	2,204,652	2,276,081	(71,429)	2,914,100	2,992,900	(78,800)
Employee Benefits	519,179	524,189	(5,010)	714,300	684,900	29,400
Meetings, Meals and Travel	12,901	14,178	(1,277)	19,500	20,900	(1,400)
Professional Development	59,562	82,860	(23,298)	69,200	102,500	(33,300)
Membership Dues & Fees	15,248	18,503	(3,255)	21,800	21,000	800
Advertising	14,231	15,745	(1,514)	18,700	19,900	(1,200)
Telecommunications	31,937	29,130	2,807	43,000	39,100	3,900
Office Expense	42,671	44,886	(2,215)	55,700	57,300	(1,600)
Legal	84,479	41,024	43,455	112,200	53,000	59,200
Insurance	215,872	201,750	14,122	234,900	209,500	25,400
Marketing and Communications	-	4,200	(4,200)	1,000	5,600	(4,600)
Audit	10,486	-	10,486	26,000	23,200	2,800
Honorariums	179,341	185,959	(6,618)	233,200	239,300	(6,100)
Miscellaneous	1,706	2,400	(694)	3,200	3,200	-
Heat	13,907	17,500	(3,593)	40,100	39,700	400
Utilities	149,386	140,294	9,092	210,700	197,600	13,100
Repairs and Maintenance	85,434	100,538	(15,104)	101,000	111,700	(10,700)
Vehicle Fuel	41,390	46,403	(5,013)	77,300	79,900	(2,600)
Vehicle Repairs & Maintenance	188,090	137,325	50,765	241,300	182,700	58,600
Vehicle Insurance	26,766	24,000	2,766	26,800	24,000	2,800
Operational Equip & Supplies	577,504	521,559	55,945	668,500	625,600	42,900
Equipment Maintenance	12,364	11,250	1,114	16,100	15,000	1,100
Equipment Rentals	20,958	20,000	958	21,100	20,000	1,100
Program Expenditures	222,792	222,638	154	251,400	243,000	8,400
Contracted Services	2,205,879	2,338,320	(132,441)	2,919,100	2,932,300	(13,200)
Grants to Organizations	87,000	195,000	(108,000)	217,000	275,000	(58,000)
Licenses and Permits	1,474	-	1,474	3,500	3,400	100
Tax Exemptions	125,092	124,120	972	125,100	124,200	900
Partner Contributions	1,659,228	1,583,878	75,350	2,146,500	2,137,500	9,000
Other debt charges	9,426	9,700	(274)	9,500	10,000	(500)
Doubtful accounts allowance	-	-	-	2,500	2,500	-
	<u>8,818,955</u>	<u>8,933,430</u>	<u>(114,475)</u>	<u>11,544,300</u>	<u>11,496,400</u>	<u>47,900</u>
Net Operational Surplus (Deficit)	<u>3,300,356</u>	<u>3,886,351</u>	<u>(585,995)</u>	<u>2,196,500</u>	<u>1,960,600</u>	<u>235,900</u>
Capital Program & Reserves						
Principal Debenture Repayments	638,290	638,290	-	638,300	638,300	-
Debenture Interest	185,049	185,119	(70)	219,600	211,700	7,900
Transfer to/(from) Operating Reserves	-	-	-	5,000	5,000	-
Transfer to Capital Reserves	-	-	-	1,260,600	1,260,600	-
Transfer to Capital Fund	-	-	-	220,000	-	220,000
Transfer from Operating Reserves	-	-	-	(24,200)	(155,000)	130,800
	<u>823,339</u>	<u>823,409</u>	<u>(70)</u>	<u>2,319,300</u>	<u>1,960,600</u>	<u>358,700</u>
Net Surplus (Deficit)	<u>\$ 2,477,017</u>	<u>\$ 3,062,942</u>	<u>\$ (585,925)</u>	<u>\$ (122,800)</u>	<u>\$ -</u>	<u>\$ (122,800)</u>

Town of Wolfville
General Government Division
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual	Budget	VARIANCE	Forecast	Budget	
	31-Dec-23	31-Dec-23		03/31/24	03/31/24	
REVENUES						
Residential Tax	7,901,720	7,885,800	15,920	7,901,700	7,885,800	15,900
Resource Tax	13,664	14,400	(736)	13,600	14,400	(800)
Commercial Tax	1,458,432	1,472,700	(14,268)	1,458,400	1,472,700	(14,300)
Town Business Occupancy Tax	26,695	24,300	2,395	26,700	24,300	2,400
Aliant	14,020	21,000	(6,980)	18,500	21,000	(2,500)
HST Offset Grant	34,268	45,000	(10,732)	34,200	45,000	(10,800)
Deed Transfer Tax	466,572	362,279	104,293	531,600	465,000	66,600
Commercial Area Rate	103,855	100,000	3,855	103,800	100,000	3,800
Post Office GILT	-	20,500	(20,500)	20,500	20,500	-
Acadia GILT	-	1,028,000	(1,028,000)	1,028,000	1,028,000	-
Tax Certificates & ByLaws	2,500	1,350	1,150	2,700	1,800	900
Kings County Fire Protection	125,214	125,250	(36)	167,000	167,000	-
Cost recoveries from Water Util	106,707	106,746	(39)	142,300	142,300	-
Cost recoveries from Sewer Dept	2,850	2,850	-	3,800	3,800	-
Facility Rental	12,326	12,375	(49)	16,500	16,500	-
Land Leases	-	200	(200)	-	200	(200)
Interest on investments	111,551	71,253	40,298	187,000	95,000	92,000
Interest on outstanding taxes	57,333	54,700	2,633	63,100	72,000	(8,900)
Miscellaneous/dividend	700	-	700	700	50,000	(49,300)
Equilization Grant	52,401	52,500	(99)	69,900	70,000	(100)
Farm Acreage Grant	1,354	1,200	154	1,300	1,200	100
Other conditional grants	39,546	-	39,546	77,500	-	77,500
	10,531,708	11,402,403	(870,695)	11,868,800	11,696,500	172,300
EXPENSES						
Salary and wages	559,290	555,059	4,231	742,200	759,600	(17,400)
Employee Benefits	143,523	130,670	12,853	200,000	177,400	22,600
Meals and Travel	3,954	5,625	(1,671)	5,700	7,500	(1,800)
Professional Development	57,374	71,610	(14,236)	64,200	87,500	(23,300)
Membership Dues & Fees	8,760	7,803	957	11,200	9,500	1,700
Advertising	5,711	6,567	(856)	8,300	8,600	(300)
Telecommunications	10,367	9,810	557	14,000	13,200	800
Office Expense	29,115	25,011	4,104	35,800	31,000	4,800
Legal	52,707	18,747	33,960	67,600	25,000	42,600
Insurance	209,970	199,500	10,470	228,300	202,000	26,300
Marketing and Communications	-	1,575	(1,575)	1,000	2,100	(1,100)
Audit	10,486	-	10,486	26,000	23,200	2,800
Stipends/Honorariums	145,491	144,959	532	199,300	198,300	1,000
Miscellaneous	367	2,400	(2,033)	1,600	3,200	(1,600)
Heat	6,944	9,200	(2,256)	22,700	22,700	-
Utilities	3,626	4,278	(652)	5,200	5,700	(500)
Repairs and Maintenance	33,927	16,094	17,833	38,200	18,000	20,200
Operational Equip & Supplies	146,638	109,869	36,769	157,800	118,800	39,000
Contracted Services	68,037	80,285	(12,248)	110,300	94,500	15,800
Grants to Organizations	6,000	120,000	(114,000)	126,000	200,000	(74,000)
Tax Exemptions	125,092	124,120	972	125,100	124,200	900
Election	-	-	-	-	-	-
Other debt charges	9,426	9,700	(274)	9,500	10,000	(500)
Doubtful accounts allowance	-	-	-	2,500	2,500	-
	1,723,313	1,709,517	13,796	2,300,000	2,210,000	90,000
Net Division Surplus (Deficit)	8,808,395	9,692,886	(884,491)	9,568,800	9,486,500	82,300
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-		65,000	(65,000)
Net Surplus (Deficit)	\$ 8,808,395	\$ 9,692,886	\$ (884,491)	\$ 9,568,800	\$ 9,551,500	\$ 17,300

Town of Wolfville
Legislative
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
<u>EXPENSES</u>						
Employee Benefits	5,081	5,560	(479)	6,900	7,500	(600)
Meetings, Meals and Travel	1,681	3,753	(2,072)	2,600	5,000	(2,400)
Professional Development	18,237	26,610	(8,373)	19,200	27,500	(8,300)
Membership Dues & Fees	5,206	5,103	103	7,200	6,800	400
Advertising	2,831	375	2,456	3,000	500	2,500
Telecommunications	1,647	1,800	(153)	2,200	2,400	(200)
Stipends & Honorariums	145,491	144,959	532	199,300	198,300	1,000
Miscellaneous	295	2,025	(1,730)	1,400	2,700	(1,300)
	<u>180,469</u>	<u>190,185</u>	<u>(9,716)</u>	<u>241,800</u>	<u>250,700</u>	<u>(8,900)</u>
Net Department Surplus (Deficit)	(180,469)	(190,185)	9,716	(241,800)	(250,700)	8,900
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Surplus (Deficit)	<u>\$ (180,469)</u>	<u>\$ (190,185)</u>	<u>\$ 9,716</u>	<u>\$ (241,800)</u>	<u>\$ (250,700)</u>	<u>\$ 8,900</u>

Town of Wolfville
General Administration
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Miscellaneous		-	-		-	-
TOTAL REVENUE	-	-	-	-	-	-
EXPENSES						
Salary and wages	214,194	208,524	5,670	266,200	285,400	(19,200)
Employee Benefits	42,558	42,179	379	57,300	57,200	100
Meetings, Meals and Travel	1,268	747	521	1,500	1,000	500
Membership Dues & Fees	2,447	1,800	647	2,600	1,800	800
Advertising	2,880	6,039	(3,159)	5,300	7,900	(2,600)
Telecommunications	1,670	1,701	(31)	2,300	2,300	-
Office Expense	688	900	(212)	1,000	1,200	(200)
Legal	13,897	11,250	2,647	17,600	15,000	2,600
Marketing and Communications	-	1,575	(1,575)	1,000	2,100	(1,100)
Program Expenditures	-	9,375	(9,375)	-	12,500	(12,500)
Contracted Services	7,092	41,250	(34,158)	29,600	55,000	(25,400)
	<u>286,694</u>	<u>325,340</u>	<u>(38,646)</u>	<u>384,400</u>	<u>441,400</u>	<u>(57,000)</u>
Net Department Surplus (Deficit)	(286,694)	(325,340)	(38,646)	(384,400)	(441,400)	(57,000)
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-			-
Net Surplus (Deficit)	<u>\$ (286,694)</u>	<u>\$ (325,340)</u>	<u>\$ (38,646)</u>	<u>\$ (384,400)</u>	<u>\$ (441,400)</u>	<u>\$ (57,000)</u>

Town of Wolfville
Human Resources
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Other conditional grants	900	-	(900)	900		(900)
	900	-	(900)	900	-	(900)
EXPENSES						
Employee Benefits	17,292	8,698	8,594	19,900	11,000	8,900
Meetings, Meals and Travel	1,005	750	255	1,500	1,000	500
Professional Development	39,137	45,000	(5,863)	45,000	60,000	(15,000)
Telecommunications	32	-	32	100	-	100
Office Expense	273	-	273	500		500
Legal	38,810	7,497	31,313	50,000	10,000	40,000
Operational Equip & Supplies	14,163	13,125	1,038	17,600	14,500	3,100
Contracted Services	6,494	-	6,494	6,500	-	6,500
	117,206	75,070	42,136	141,100	96,500	44,600
Net Department Surplus (Deficit)	(116,306)	(75,070)	(43,036)	(140,200)	(96,500)	(45,500)
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-	-	-	-
Net Surplus (Deficit)	\$ (116,306)	\$ (75,070)	\$ (43,036)	\$ (140,200)	\$ (96,500)	\$ (45,500)

Town of Wolfville
Finance
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Tax Certificates & ByLaws	2,500	1,350	1,150	2,700	1,800	900
Cost recoveries from Water Util	72,675	72,714	(39)	96,900	96,900	-
Miscellaneous	560		560	500		500
	<u>75,735</u>	<u>74,064</u>	<u>1,671</u>	<u>100,100</u>	<u>98,700</u>	<u>1,400</u>
EXPENSES						
Salary and wages	227,292	225,068	2,224	315,500	308,000	7,500
Employee Benefits	50,266	44,898	5,368	76,200	61,500	14,700
Meetings, Meals and Travel	-	225	(225)	100	300	(200)
Membership Dues & Fees	688	900	(212)	900	900	-
Telecommunications	630	972	(342)	900	1,300	(400)
Office Expense	1,567	2,178	(611)	2,300	3,000	(700)
Audit	10,486	-	10,486	26,000	23,200	2,800
Miscellaneous	72	375	(303)	200	500	(300)
Contracted Services	-	-	-	16,000	-	16,000
	<u>291,001</u>	<u>274,616</u>	<u>16,385</u>	<u>438,100</u>	<u>398,700</u>	<u>39,400</u>
Net Department Surplus (Deficit)	(215,266)	(200,552)	(14,714)	(338,000)	(300,000)	(38,000)
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Surplus (Deficit)	<u>\$ (215,266)</u>	<u>\$ (200,552)</u>	<u>\$ (14,714)</u>	<u>\$ (338,000)</u>	<u>\$ (300,000)</u>	<u>\$ (38,000)</u>

Town of Wolfville
Information Technology
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES			-			-
Cost recoveries from Water Util	26,010	26,010	-	34,700	34,700	-
Cost recoveries from Sewer Dept	2,850	2,850	-	3,800	3,800	-
Miscellaneous			-	-		-
	<u>28,860</u>	<u>28,860</u>	<u>-</u>	<u>38,500</u>	<u>38,500</u>	<u>-</u>
EXPENSES						
Salary and wages	115,682	112,253	3,429	158,300	153,600	4,700
Employee Benefits	28,305	26,713	1,592	39,600	36,600	3,000
Meetings, Meals and Travel	-	150	(150)	-	200	(200)
Membership Dues & Fees	419		419	500		500
Telecommunications	5,100	3,690	1,410	6,800	5,000	1,800
Office Expense	66		66	100		100
Operational Equip & Supplies	129,236	95,241	33,995	136,800	102,300	34,500
Contracted Services	49,376	39,035	10,341	51,900	39,500	12,400
	<u>328,184</u>	<u>277,082</u>	<u>51,102</u>	<u>394,000</u>	<u>337,200</u>	<u>56,800</u>
Net Department Surplus (Deficit)	(299,324)	(248,222)	(51,102)	(355,500)	(298,700)	(56,800)
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Surplus (Deficit)	<u>\$ (299,324)</u>	<u>\$ (248,222)</u>	<u>\$ (51,102)</u>	<u>\$ (355,500)</u>	<u>\$ (298,700)</u>	<u>\$ (56,800)</u>

Town of Wolfville
General Government Common Services - Town Hall
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Cost recoveries from Water Util	8,022	8,022	-	10,700	10,700	-
Other conditional grants	11,646		11,646	11,600	-	11,600
TOTAL REVENUE	19,668	8,022	11,646	22,300	10,700	11,600
EXPENSES						
Salary and wages	2,122	9,214	(7,092)	2,200	12,600	(10,400)
Employee Benefits	21	2,622	(2,601)	100	3,600	(3,500)
Advertising	-	153	(153)	-	200	(200)
Telecommunications	1,288	1,647	(359)	1,700	2,200	(500)
Office Expense	26,521	21,933	4,588	31,900	26,800	5,100
Heat	6,944	9,200	(2,256)	22,700	22,700	-
Utilities	3,626	4,278	(652)	5,200	5,700	(500)
Repairs and Maintenance	33,927	16,094	17,833	38,200	18,000	20,200
Operational Equip & Supplies	3,239	1,503	1,736	3,400	2,000	1,400
Contracted Services	5,075		5,075	6,300		6,300
	82,763	66,644	16,119	111,700	93,800	17,900
Net Department Surplus (Deficit)	(63,095)	(58,622)	(4,473)	(89,400)	(83,100)	(6,300)
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-	-	-	-
Net Surplus (Deficit)	\$ (63,095)	\$ (58,622)	\$ (4,473)	\$ (89,400)	\$ (83,100)	\$ (6,300)

Town of Wolfville
Other General Government
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
REVENUES						
Residential Tax	7,901,720	7,885,800	15,920	7,901,700	7,885,800	15,900
Resource Tax	13,664	14,400	(736)	13,600	14,400	(800)
Commercial Tax	1,458,432	1,472,700	(14,268)	1,458,400	1,472,700	(14,300)
NSLC - GILT	26,695	24,300	2,395	26,700	24,300	2,400
Aliant	14,020	21,000	(6,980)	18,500	21,000	(2,500)
HST Offset Grant	34,268	45,000	(10,732)	34,200	45,000	(10,800)
Deed Transfer Tax	466,572	362,279	104,293	531,600	465,000	66,600
Commercial Area Rate	103,855	100,000	3,855	103,800	100,000	3,800
Post Office GILT	-	20,500	(20,500)	20,500	20,500	-
Acadia GILT	-	1,028,000	(1,028,000)	1,028,000	1,028,000	-
Kings County Fire Protection	125,214	125,250	(36)	167,000	167,000	-
Facility Rental	12,326	12,375	(49)	16,500	16,500	-
Land Leases	-	200	(200)	-	200	(200)
Interest on investments	111,551	71,253	40,298	187,000	95,000	92,000
Interest on outstanding taxes	57,333	54,700	2,633	63,100	72,000	(8,900)
Miscellaneous	140	-	140	200	50,000	(49,800)
Equalization/Financial Capacity Grant	52,401	52,500	(99)	69,900	70,000	(100)
Farm Acreage Grant	1,354	1,200	154	1,300	1,200	100
Other conditional grants	27,000		27,000	65,000	-	65,000
TOTAL REVENUE	10,406,545	11,291,457	(884,912)	11,707,000	11,548,600	158,400
EXPENSES						
Insurance	209,970	199,500	10,470	228,300	202,000	26,300
Miscellaneous	-		-	-		-
Program Expenditures	86,508	47,260	39,248	97,500	53,000	44,500
Grants to Organizations	6,000	120,000	(114,000)	126,000	200,000	(74,000)
Tax Exemptions	125,092	124,120	972	125,100	124,200	900
Other debt charges/bank fees	9,426	9,700	(274)	9,500	10,000	(500)
Debenture interest	-		-	-		-
Doubtful accounts allowance	-		-	2,500	2,500	-
	436,996	500,580	(63,584)	588,900	591,700	(2,800)
Net Department Surplus (Deficit)	9,969,549	10,790,877	(821,328)	11,118,100	10,956,900	161,200
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-			-
Net Surplus (Deficit)	<u>\$ 9,969,549</u>	<u>\$ 10,790,877</u>	<u>\$ (821,328)</u>	<u>\$ 11,118,100</u>	<u>\$ 10,956,900</u>	<u>\$ 161,200</u>

Town of Wolfville
Protective Services Division
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Fire Protection Rate	488,995	396,100	92,895	489,000	396,100	92,900
Kings County Fire Protection	127,455	129,075	(1,620)	166,500	172,100	(5,600)
REMO Cost Recovery	60,000	60,000	-	75,300	80,000	(4,700)
License & fee revenue	501	-	501	3,000	5,000	(2,000)
Parking fines	10,712	13,500	(2,788)	14,100	18,000	(3,900)
Other fines	22,275	17,000	5,275	29,400	23,000	6,400
Miscellaneous	620	-	620	600	-	600
EMO 911 Cost Recovery	1,953	1,900	53	1,900	1,900	-
Other conditional grants	26,000	-	26,000	26,000	-	26,000
	738,511	617,575	120,936	805,800	696,100	109,700
EXPENSES						
Salary and wages	186,216	197,814	(11,598)	259,300	272,300	(13,000)
Employee Benefits	31,652	37,801	(6,149)	46,100	51,400	(5,300)
Seasonal Wages	-	-	-	-	-	-
Employee Benefits Seasonal wag	-	-	-	-	-	-
Meals and Travel	3,564	4,275	(711)	5,300	5,700	(400)
Professional Development	2,188	11,250	(9,062)	5,000	15,000	(10,000)
Membership Dues & Fees	184	1,100	(916)	600	1,900	(1,300)
Telecommunications	7,971	8,064	(93)	11,000	10,800	200
Office Expense	(61)	3,153	(3,214)	1,200	4,300	(3,100)
Legal	16,020	8,250	7,770	21,300	11,000	10,300
Insurance	5,902	2,250	3,652	6,600	7,500	(900)
Marketing and Communications	-	750	(750)	-	1,000	(1,000)
Stipends & Honorariums	33,850	41,000	(7,150)	33,900	41,000	(7,100)
Heat	2,976	4,300	(1,324)	6,200	7,000	(800)
Utilities	10,385	11,225	(840)	17,800	17,800	-
Repairs and Maintenance	9,974	9,197	777	13,100	12,200	900
Vehicle Fuel	8,719	6,003	2,716	10,800	8,000	2,800
Vehicle Repairs & Maintenance	44,845	38,925	5,920	57,500	51,500	6,000
Vehicle Insurance	12,794	12,500	294	12,800	12,500	300
Operational Equip & Supplies	88,040	54,872	33,168	96,000	68,500	27,500
Equipment Maintenance	12,364	11,250	1,114	16,100	15,000	1,100
Contracted Services	1,707,544	1,646,329	61,215	2,288,700	2,192,800	95,900
Licenses and Permits	1,474	-	1,474	1,900	1,800	100
Debenture interest	1,736	1,700	36	1,700	1,700	-
	2,188,337	2,112,008	76,329	2,912,900	2,810,700	102,200
Net Division Surplus (Deficit)	(1,449,826)	(1,494,433)	44,607	(2,107,100)	(2,114,600)	7,500
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-		-	-
Net Surplus (Deficit)	\$ (1,449,826)	\$ (1,494,433)	\$ 44,607	\$ (2,107,100)	\$ (2,114,600)	\$ 7,500

Town of Wolfville
Police and Law Enforcement
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Other fines	22,275	13,500	8,775	25,200	18,000	7,200
	<u>22,275</u>	<u>13,500</u>	<u>8,775</u>	<u>25,200</u>	<u>18,000</u>	<u>7,200</u>
EXPENSES						
Salary and wages	1,353	5,500	(4,147)	1,400	7,500	(6,100)
Employee Benefits	11	1,320	(1,309)	200	1,800	(1,600)
Legal	5,550	6,000	(450)	9,800	8,000	1,800
Utilities	1,947	2,425	(478)	3,000	3,500	(500)
Repairs and Maintenance	1,307	2,400	(1,093)	1,900	3,200	(1,300)
Contracted Services	1,366,308	1,326,725	39,583	1,820,900	1,767,300	53,600
	<u>1,376,476</u>	<u>1,344,370</u>	<u>32,106</u>	<u>1,837,200</u>	<u>1,791,300</u>	<u>45,900</u>
Net Department Surplus (Deficit)	(1,354,201)	(1,330,870)	(23,331)	(1,812,000)	(1,773,300)	(38,700)
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-			-
Net Surplus (Deficit)	<u>\$ (1,354,201)</u>	<u>\$ (1,330,870)</u>	<u>\$ (23,331)</u>	<u>\$ (1,812,000)</u>	<u>\$ (1,773,300)</u>	<u>\$ (38,700)</u>

Town of Wolfville
Bylaw Enforcement
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Parking fines	10,712	13,500	(2,788)	14,100	18,000	(3,900)
Other fines	-	3,500	(3,500)	4,200	5,000	(800)
Miscellaneous	620	-	620	600	-	600
	<u>11,332</u>	<u>17,000</u>	<u>(5,668)</u>	<u>18,900</u>	<u>23,000</u>	<u>(4,100)</u>
EXPENSES						
Salary and wages	60,659	67,297	(6,638)	85,600	91,500	(5,900)
Employee Benefits	16,656	16,152	504	22,200	22,000	200
Meetings, Meals and Travel	20	225	(205)	200	300	(100)
Membership Dues & Fees	75	300	(225)	100	300	(200)
Telecommunications	1,218	1,413	(195)	1,700	1,900	(200)
Office Expense	508	1,128	(620)	1,100	1,600	(500)
Legal	10,470	2,250	8,220	11,500	3,000	8,500
Marketing and Communications	-	750	(750)	-	1,000	(1,000)
Vehicle Fuel	-	-	-	-	-	-
Vehicle Repairs & Maintenance	707	1,125	(418)	1,300	1,500	(200)
Vehicle Insurance	806	600	206	800	600	200
Operational Equip & Supplies	4,485	4,000	485	5,600	4,000	1,600
Contracted Services	-	-	-	-	-	-
	<u>95,604</u>	<u>95,240</u>	<u>364</u>	<u>130,100</u>	<u>127,700</u>	<u>2,400</u>
Net Department Surplus (Deficit)	(84,272)	(78,240)	(6,032)	(111,200)	(104,700)	(6,500)
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-	-	-	-
Net Surplus (Deficit)	<u>\$ (84,272)</u>	<u>\$ (78,240)</u>	<u>\$ (6,032)</u>	<u>\$ (111,200)</u>	<u>\$ (104,700)</u>	<u>\$ (6,500)</u>

Town of Wolfville
Fire Service
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Fire Protection Rate	488,995	396,100	92,895	489,000	396,100	92,900
Kings County Fire Protection	127,455	129,075	(1,620)	166,500	172,100	(5,600)
Other conditional grants	26,000	-	26,000	26,000	-	26,000
	<u>642,450</u>	<u>525,175</u>	<u>117,275</u>	<u>681,500</u>	<u>568,200</u>	<u>113,300</u>
EXPENSES						
Salary and wages	66,346	66,060	286	90,900	90,800	100
Employee Benefits	6,262	10,590	(4,328)	11,200	14,000	(2,800)
Meetings, Meals and Travel	1,946	1,872	74	2,700	2,500	200
Professional Development	2,188	11,250	(9,062)	5,000	15,000	(10,000)
Membership Dues & Fees	109	800	(691)	500	1,600	(1,100)
Telecommunications	6,441	6,273	168	8,900	8,400	500
Office Expense	(569)	378	(947)	100	500	(400)
Insurance	5,902	2,250	3,652	6,600	7,500	(900)
Stipends & Honorariums	33,850	41,000	(7,150)	33,900	41,000	(7,100)
Heat	2,976	4,300	(1,324)	6,200	7,000	(800)
Utilities	8,438	8,800	(362)	14,800	14,300	500
Repairs and Maintenance	8,667	6,797	1,870	11,200	9,000	2,200
Vehicle Fuel	8,719	6,003	2,716	10,800	8,000	2,800
Vehicle Repairs & Maintenance	44,138	37,800	6,338	56,200	50,000	6,200
Vehicle Insurance	11,988	11,900	88	12,000	11,900	100
Operational Equip & Supplies	80,768	48,247	32,521	86,800	61,000	25,800
Equipment Maintenance	12,364	11,250	1,114	16,100	15,000	1,100
Contracted Services	329,965	308,354	21,611	452,800	410,500	42,300
Licenses and Permits	1,474		1,474	1,900	1,800	100
	<u>631,972</u>	<u>583,924</u>	<u>48,048</u>	<u>828,600</u>	<u>769,800</u>	<u>58,800</u>
Net Department Surplus (Deficit)	<u>10,478</u>	<u>(58,749)</u>	<u>69,227</u>	<u>(147,100)</u>	<u>(201,600)</u>	<u>54,500</u>

Town of Wolfville
Emergency Measures
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
REMO Cost Recovery	60,000	60,000	-	75,300	80,000	4,700
	60,000	60,000	-	75,300	80,000	4,700
EXPENSES						
Salary and wages	43,431	44,213	782	59,400	60,500	1,100
Employee Benefits	7,355	7,961	606	10,100	10,900	800
Meetings, Meals and Travel	1,598	2,178	(580)	2,400	2,900	(500)
Advertising			-	-		-
Telecommunications	312	378	(66)	400	500	(100)
Office Expense	-	1,647	(1,647)	-	2,200	(2,200)
Operational Equip & Supplies	2,208	2,250	(42)	3,000	3,000	-
	54,904	58,627	(3,723)	75,300	80,000	(4,700)
Net Department Surplus (Deficit)	5,096	1,373	3,723	-	-	9,400
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-	-	-	-
Net Surplus (Deficit)	\$ 5,096	\$ 1,373	\$ 3,723	\$ -	\$ -	\$ 9,400

Town of Wolfville
Other Protective Service Costs
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
<u>REVENUES</u>						
Kings County Fire Protection	-	-	-	-	-	-
License & fee revenue	501	-	501	3,000	5,000	(2,000)
EMO 911 Cost Recovery	1,953	1,900	53	1,900	1,900	-
	<u>2,454</u>	<u>1,900</u>	<u>554</u>	<u>4,900</u>	<u>6,900</u>	<u>(2,000)</u>
<u>EXPENSES</u>						
Salary and wages	14,427	14,744	(317)	22,000	22,000	-
Employee Benefits	1,368	1,778	(410)	2,400	2,700	(300)
Operational Equip & Supplies	579	375	204	600	500	100
Contracted Services	11,271	11,250	21	15,000	15,000	-
Debenture interest	1,736	1,700	36	1,700	1,700	-
	<u>29,381</u>	<u>29,847</u>	<u>(466)</u>	<u>41,700</u>	<u>41,900</u>	<u>(200)</u>
Net Department Surplus (Deficit)	(26,927)	(27,947)	1,020	(36,800)	(35,000)	(1,800)
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-	-	-	-
Net Surplus (Deficit)	<u>\$ (26,927)</u>	<u>\$ (27,947)</u>	<u>\$ 1,020</u>	<u>\$ (36,800)</u>	<u>\$ (35,000)</u>	<u>\$ (1,800)</u>

Town of Wolfville
Public Works Division
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Metered Sales - Solar Panels	9,742	11,300	(1,558)	11,400	14,800	(3,400)
Job Cost billings	3,500	6,000	(2,500)	3,500	6,000	(2,500)
Cost recoveries from Water Util	111,825	111,825	-	149,100	149,100	-
Cost recoveries from Sewer Dept	45,450	45,450	-	60,600	60,600	-
Land Leases	7,965	8,000	(35)	8,000	8,000	-
TOTAL REVENUE	178,923	182,575	(3,652)	233,100	238,500	(5,400)
EXPENSES						
Salary and wages	533,381	489,606	43,775	755,500	667,200	88,300
Employee Benefits	138,414	116,200	22,214	200,300	158,500	41,800
Meals and Travel	1,589	1,500	89	3,800	4,000	(200)
Membership Dues & Fees	2,196	1,300	896	2,700	1,300	1,400
Advertising	469	-	469	500	-	500
Telecommunications	4,980	4,140	840	6,400	5,600	800
Office Expense	3,991	5,100	(1,109)	5,100	6,500	(1,400)
Legal	2,818	6,530	(3,712)	4,600	7,000	(2,400)
Heat	3,987	4,000	(13)	11,200	10,000	1,200
Utilities	29,709	26,570	3,139	46,800	43,100	3,700
Repairs and Maintenance	19,259	19,750	(491)	24,700	25,000	(300)
Vehicle Fuel	22,270	34,300	(12,030)	55,300	65,400	(10,100)
Vehicle Repairs & Maintenance	92,505	63,900	28,605	122,600	85,200	37,400
Vehicle Insurance	5,772	5,000	772	5,800	5,000	800
Operational Equip & Supplies	160,279	140,478	19,801	214,900	204,100	10,800
Equipment Rentals	18,622	20,000	(1,378)	18,700	20,000	(1,300)
Contracted Services	308,800	419,425	(110,625)	319,800	427,800	(108,000)
Licenses and Permits	-	-	-	1,600	1,600	-
Debenture interest	125,214	133,078	(7,864)	153,200	153,200	-
	1,474,255	1,490,877	(16,622)	1,953,500	1,890,500	63,000
Net Division Surplus (Deficit)	(1,295,332)	(1,308,302)	12,970	(1,720,400)	(1,652,000)	(68,400)

Town of Wolfville
Public Works Common Services
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
REVENUES						
Metered Sales - Solar Panels	9,742	11,300		11,400	14,800	(3,400)
Cost recoveries from Water Util	73,425	73,425	-	97,900	97,900	-
Cost recoveries from Sewer Dept	22,425	22,425	-	29,900	29,900	-
TOTAL REVENUE	105,592	107,150	-	139,200	142,600	(3,400)
EXPENSES						
Salary and wages	176,208	149,000	27,208	237,400	203,600	33,800
Employee Benefits	45,904	31,300	14,604	60,500	42,800	17,700
Meetings, Meals and Travel	355	750	(395)	600	1,000	(400)
Membership Dues & Fees	2,196	1,300	896	2,700	1,300	1,400
Advertising	469		469	500		500
Telecommunications	4,980	4,140	840	6,400	5,600	800
Office Expense	3,991	5,100	(1,109)	5,100	6,500	(1,400)
Legal	2,818	6,530	(3,712)	4,600	7,000	(2,400)
Heat	3,987	4,000	(13)	11,200	10,000	1,200
Utilities	9,214	7,160	2,054	19,200	16,700	2,500
Repairs and Maintenance	19,259	19,750	(491)	24,700	25,000	(300)
Operational Equip & Supplies	337	2,250	(1,913)	1,300	3,000	(1,700)
Contracted Services	3,810	4,200	(390)	6,500	5,600	900
Licenses and Permits	-		-	1,600	1,600	-
	273,528	235,480	38,048	382,300	329,700	52,600
Net Department Surplus (Deficit)	(167,936)	(128,330)	(38,048)	(243,100)	(187,100)	(56,000)

Town of Wolfville
Roads and Streets
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Cost recoveries from Water Util	38,400	38,400	-	51,200	51,200	-
Cost recoveries from Sewer Dept	23,025	23,025	-	30,700	30,700	-
Miscellaneous	441		441	500		500
	<u>61,866</u>	<u>61,425</u>	<u>441</u>	<u>82,400</u>	<u>81,900</u>	<u>500</u>
EXPENSES						
Salary and wages	351,383	331,506	19,877	512,300	454,500	57,800
Employee Benefits	92,133	82,800	9,333	138,500	113,600	24,900
Meetings, Meals and Travel	1,234	750	484	3,200	3,000	200
Vehicle Fuel	22,270	34,300	(12,030)	55,300	65,400	(10,100)
Vehicle Repairs & Maintenance	92,505	63,900	28,605	122,600	85,200	37,400
Vehicle Insurance	5,772	5,000	772	5,800	5,000	800
Operational Equip & Supplies	128,496	80,828	47,668	181,200	138,100	43,100
Equipment Rentals	18,622	20,000	(1,378)	18,700	20,000	(1,300)
Contracted Services	282,291	374,100	(91,809)	289,000	380,700	(91,700)
	<u>994,706</u>	<u>993,184</u>	<u>1,522</u>	<u>1,326,600</u>	<u>1,265,500</u>	<u>61,100</u>
Net Department Surplus (Deficit)	(932,840)	(931,759)	(1,081)	(1,244,200)	(1,183,600)	(60,600)
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Surplus (Deficit)	<u>\$ (932,840)</u>	<u>\$ (931,759)</u>	<u>\$ (1,081)</u>	<u>\$ (1,244,200)</u>	<u>\$ (1,183,600)</u>	<u>\$ (60,600)</u>

Town of Wolfville
Street Lighting
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
EXPENSES						
Utilities	20,495	19,410	1,085	27,600	26,400	1,200
Operational Equip & Supplies	-	15,000	(15,000)	-	20,000	(20,000)
Contracted Services	4,649	1,125	(3,524)	6,200	1,500	(4,700)
	25,144	35,535	(10,391)	33,800	47,900	(14,100)
Net Department Surplus (Deficit)	(25,144)	(35,535)	10,391	(33,800)	(47,900)	14,100

Town of Wolfville
Traffic Services
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
<u>EXPENSES</u>						
Salary and wages	5,790	9,100	(3,310)	5,800	9,100	(3,300)
Employee Benefits	377	2,100	(1,723)	1,300	2,100	(800)
Operational Equip & Supplies	31,446	42,400	(10,954)	32,400	43,000	(10,600)
Contracted Services	18,050	40,000	(21,950)	18,100	40,000	(21,900)
	<u>55,663</u>	<u>93,600</u>	<u>(37,937)</u>	<u>57,600</u>	<u>94,200</u>	<u>(36,600)</u>
Net Department Surplus (Deficit)	<u>(55,663)</u>	<u>(93,600)</u>	<u>37,937</u>	<u>(57,600)</u>	<u>(94,200)</u>	<u>36,600</u>

Town of Wolfville
Other Transportation Expenses
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
<u>REVENUES</u>						
Job Cost billings	3,500	6,000	(2,500)	3,500	6,000	(2,500)
Land Leases	7,965	8,000	(35)	8,000	8,000	-
	<u>11,465</u>	<u>14,000</u>	<u>(2,535)</u>	<u>11,500</u>	<u>14,000</u>	<u>(2,500)</u>
<u>EXPENSES</u>						
Contracted Services			-			-
Other debt charges			-			-
Debenture interest	125,214	133,078	(7,864)	153,200	153,200	-
	<u>125,214</u>	<u>133,078</u>	<u>(7,864)</u>	<u>153,200</u>	<u>153,200</u>	<u>-</u>
Net Department Surplus (Deficit)	<u>(113,749)</u>	<u>(119,078)</u>	<u>5,329</u>	<u>(141,700)</u>	<u>(139,200)</u>	<u>(2,500)</u>

Town of Wolfville
Sewer & Solid Waste Division
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
<u>REVENUE</u>						
Sewer Rates	510,403	513,128	(2,725)	680,300	686,000	(5,700)
Kings County Sewer Contribution	-	-	-	6,000	6,000	-
TOTAL REVENUE	510,403	513,128	(2,725)	686,300	692,000	(5,700)
<u>EXPENSES</u>						
Salary and wages	44,352	108,132	(63,780)	61,000	144,100	(83,100)
Employee Benefits	5,785	27,948	(22,163)	10,100	37,200	(27,100)
Telecommunications	458	-	458	700	-	700
Utilities	84,967	75,396	9,571	114,200	102,200	12,000
Repairs and Maintenance	963	-	963	1,300	-	1,300
Vehicle Fuel	-	-	-	-	-	-
Vehicle Repairs & Maintenance	23,205	15,750	7,455	30,900	21,000	9,900
Vehicle Insurance	482	1,500	(1,018)	500	1,500	(1,000)
Operational Equip & Supplies	72,206	93,890	(21,684)	84,700	109,000	(24,300)
Contracted Services	59,580	53,175	6,405	74,800	61,900	12,900
Debenture interest	52,017	44,241	7,776	58,600	50,700	7,900
	344,015	420,032	(76,017)	436,800	527,600	(90,800)
Net Division Surplus (Deficit)	166,388	93,096	73,292	249,500	164,400	85,100

Town of Wolfville
Sewer Administration
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
<u>EXPENSES</u>						
Salary and wages			-			-
Employee Benefits			-			-
Contracted Services	25,275	22,425	2,850	33,700	29,900	3,800
	25,275	22,425	2,850	33,700	29,900	3,800
Net Department Surplus (Deficit)	(25,275)	(22,425)	(2,850)	(33,700)	(29,900)	(3,800)

Town of Wolfville
Sewer Collection
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
<u>EXPENSES</u>						
Salary and wages	12,050	39,976	(27,926)	18,100	54,700	(36,600)
Employee Benefits	1,637	10,012	(8,375)	3,500	13,700	(10,200)
Meetings, Meals and Travel	-	-	-	-	-	-
Vehicle Repairs & Maintenance	23,025	9,750	13,275	30,700	13,000	17,700
Operational Equip & Supplies	2,974	40,000	(37,026)	3,000	40,000	(37,000)
Equipment Rentals	-	-	-	-	-	-
Contracted Services	13,179	15,000	(1,821)	15,200	15,000	200
	<u>52,865</u>	<u>114,738</u>	<u>(61,873)</u>	<u>70,500</u>	<u>136,400</u>	<u>(65,900)</u>
Net Department Surplus (Deficit)	<u>(52,865)</u>	<u>(114,738)</u>	<u>61,873</u>	<u>(70,500)</u>	<u>(136,400)</u>	<u>65,900</u>

Town of Wolfville
Sewer Lift Stations
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
<u>EXPENSES</u>						
Salary and wages	6,768	10,500	3,732	8,900	10,500	1,600
Employee Benefits	900	2,800	1,900	1,400	2,800	1,400
Utilities	13,947	14,493	(546)	20,600	21,000	(400)
Repairs and Maintenance	417		(417)	600		(600)
Operational Equip & Supplies	31,217	18,000	13,217	35,800	24,000	11,800
Contracted Services	489	4,000	3,511	500	4,000	3,500
	<u>53,738</u>	<u>49,793</u>	<u>3,945</u>	<u>67,800</u>	<u>62,300</u>	<u>5,500</u>
Net Department Surplus (Deficit)	<u>(53,738)</u>	<u>(49,793)</u>	<u>(3,945)</u>	<u>(67,800)</u>	<u>(62,300)</u>	<u>(5,500)</u>

Town of Wolfville
Sewer Treatment
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
<u>EXPENSES</u>						
Salary and wages	25,534	57,656	(32,122)	34,000	78,900	(44,900)
Employee Benefits	3,248	15,136	(11,888)	5,200	20,700	(15,500)
Telecommunications	458	-	458	700		700
Utilities	71,020	60,903	10,117	93,600	81,200	12,400
Repairs and Maintenance	546		546	700		700
Vehicle Fuel	-		-	-		-
Vehicle Repairs & Maintenance	180	6,000	(5,820)	200	8,000	(7,800)
Vehicle Insurance	482	1,500	(1,018)	500	1,500	(1,000)
Operational Equip & Supplies	24,365	18,747	5,618	29,500	25,000	4,500
Equipment Rentals	-		-	-		-
Contracted Services	11,828	8,000	3,828	12,600	8,000	4,600
	<u>137,661</u>	<u>167,942</u>	<u>(30,281)</u>	<u>177,000</u>	<u>223,300</u>	<u>(46,300)</u>
Net Department Surplus (Deficit)	<u>(137,661)</u>	<u>(167,942)</u>	<u>30,281</u>	<u>(177,000)</u>	<u>(223,300)</u>	<u>46,300</u>

Town of Wolfville
Solid Waste Management
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
<u>REVENUES</u>						
	-	-	-	-	-	-
<u>EXPENSES</u>						
Operational Equip & Supplies		-	-			-
Contracted Services	2,425	3,750	(1,325)	3,700	5,000	(1,300)
	2,425	3,750	(1,325)	3,700	5,000	(1,300)
Net Department Surplus (Deficit)	(2,425)	(3,750)	1,325	(3,700)	(5,000)	1,300

Town of Wolfville
Other Environmental
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
<u>REVENUES</u>						
Sewer Rates	510,403	513,128	(2,725)	680,300	686,000	(5,700)
Kings County Sewer Contribution		-	-	6,000	6,000	-
	<u>510,403</u>	<u>513,128</u>	<u>(2,725)</u>	<u>686,300</u>	<u>692,000</u>	<u>(5,700)</u>
<u>EXPENSES</u>						
Operational Equip & Supplies	13,650	17,143	(3,493)	16,400	20,000	(3,600)
Contracted Services	6,384		6,384	9,100		9,100
Debenture interest	52,017	44,241	7,776	58,600	50,700	7,900
	<u>72,051</u>	<u>61,384</u>	<u>10,667</u>	<u>84,100</u>	<u>70,700</u>	<u>13,400</u>
Net Department Surplus (Deficit)	<u>438,352</u>	<u>451,744</u>	<u>(13,392)</u>	<u>602,200</u>	<u>621,300</u>	<u>(19,100)</u>

Town of Wolfville
Planning Division
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Zoning & Subdivision approvals	2,647	3,000	(353)	2,700	3,000	(300)
License & fee revenue	723	600	123	700	600	100
Building & development permits	30,295	22,500	7,795	33,300	30,000	3,300
	<u>33,665</u>	<u>26,100</u>	<u>7,565</u>	<u>36,700</u>	<u>33,600</u>	<u>3,100</u>
EXPENSES						
Salary and wages	276,793	266,285	10,508	380,100	364,400	15,700
Employee Benefits	68,763	66,929	1,834	95,600	87,000	8,600
Seasonal Wages			-	-		-
Employee Benefits Seasonal wag			-	-		-
Meetings, Meals and Travel	841	1,503	(662)	1,200	2,000	(800)
Membership Dues & Fees	2,759	3,000	(241)	3,200	3,000	200
Advertising	3,129	3,753	(624)	4,400	5,000	(600)
Telecommunications	2,720	2,475	245	3,400	3,300	100
Office Expense	6,691	9,000	(2,309)	9,500	12,000	(2,500)
Legal	12,100	7,497	4,603	17,800	10,000	7,800
Miscellaneous	1,339		1,339	1,600		1,600
Vehicle Fuel	521		521	700		700
Vehicle Repairs & Maintenance	317		317	600		600
Vehicle Insurance	806		806	800		800
Operational Equip & Supplies	484		484	500		500
Program Expenditures	-		-	-		-
Contracted Services	26,144	30,003	(3,859)	40,000	40,000	-
	<u>403,407</u>	<u>390,445</u>	<u>12,962</u>	<u>559,400</u>	<u>526,700</u>	<u>32,700</u>
Net Division Surplus (Deficit)	<u>(369,742)</u>	<u>(364,345)</u>	<u>(5,397)</u>	<u>(522,700)</u>	<u>(493,100)</u>	<u>(29,600)</u>

Town of Wolfville
Community Development Division
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
REVENUES						
Kings County Recreation Contrib	-	-	-	15,000	15,000	-
Program fees	40,362	22,000	18,362	47,300	29,300	18,000
Festival & events revenues	11,947	8,000	3,947	11,900	8,000	3,900
Facility fees & cost recoveries	7,398	9,000	(1,602)	7,400	9,000	(1,600)
Tourist Bureau revenues	-	-	-	-	-	-
Miscellaneous	166	-	166	200	-	200
Employment grants	8,191	4,500	3,691	8,100	4,500	3,600
PNS conditional grants	16,250	-	16,250	7,500	-	7,500
Other conditional grants	12,650	32,100	(19,450)	12,700	32,100	(19,400)
Federal Grants	27,827	2,400	25,427	27,800	2,400	25,400
TOTAL REVENUE	126,101	78,000	48,101	137,900	100,300	37,600
EXPENSES						
Salary and wages	604,620	659,185	(54,565)	716,000	785,300	(69,300)
Employee Benefits	131,042	144,641	(13,599)	162,200	173,400	(11,200)
Seasonal Wages	-	-	-	-	-	-
Employee Benefits Seasonal wag	-	-	-	-	-	-
Meals and Travel	2,953	1,275	1,678	3,500	1,700	1,800
Membership Dues & Fees	1,349	5,300	(3,951)	4,100	5,300	(1,200)
Advertising	4,922	5,425	(503)	5,500	6,300	(800)
Telecommunications	5,441	4,641	800	7,500	6,200	1,300
Office Expense	2,935	2,622	313	4,100	3,500	600
Marketing and Communications	-	1,875	(1,875)	-	2,500	(2,500)
Miscellaneous	-	-	-	-	-	-
Heat	-	-	-	-	-	-
Utilities	20,699	22,825	(2,126)	26,700	28,800	(2,100)
Building Repairs and Maintenance	21,311	55,497	(34,186)	23,700	56,500	(32,800)
Vehicle Fuel	9,880	6,100	3,780	10,500	6,500	4,000
Vehicle Repairs & Maintenance	27,218	18,750	8,468	29,700	25,000	4,700
Vehicle Insurance	6,912	5,000	1,912	6,900	5,000	1,900
Operational Equip & Supplies	109,857	122,450	(12,593)	114,600	125,200	(10,600)
Equipment Maintenance	-	-	-	-	-	-
Equipment Rentals	2,336	-	2,336	2,400	-	2,400
Program Expenditures	136,284	166,003	(29,719)	153,900	177,500	(23,600)
Contracted Services	35,774	109,103	(73,329)	85,500	115,300	(29,800)
Grants to Organizations	81,000	75,000	6,000	91,000	75,000	16,000
Debenture interest	6,082	6,100	(18)	6,100	6,100	-
	1,211,449	1,411,792	(200,343)	1,454,800	1,605,100	(150,300)
Net Division Surplus (Deficit)	(1,085,348)	(1,333,792)	248,444	(1,316,900)	(1,504,800)	187,900
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-	-	90,000	(90,000)
Net Surplus (Deficit)	<u>\$ (1,085,348)</u>	<u>\$ (1,333,792)</u>	<u>\$ 248,444</u>	<u>\$ (1,316,900)</u>	<u>\$ (1,414,800)</u>	<u>\$ 97,900</u>

Town of Wolfville
Parks Division
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
REVENUES						
Facility Rental	1,310		1,310			-
PNS conditional grants	14,750	-	(14,750)	6,000	-	(6,000)
TOTAL REVENUE	16,060	-	(13,440)	6,000	-	(6,000)
EXPENSES						
Salary and wages	353,536	357,885	(4,349)	412,600	409,200	3,400
Employee Benefits	89,946	86,993	2,953	107,800	99,300	8,500
Meetings, Meals and Travel	180	750	(570)	500	1,000	(500)
Telecommunications	2,875	522	2,353	3,900	700	3,200
Office Expense	1,056	375	681	1,400	500	900
Utilities	10,414	11,700	(1,286)	11,300	12,500	(1,200)
Repairs and Maintenance - Building	6,236		6,236	6,300		6,300
Vehicle Fuel	9,880	6,100	3,780	10,500	6,500	4,000
Vehicle Repairs & Maintenance	26,672	18,750	7,922	29,000	25,000	4,000
Vehicle Insurance	6,818	5,000	1,818	6,800	5,000	1,800
Operational Equip & Supplies	89,054	94,400	(5,346)	91,500	96,400	(4,900)
Equipment Rentals	2,336		2,336	2,400		2,400
Contracted Services	28,348	89,750	(61,402)	60,800	95,000	(34,200)
Debenture interest	3,491	3,500	(9)	3,500	3,500	-
	630,842	675,725	(44,883)	748,300	754,600	(6,300)
Net Division Surplus (Deficit)	(614,782)	(675,725)	31,443	(742,300)	(754,600)	300
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	-	-	-	-	30,000	(30,000)
Net Surplus (Deficit)	\$ (614,782)	\$ (675,725)	\$ 31,443	\$ (742,300)	\$ (724,600)	\$ (29,700)

Town of Wolfville
Economic Development
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
<u>REVENUES</u>						
	-	-	-	-	-	-
<u>EXPENSES</u>						
Grants to Organizations	-	10,000	(10,000)	10,000	10,000	-
	-	10,000	(10,000)	10,000	10,000	-
Net Department Surplus (Deficit)	-	(10,000)	10,000	(10,000)	(10,000)	-

Town of Wolfville
Festival and Events
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
REVENUES						
Festival & events revenues	11,947	8,000	3,947	11,900	8,000	3,900
Employment grants	4,131	4,500	(369)	4,100	4,500	(400)
Other conditional grants	-	7,100	(7,100)	-	7,100	(7,100)
Federal Grants	2,400	2,400	-	2,400	2,400	-
	<u>18,478</u>	<u>22,000</u>	<u>(3,522)</u>	<u>18,400</u>	<u>22,000</u>	<u>(3,600)</u>
EXPENSES						
Salary and wages	9,968	25,350	(15,382)	10,500	26,100	(15,600)
Employee Benefits	949	3,950	(3,001)	1,100	4,100	(3,000)
Advertising	4,922	4,300	622	5,500	4,800	700
Operational Equip & Supplies	14,377	19,000	(4,623)	16,400	19,000	(2,600)
Program Expenditures	79,718	72,500	7,218	84,400	80,500	3,900
Grants to Organizations	42,000	30,000	12,000	42,000	30,000	12,000
	<u>151,934</u>	<u>155,100</u>	<u>(3,166)</u>	<u>159,900</u>	<u>164,500</u>	<u>(4,600)</u>
Net Department Surplus (Deficit)	<u>(133,456)</u>	<u>(133,100)</u>	<u>(356)</u>	<u>(141,500)</u>	<u>(142,500)</u>	<u>1,000</u>

Town of Wolfville
Community Development Adm & Rec Centre
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	Variance
<u>REVENUES</u>						
Facility fees & cost recoveries	-	-	-	-	-	-
	-	-	-	-	-	-
<u>EXPENSES</u>						
Salary and wages	147,051	165,045	(17,994)	185,300	225,700	(40,400)
Employee Benefits	28,839	36,539	(7,700)	40,200	50,000	(9,800)
Meetings, Meals and Travel	529	150	379	600	200	400
Membership Dues & Fees	1,164	4,700	(3,536)	3,900	4,700	(800)
Telecommunications	1,478	1,944	(466)	2,000	2,600	(600)
Office Expense	651	1,125	(474)	1,000	1,500	(500)
Legal	834	-	834	900	-	900
Marketing and Communications	-	1,875	(1,875)	-	2,500	(2,500)
Utilities	4,698	3,175	1,523	6,400	6,000	400
Repairs and Maintenance	5,131	18,997	(13,866)	6,400	20,000	(13,600)
Operational Equip & Supplies	1,026		1,026	1,100		1,100
Program Expenditures	16,762	60,000	(43,238)	16,800	60,000	(43,200)
Contracted Services	225		225	700		700
	208,388	293,550	(85,162)	265,300	373,200	(107,900)
Net Department Surplus (Deficit)	(208,388)	(293,550)	85,162	(265,300)	(373,200)	107,900

Town of Wolfville
Recreation Programs
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
REVENUES						
Kings County Recreation Contrib	-	-	-	15,000	15,000	-
Program fees	40,362	22,000	18,362	47,300	29,300	18,000
Facility fees & cost recoveries	7,398	9,000	(1,602)	7,400	9,000	(1,600)
Employment grants	4,060	-	4,060	4,000	-	4,000
PNS conditional grants	-	-	-	-	-	-
Other conditional grants	1,650	20,000	(18,350)	1,700	20,000	(18,300)
Federal Grants	25,427	-	25,427	25,400	-	25,400
	<u>78,897</u>	<u>51,000</u>	<u>27,897</u>	<u>100,800</u>	<u>73,300</u>	<u>27,500</u>
EXPENSES						
Salary and wages	55,484	63,420	(7,936)	68,900	73,600	(4,700)
Employee Benefits	7,588	10,174	(2,586)	9,200	12,200	(3,000)
Meetings, Meals and Travel	2,215	375	1,840	2,300	500	1,800
Advertising	-	1,125	(1,125)	-	1,500	(1,500)
Miscellaneous	-	-	-	-	-	-
Vehicle Fuel	-	-	-	-	-	-
Vehicle Repairs & Maintenance	546	-	546	700	-	700
Vehicle Insurance	94	-	94	100	-	100
Operational Equip & Supplies	3,750	2,250	1,500	3,900	3,000	900
Program Expenditures	39,804	33,503	6,301	52,700	37,000	15,700
Contracted Services	-	15,000	(15,000)	15,000	15,000	-
Grants to Organizations	29,000	25,000	4,000	29,000	25,000	4,000
	<u>138,481</u>	<u>150,847</u>	<u>(12,366)</u>	<u>181,800</u>	<u>167,800</u>	<u>14,000</u>
Net Department Surplus (Deficit)	<u>(59,584)</u>	<u>(99,847)</u>	<u>40,263</u>	<u>(81,000)</u>	<u>(94,500)</u>	<u>13,500</u>

Town of Wolfville
Tourism
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
REVENUES						
Tourist Bureau revenues	-	-	-			-
Employment grants	-		-			-
PNS conditional grants	1,500		1,500	1,500		1,500
Other conditional grants	6,000		6,000	6,000		6,000
	<u>7,500</u>	<u>-</u>	<u>7,500</u>	<u>7,500</u>	<u>-</u>	<u>7,500</u>
EXPENSES						
Salary and wages	36,686	41,128	(4,442)	36,700	42,000	(5,300)
Employee Benefits	3,683	5,375	(1,692)	3,700	5,600	(1,900)
Meetings, Meals and Travel	29		29	100		100
Membership Dues & Fees	185	600	(415)	200	600	(400)
Telecommunications	763	1,575	(812)	1,100	2,100	(1,000)
Office Expense	457	747	(290)	700	1,000	(300)
Marketing and Communications	-		-	-		-
Utilities	2,238	2,325	(87)	2,800	2,800	-
Repairs and Maintenance - Buidling	86	1,500	(1,414)	100	1,500	(1,400)
Operational Equip & Supplies	1,650	6,800	(5,150)	1,700	6,800	(5,100)
Contracted Services	4,907	4,353	554	6,100	5,300	800
	<u>50,684</u>	<u>64,403</u>	<u>(13,719)</u>	<u>53,200</u>	<u>67,700</u>	<u>(14,500)</u>
Net Department Surplus (Deficit)	<u>(43,184)</u>	<u>(64,403)</u>	<u>21,219</u>	<u>(45,700)</u>	<u>(67,700)</u>	<u>22,000</u>

Town of Wolfville
Library
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
REVENUES						
Miscellaneous	166		166	200		200
Other conditional grants	5,000	5,000	-	5,000	5,000	-
Federal Grants	-	-				
	<u>5,166</u>	<u>5,000</u>	<u>166</u>	<u>5,200</u>	<u>5,000</u>	<u>200</u>
EXPENSES						
Salary and wages	1,895	6,357	(4,462)	2,000	8,700	(6,700)
Employee Benefits	37	1,610	(1,573)	200	2,200	(2,000)
Telecommunications	325	600	(275)	500	800	(300)
Office Expense	771	375	396	1,000	500	500
Utilities	3,349	5,625	(2,276)	6,200	7,500	(1,300)
Repairs and Maintenance	9,858	35,000	(25,142)	10,900	35,000	(24,100)
Operational Equip & Supplies	-	-	-	-	-	-
Contracted Services	2,294		2,294	2,900		2,900
Debenture interest	2,591	2,600	(9)	2,600	2,600	-
	<u>21,120</u>	<u>52,167</u>	<u>(31,047)</u>	<u>26,300</u>	<u>57,300</u>	<u>(31,000)</u>
Net Department Surplus (Deficit)	(15,954)	(47,167)	31,213	(21,100)	(52,300)	31,200
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Surplus (Deficit)	<u>\$ (15,954)</u>	<u>\$ (47,167)</u>	<u>\$ 31,213</u>	<u>\$ (21,100)</u>	<u>\$ (52,300)</u>	<u>\$ 31,200</u>

Town of Wolfville
Museum & Historical Facilities
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 03/31/24	Budget 03/31/24	
<u>EXPENSES</u>						
Miscellaneous			-			-
Contracted Services		-	-	-	-	-
Grants to Organizations	10,000	10,000	-	10,000	10,000	-
	10,000	10,000	-	10,000	10,000	-
Net Department Surplus (Deficit)	(10,000)	(10,000)	-	(10,000)	(10,000)	-

Town of Wolfville
Partner Contributions
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual	Budget	VARIANCE	Forecast	Budget	Variance
	31-Dec-23	31-Dec-23		03/31/24	03/31/24	
EXPENSES						
Grant to WBDC	100,000	100,000	-	100,000	100,000	-
Regional Solid Waste	471,077	442,875	28,202	621,500	590,500	31,000
Transit services	183,878	196,500	(12,622)	247,900	259,000	(11,100)
Valley Community Fibre	-	-	-	2,000	2,000	-
REMO	2,695	7,500	(4,805)	10,000	10,000	-
Regional Development	18,179	22,500	(4,321)	24,300	30,000	(5,700)
Kings Region - cooperative Initiatives	141,462	52,500	88,962	63,600	70,000	(6,400)
Annapolis Valley Regional Libra	22,725	24,000	(1,275)	30,300	32,000	(1,700)
Education	621,522	618,003	3,519	828,700	824,000	4,700
Corrections	41,206	61,500	(20,294)	82,500	82,000	500
Regional Housing Authority	(246)	-	(246)	60,000	60,000	-
Assessment services	56,730	58,500	(1,770)	75,700	78,000	(2,300)
	<u>1,659,228</u>	<u>1,583,878</u>	<u>75,350</u>	<u>2,146,500</u>	<u>2,137,500</u>	<u>9,000</u>
Net Department Surplus (Deficit)	(1,659,228)	(1,583,878)	(75,350)	(2,146,500)	(2,137,500)	(9,000)
Reserve Funding						
Transfer from Operating Reserves & Accumulated Surplus	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Surplus (Deficit)	<u>\$ (1,659,228)</u>	<u>\$ (1,583,878)</u>	<u>\$ (75,350)</u>	<u>\$ (2,146,500)</u>	<u>\$ (2,137,500)</u>	<u>\$ (9,000)</u>

Town of Wolfville Capital Fund ~ Project Summary					
	Actual YTD	Forecast Final Cost	Budget Fiscal 23/24	Previous Budget Fiscal 22/23	Forecast Budget VARIANCE over/(under)
<u>Municipal Buildings</u>					
Civic Complex - Town Hall & Library		-	50,000		(50,000)
Town Hall - heat pump Chambers	6,508	6,508	10,000		(3,492)
P Wks Building Reno - Phase I	3,359	3,359	-		3,359
P Wks Building Reno - Phase II	-	600,000	600,000		-
Rec Centre - Rotary Park	-	-	20,000		(20,000)
Welcome Centre - VIC Reno/Upgrade	21,667	680,000	600,000		80,000
	<u>31,534</u>	<u>1,289,867</u>	<u>1,280,000</u>		<u>9,867</u>
<u>Protective Services</u>					
Fire Equipment Upgrades	335,212	335,300	420,000		(84,700)
	<u>335,212</u>	<u>335,300</u>	<u>420,000</u>		<u>(84,700)</u>
<u>Fleet/Equip Inventory</u>					
Veh #25 - 5 ton plow truck	-	407,000	300,000		107,000
veh #32 - plow attachment	7,508	7,600	8,000		(400)
Other Equip - Sewer Camera	14,183	14,183	13,500		683
Other Equip - Portable LED Light Tower	17,781	17,781	17,500		281
	<u>39,472</u>	<u>446,564</u>	<u>339,000</u>		<u>107,564</u>
<u>Streets</u>					
Highland Ave. - Project to Skyway	542,404	3,457,000	-	3,200,000	257,000
Fairfield St - full length	677,639	1,200,000	1,300,000		(100,000)
East End Main - Cross Culvert replacement	23,928	434,500	650,000		(215,500)
Engineering - 2020/21 Street projects	4,846	55,000	55,000		-
	<u>1,248,817</u>	<u>5,146,500</u>	<u>2,005,000</u>		<u>(58,500)</u>
<u>Other Transportation</u>					
Wayfinding		-	50,000		(50,000)
Flood Risk Mitigation (@ Waterfront) engineering			75,000		(75,000)
Crosswalks - upgrades			25,000		(25,000)
AT Network Projects	18,916	18,916	50,000		(31,084)
Willow & Winter Reconfiguration			15,000		(15,000)
Intersection Safety Program	1,525	5,000	15,000		(10,000)
	<u>20,441</u>	<u>23,916</u>	<u>230,000</u>		<u>(206,084)</u>
<u>Sewer Operations</u>					
Sewer Treatment Plant Expansion Ph II	45,128	230,000	230,000		-
Lift Station Upgrade program		-	50,000		-
SCADA & Electrical Panel Repalcements		-	65,000		(65,000)
Sub total Sewer Operation	<u>45,128</u>	<u>230,000</u>	<u>345,000</u>		<u>(65,000)</u>
<u>Community Services</u>					
Clock Park - concrete walkway 23/24	3,201	3,201	70,000		(66,799)
East End Gateway - events lawn		-	75,000		(75,000)
East End Gateway - parking lot	10,395	10,395	455,000		(444,605)
Public Art	31,369	35,000	30,000		5,000
Waterfront Park Amenities	17,942	35,000	-		35,000
Reservoir Park - Washrooms/Change Rooms		-	125,000		(125,000)
reservoir Park - upgrades around pond area incl shade			30,000		(30,000)
Pickleball Courts - not in budget 23/24 but may have prelim de		-			-
Rotary Park - soccer upgrades 22/23					-
Rotary Park - parking lot			150,000		(150,000)
Tennis Courts - Resurface			75,000		(75,000)
Nature Trust Lands - Park improvements			185,000		(185,000)
	<u>62,907</u>	<u>83,596</u>	<u>1,195,000</u>		<u>(1,111,404)</u>
GRAND TOTAL TOWN PROJECTS	<u>1,783,511</u>	<u>7,555,743</u>	<u>5,814,000</u>		<u>(1,408,257)</u>

Town of Wolfville Capital Fund ~ Project Summary					
	Actual YTD	Forecast Final Cost	Budget Fiscal 23/24	Previous Budget Fiscal 22/23	Forecast Budget VARIANCE over/(under)
Remote Meter System			-	-	
Transmission Line Replacement (University t	4,596	416,000	360,000	56,000	project started but had to be halted. tender closed.... Expectation is water portion should be near budget
Fairfield		325,000	325,000	-	Need to review op expenses and review Dept Head.
Water Treatment Plant - SCADA		10,000	10,000	-	
Water Treatment Plant - Fibre Integration		5,000	5,000	-	Need to review op expenses and review Dept Head.
Production Well #1 - Cherry Lane -	6,184	30,000	30,000	-	Need to review op expenses and review Dept Head.
Production Well #2 - Wickwire - MAG					
Flowmeter	8,976	30,000	30,000	-	Need to review op expenses and review Dept Head.
		-		-	
Production Well #3	2,795	40,000	40,000	-	Costs to identify and locate, not to build
		-		-	
Source Water Protection Plan	15,017	52,300	52,300	-	ongoing work
		-		-	
Well House buildings	23,203	23,203	12,000	11,203	Need to review op expenses and review Dept Head.
Water/Sewer Capacity Study	17,598	17,598	0	17,598	ongoing work late invoice from fall 2022 rec'd in July after audit & y/e financials finalized.
Capital Fund	14,727	14,727	0	14,727	
GRAND TOTAL WATER PROJECTS	93,096	963,828	864,300	56,000	

Wolfville Water Utility
All Divisions
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 31-Mar-24	Budget 31-Mar-24	Variance
REVENUES						
Metered Sales	585,599	541,575	44,024	814,900	725,000	89,900
Fire Protection Charge	316,165	297,000	19,165	434,300	396,000	38,300
Sprinkler Service	-	-	-	10,800	10,800	-
Miscellaneous	7,597	9,000	(1,403)	9,000	12,000	(3,000)
Interest on arrears	1,504	2,300	(796)	2,200	3,000	(800)
Job Cost billings	19,000	9,000	10,000	19,000	12,000	7,000
Investment Income	20,796	7,500	13,296	28,200	10,000	18,200
	<u>950,661</u>	<u>866,375</u>	<u>84,286</u>	<u>1,318,400</u>	<u>1,168,800</u>	<u>149,600</u>
EXPENSES						
Salary and wages	282,859	244,013	(38,846)	389,900	329,700	(60,200)
Employee Benefits	63,404	56,707	(6,697)	91,700	77,600	(14,100)
Meetings, Meals and Travel	107	1,050	943	200	1,400	1,200
Professional Development	-	3,750	3,750	5,000	5,000	-
Membership Dues & Fees	626	1,000	374	1,000	1,000	-
Advertising	1,158	375	(783)	1,200	500	(700)
Telecommunications	1,913	1,125	(788)	2,600	1,500	(1,100)
Office Expense	36,424	39,753	3,329	48,400	53,000	4,600
Legal	-	-	-	-	500	500
Insurance	19,200	18,000	(1,200)	19,200	18,000	(1,200)
Audit	-	-	-	7,000	6,500	(500)
Miscellaneous	1,640	-	(1,640)	1,700	-	(1,700)
Utilities	78,873	71,710	(7,163)	112,400	97,500	(14,900)
Repairs and Maintenance	6,956	6,800	(156)	7,500	7,400	(100)
Property Taxes	55,079	56,500	1,421	55,400	56,500	1,100
Vehicle Fuel	6,050	1,872	(4,178)	8,100	2,500	(5,600)
Vehicle Repairs & Maintenance	27,209	10,800	(16,409)	33,300	14,400	(18,900)
Vehicle Insurance	2,518	1,000	(1,518)	2,600	1,000	(1,600)
Operational Equip & Supplies	167,263	122,247	(45,016)	243,300	163,000	(80,300)
Equipment Maintenance	755	3,750	2,995	800	5,000	4,200
Contracted Services	72,965	52,000	(20,965)	89,300	66,000	(23,300)
Doubtful accounts allowance	-	-	-	1,000	1,000	-
	<u>824,999</u>	<u>692,452</u>	<u>(132,547)</u>	<u>1,121,600</u>	<u>909,000</u>	<u>(212,600)</u>
Net Operating Surplus (Deficit)	<u>125,662</u>	<u>173,923</u>	<u>(48,261)</u>	<u>196,800</u>	<u>259,800</u>	<u>(63,000)</u>
Non-Operating						
Principal Debenture Repayments	48,460	48,500	40	48,500	48,500	-
Debenture interest	33,553	35,150	1,597	43,200	44,800	1,600
Other debt charges	3,141	2,700	(441)	3,200	2,700	(500)
Transfer to Capital Fund	93,096	-	(93,096)	-	70,000	70,000
Depreciation	-	-	-	190,000	165,000	(25,000)
Dividend to Town	-	-	-	-	50,000	50,000
	<u>178,250</u>	<u>86,350</u>	<u>(91,900)</u>	<u>284,900</u>	<u>381,000</u>	<u>96,100</u>
Net Surplus (Deficit)	<u>\$ (52,588)</u>	<u>\$ 87,573</u>	<u>\$ (140,161)</u>	<u>\$ (88,100)</u>	<u>\$ (121,200)</u>	<u>\$ 33,100</u>

Town of Wolfville
Power and Pumping - Dept #962
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 31-Mar-24	Budget 31-Mar-24	
EXPENSES						
Salary and wages	2,226	11,619	9,393	3,900	15,900	12,000
Employee Benefits	343	2,926	2,583	800	4,000	3,200
Meals and Travel	-	-	-	-	-	-
Utilities	70,579	63,500	(7,079)	99,500	86,000	(13,500)
Repairs and Maintenance	6,677	5,000	(1,677)	6,900	5,000	(1,900)
Operational Equip & Supplies	18	6,003	5,985	200	8,000	7,800
Equipment Maintenance	-	-	-	-	-	-
Contracted Services	2,753	6,000	3,247	5,800	8,000	2,200
	<u>82,596</u>	<u>95,048</u>	<u>12,452</u>	<u>117,100</u>	<u>126,900</u>	<u>9,800</u>
Net Department Surplus (Deficit)	<u>(82,596)</u>	<u>(95,048)</u>	<u>12,452</u>	<u>(117,100)</u>	<u>(126,900)</u>	<u>9,800</u>

Town of Wolfville
Treatment
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 31-Mar-24	Budget 31-Mar-24	
EXPENSES						
Salary and wages	18,107	19,656	1,549	25,900	26,900	1,000
Employee Benefits	1,852	4,893	3,041	3,800	6,700	2,900
Utilities	4,561	4,878	317	7,500	6,500	(1,000)
Repairs and Maintenance	279	1,800	1,521	600	2,400	1,800
Operational Equip & Supplies	101,064	41,247	(59,817)	142,200	55,000	(87,200)
Contracted Services	22,508	13,500	(9,008)	29,700	18,000	(11,700)
	<u>148,371</u>	<u>85,974</u>	<u>(62,397)</u>	<u>209,700</u>	<u>115,500</u>	<u>(94,200)</u>
Net Department Surplus (Deficit)	<u>(148,371)</u>	<u>(85,974)</u>	<u>(62,397)</u>	<u>(209,700)</u>	<u>(115,500)</u>	<u>(94,200)</u>

Town of Wolfville
Transmission and Distribution
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		Variance
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 31-Mar-24	Budget 31-Mar-24	
<u>EXPENSES</u>						
Salary and wages	120,293	92,738	(27,555)	165,100	126,900	(38,200)
Employee Benefits	29,792	23,162	(6,630)	43,400	31,700	(11,700)
Meetings, Meals and Travel	-	750	750	-	1,000	1,000
Telecommunications	1,913	1,125	(788)	2,600	1,500	(1,100)
Utilities	3,733	3,332	(401)	5,400	5,000	(400)
Vehicle Fuel	6,050	1,872	(4,178)	8,100	2,500	(5,600)
Vehicle Repairs & Maintenance	27,209	10,800	(16,409)	33,300	14,400	(18,900)
Vehicle Insurance	2,518	1,000	(1,518)	2,600	1,000	(1,600)
Operational Equip & Supplies	66,181	74,997	8,816	100,900	100,000	(900)
Equipment Maintenance	755	3,750	2,995	800	5,000	4,200
Contracted Services	36,414	22,500	(13,914)	42,500	30,000	(12,500)
	<u>294,858</u>	<u>236,026</u>	<u>(58,832)</u>	<u>404,700</u>	<u>319,000</u>	<u>(85,700)</u>
Net Department Surplus (Deficit)	<u>(294,858)</u>	<u>(236,026)</u>	<u>(58,832)</u>	<u>(404,700)</u>	<u>(319,000)</u>	<u>(85,700)</u>

Town of Wolfville
Administration
For the Nine Months Ending December 31, 2023

	Financial Results To			Year End		
	Actual 31-Dec-23	Budget 31-Dec-23	VARIANCE	Forecast 31-Mar-24	Budget 31-Mar-24	Variance
REVENUES			-			-
	-	-	-	-	-	-
EXPENSES						
Salary and wages	142,233	120,000	(22,233)	195,000	160,000	(35,000)
Employee Benefits	31,417	25,726	(5,691)	43,700	35,200	(8,500)
Meetings, Meals and Travel	107	300	193	200	400	200
Professional Development	-	3,750	3,750	5,000	5,000	-
Membership Dues & Fees	626	1,000	374	1,000	1,000	-
Advertising	1,158	375	(783)	1,200	500	(700)
Office Expense	36,424	39,753	3,329	48,400	53,000	4,600
Legal	-	-	-	-	500	500
Insurance	19,200	18,000	(1,200)	19,200	18,000	(1,200)
Audit	-	-	-	7,000	6,500	(500)
Miscellaneous	1,640	-	(1,640)	1,700	-	(1,700)
Property Taxes	55,079	56,500	1,421	55,400	56,500	1,100
Contracted Services	11,290	10,000	(1,290)	11,300	10,000	(1,300)
Doubtful accounts allowance	-	-	-	1,000	1,000	-
	299,174	275,404	(23,770)	390,100	347,600	(42,500)
Net Department Surplus (Deficit)	(299,174)	(275,404)	(23,770)	(390,100)	(347,600)	(42,500)

REQUEST FOR DECISION 013-2024

Title: One-Time Capital Funding Request – Wolfville Curling Club

Date: 2023-02-21

Department: Community Development/Finance



SUMMARY

One-Time Capital Funding Request – Wolfville Curling Club

The Wolfville Curling Club (WCC) have made an Application for One-Time Capital Funding to the Town of Wolfville to support phase three of their three-year capital improvement plan. This phase of the project is focused on accessibility upgrades, including a ramp, an automatic swinging exterior door, conversion of interior doors to meet accessibility standards and renovating the existing washrooms to convert two main-level washrooms into three gender-neutral washrooms of which one will be fully-accessible. The preliminary estimate of the cost of this phase of the project is \$158,000. The current ask of Council is to provide \$25,000 in funding to support these efforts to increase accessibility of the facility.

DRAFT MOTION:

That Council consider approving a \$25,000 one-time capital grant contribution to the Wolfville Curling Club to support accessibility upgrades to their facility – as part of the 2024-25 budget process.

REQUEST FOR DECISION 013-2024

Title: One-Time Capital Funding Request – Wolfville Curling Club

Date: 2023-02-21

Department: Community Development/Finance



1) CAO COMMENTS

Staff do not make recommendations on the one-time grant requests, so information has been provided to assist Council with their decision.

2) LEGISLATIVE AUTHORITY

- Municipal Government Act (MGA) 65A(a)

3) STAFF RECOMMENDATION

That Council consider this funding application against the financial/budget implications.

4) REFERENCES AND ATTACHMENTS

1. Application for One-Time Capital Funding from Wolfville Farmers' Market
+ Supporting Documents for Funding Application
2. Evaluation Criteria Checklist

5) DISCUSSION

The Wolfville Curling Club (WCC) is undertaking a project to complete accessibility upgrades to its facility. This represents the third phase of their three-year capital improvement plan, having completed years one and two with projects including roof and fascia board replacement/repair, interior lighting improvements and energy efficiency upgrades.

Improvements to be included during this phase include: a ramp, an automatic swinging exterior door, conversion of interior doors to meet accessibility standards and renovating the existing washrooms to convert two main-level washrooms into three gender-neutral washrooms of which one will be fully accessible.

The WCC currently has approximately 150 active members, including a mix of residents of Wolfville and the greater County of Kings area. The facility operates seven days a week from October through March, and offers curling opportunities to seniors, women, competitive and recreational curlers, youth, university members, and persons with disabilities, averaging around 300 individuals each week and an additional 500 throughout the season from across the province attending bonspiels and competitions.

The WCC facility also provides important community space in the form of meeting and gathering rooms. A diverse range of groups and organizations make use of these options regularly, including Wolfville School, Blomidon Naturalist Society, Acadia University, Landmark East, and the Town of Wolfville's own programming and events.

REQUEST FOR DECISION 013-2024

Title: One-Time Capital Funding Request – Wolfville Curling Club

Date: 2023-02-21

Department: Community Development/Finance



The total cost for this project (year three of WCC's capital improvement plan) is estimated to be \$158,000, for which WCC has confirmed several sources of funding, including the Rink Revitalization Fund (\$100,000). The request for funding from the Town of Wolfville is \$25,000.

6) FINANCIAL IMPLICATIONS

The Wolfville Curling Club is a Strategic Partner of the Town, with a current agreement in place for 2021-2025 that includes funding from the Town in the amount of \$4,500 per year to support WCC operations. This does not preclude the WCC from applying for other sources of funding, such as the One-Time Capital Funding program.

Unless Council decides otherwise, the funding for all capital grants are drawn from Town reserves. It is possible to include grants under this program within the capacity of the annual tax levy; however, there are numerous other demands on property tax revenues for services provided directly by the Town.

Grants paid to outside organizations should be considered from a number of perspectives (e.g. Benefits to community/residents; sustainability of project; economic impact; environmental considerations; financial impact in relation to budget; etc.). With regard to financial, Council should consider the current financial status of the Town and the anticipated financial requirements in the coming years. Any time grants are provided to an external organization, those dollars are no longer available for use on direct Town responsibilities. In addition, ***grants issued in the past may have occurred when there were available dollars, which may not always be the case year-in and year-out.***

As discussed during the Council's early budget deliberations, pressures on Town funds in the upcoming years include ongoing infrastructure needs, proposed new Library/Town Hall, Accessibility Plan goals, flood risk and climate change mitigation efforts. Although the Town currently has Operating Reserves on hand (savings), the draft 10-Year Capital Investment Plan could use all available funding. There is also a best practice benchmark level of reserves that any Town should ensure is set aside for material, unanticipated events within their borders.

Council may defer its decision on this application to the 2024/25 budget process in order to have the benefit of weighing all other financial pressures that have to be considered in spending finite taxpayer dollars. If Council feels it is not prepared to support the request, it could be turned down which simplifies the budget process moving forward.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

In terms of strategic directions (2021-2024 Strategic Plan), this project directly and/or indirectly aligns with Council priorities by supporting Community Wellness (providing accessible space for community functions and events of a diverse nature), Economic Prosperity (bringing people to Wolfville for curling and other activities), Climate Change (addressing energy efficiency) and Social Equity (making spaces more accessible). The application also references the Town's Accessibility Plan and the WCC's attention to providing barrier-free access to their space for people of all abilities.

REQUEST FOR DECISION 013-2024

Title: One-Time Capital Funding Request – Wolfville Curling Club

Date: 2023-02-21

Department: Community Development/Finance



8) COMMUNICATION REQUIREMENTS

The WCC will be notified of Council's decision.

9) ALTERNATIVES

Limited options available:

- Not approve the grant funding request
- Approve an alternate amount of funding



APPLICATION FORM

ONE-TIME FUNDING OPPORTUNITIES GRANT

This program is available to non-profit organizations or registered charities that are planning to offer extraordinary operational events and initiatives that benefit the Town of Wolfville and its residents.

Please complete this form and forward via email to:

Or by mail to:

Department of Parks & Recreation
Town of Wolfville
359 Main Street
Wolfville, Nova Scotia
B4P 1A1

Phone: (902) 542-3019

1) ORGANIZATION INFORMATION

Name of Organization:	Wolfville Curling Club		
Contact Person:	Brian Porter		
Mailing Address/PO Box:	22 Elm Ave		
City:	Wolfville N.S.	Postal Code:	B4P 1Z9
E-mail Address:	bwp@eastlink.ca		
Telephone: (Work)	(Home) 902 542 2315		

Is your organization a registered charity?

☐ Yes ☒ No

If yes, what is your CRA Charitable Status Registration Number:

Is your organization a registered non-profit organization?

☒ Yes ☐ No

If yes, please provide:

Joint Stocks Registration Number:

2403650

Canada Revenue Agency Business Number:

82470 9299 RT0001



APPLICATION FORM

2) **FUNDING REQUEST CALCULATION**

Funding Level and Limitations

- Town of Wolfville funding should not exceed 50% of the total project cost
- For requests less than \$2000, please apply to the Community Partnership Program
- Only one application per organization may be submitted per year
- Only one application per organization may be approved every four years

Request Calculation

- Total Project Cost \$158,000
- Request to Town of Wolfville \$25,000

3) **REQUIRED INFORMATION**

You **MUST** include as attachments to this form:

☒ Detailed Description of the program/event/service being proposed, including:

- ☒ Outline of programming
- ☒ Benefits to the Wolfville community
- ☒ Indication of alignment with Council's Strategic Plan
- ☒ Project timeline
- ☒ Expected number of participants/attendees
- ☒ Budget for the project
- ☒ Confirmation of partner funding (if applicable)

☒ Year-End Financial Statement from the previous year (or business plan)

☐ Final Report Forms from any previous funding received from the Town (if applicable)

Successful applicants must provide a Final Report in the prescribed form. Final Report Forms will be included with awarding letters.

4) **GRANT APPROVAL**

If minimum criteria have been met, staff will complete an Evaluation Checklist and prepare a Request for Decision of Council. Grant funding is subject to Council's approval. Partial approvals may be granted for less than the amount requested.

5) **CERTIFICATION**

I certify that, to the best of my knowledge, the information provided in this application is accurate and complete and is endorsed by the organization which I represent.

BRIAN PORTER

SECRETARY

Name

Title

Sept 4, 2023

Signature

Date

Wolfville Curling Club

3 Year Capital Improvement Plan

Fiscal Years: 2022-23, 2023-24 and 2024-25

Background:

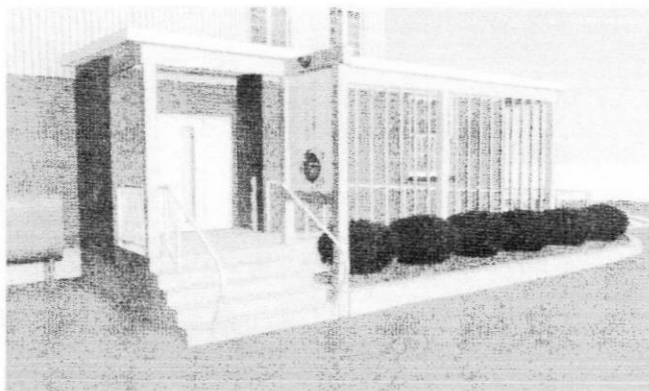
In 2022 the executive and members of the Curling Club adopted a three- year capital improvement plan. The first year was focused on structural maintenance items that included a complete replacement of the roof, fascia boards and interior emergency lighting.

This year, 2023-24 (the current year) we find ourselves following a plan that involves energy efficient upgrades with increased emphasis on the upstairs area.

Next year, 2024-25 (the third and final year) the plan will shift focus to both interior and exterior improvements to facility accessibility. The purpose for this proposal is to seek your financial help in fulfilling our goal of becoming an accessible facility. The following outlines our plan to achieve this endeavor.

Outline of Project 2024-25

The scope of the work will involve the construction of a ramp, following the current building code, on the north side of the building just opposite the farm market. The ramp will be partially enclosed and sloped to the west as per drawing below:



An automatic swinging door to the club will be installed just above the ramp.

The existing fire escape will also be reconstructed on the north side of the building.

There are currently two washrooms inside the club on the main level and one on the upstairs level. As well as renovating the small upstairs wash room, we plan to convert the two washrooms on the main level to three gender neutral washrooms with the middle washroom designed to be fully accessible.

During the construction process any main floor interior doorways as well as the emergency exit will be converted to accessibility standards if necessary.

The Club has hired an architect; Vincent Den Hartog. After completing the engineering and design work we will be making an application accordingly to the Town for a building permit.

Benefits to the Wolfville Community

The Wolfville Curling Club (WCC) is an integral part of the Town with a rich history of resident membership from the town and surrounding areas of Kings County (population 60,600).

For over eight decades the WCC has provided opportunities for recreation, social interaction, and an enjoyable form of exercise for men, women, and youth of all ages and abilities. We are welcoming and encouraging individuals with disabilities.

Curling is one of Canada's most popular sports, with especially deep roots in rural communities, and its emphasis on team collaboration and sportsmanship are values embraced by WCC's members.

The WCC operates seven days a week from October to March, with a busy schedule of curling activities specific to different groups, including seniors, women, competitive curlers, recreational curlers, community members, university students, and youth. Each week 300 individuals participate in curling, and throughout the season an additional 500 curlers from the region and across the province attend bonspiels and competitions.

The WCC has a long history of community involvement, with established relationships with our municipality, other curling clubs in the region, Provincial and National curling associations, and many community groups. We work closely with the Town of Wolfville Recreation, which sponsors several of our learn-to-curl sessions. The WCC assists the Town in meeting its mandate to provide accessible recreation for its diverse population by making our curling facility and community room available to many community groups for recreation activities, community events, meetings, discussion groups, etc. While the curling season runs during the winter months, our facility is used throughout the year by various community groups. Over the past few years, we have had a general increase in the number of community groups that are using the facility. They include both short term and long-term rentals. A few of the groups using the facility this past year include St. John's Ambulance, Wolfville Farm Market, Deep Roots Music, Blomidon Naturalist Society, Village Dance, Acadia University, Michelin Tire, Wolfville School, and Landmark East school.

Indication of Alignment with Councils Strategic Plan

Several years ago, following up on its strategic plan, Council established an accessibility committee. This committee (AAC) currently chaired by Councilor Ingham provides advice to Council on identifying, preventing and eliminating barriers to people with disabilities in municipal programs, services, initiatives and facilities. The Committee plays a pivotal role in helping the Town become a barrier-free community and ensuring obligations under an Act Respecting Accessibility in Nova Scotia (2017) are met.

Project Timeline

The timeline for the project will generally adhere to the 2024 construction season. Due to extensive use of the facility for curling activities in the fall and winter months, it's clearly preferable to have construction start in April or May and be completed in October or November. Furthermore, there will be an extensive exterior component involving concrete that should be completed in better weather.

Expected Number of Participants

The current membership of the club is between 140 and 150 members. This does include a new and growing group of junior curlers and about 64 members of the Commercial League who curl on Sundays only.

Budget for the Project

The preliminary budget for the project is \$158,000.00. Planning and design work is underway at the present time and we are incurring some of those expenses.

Confirmation of Partner Funding

We are currently in receipt of a Government of Canada Enabling Accessibility Fund Grant of \$100,000.00, and are now in the process of making a separate application for an additional Government of Canada New Horizons grant.

This Town application is seeking a one-time Capital grant from the Town of \$25,000.00.

In response to concerns over the one-time impact on tax rates, we are agreeable to the option of accepting installments paid by Town over its three fiscal years 2023-24, 2024-25 and 2025-26.

The WCC gratefully acknowledges and appreciates funding from other agencies for Year 1 and Year 2 projects. They include: Province of Nova Scotia Rink Revitalization fund, Efficiency Nova Scotia and the Wolfville Rotary Club.

Wolfville Curling Club Society (1994) **Income Statement 01/05/2022 to 30/04/2023**

REVENUES:

Bank Interest	452.45
Bar Net Revenue	14,291.75
Bonspiels	11,646.04
Strathcona Cup (Rev)	1,100.00
Commercial League Teams	5,217.39
Donations	20,420.19
Junior Program	600.00
Membership Fees	45,365.36
Rentals (Hall)	12,895.46
Rentals (Ice)	1,595.00
Signage	5,410.00
Town and County Grants	4,500.00
Other Grants	39,100.00
Other Revenues	275.97
TOTAL REVENUES	162,869.61

EXPENSES

Bank Charges	43.22
Bonspiel Expenses	6,312.45
Strathcona Cup (Exp)	940.02
Electricity	25,291.36
Furnace Oil	5,919.96
House Maintenance & Repair	6,968.68
Ice Technician Contract	13,531.25
Ice and Plant Maintenance Supplies	1,951.19
Insurance	14,444.10
Nova Scotia Curling Association	1,960.00
Secretarial & Web Site	269.45
Social	362.73
Snow Plowing	1,349.40
Telephone and Cable TV	1,430.40
Town Taxes	5,317.35
Water and Sewer	3,989.92
Other Expense	1,654.09
Roof Project 2022	54,100.00
New Exit Signage	2,050.00
New Bar Fridge	4,493.26
TOTAL EXPENSES	152,378.83

NET INCOME	10,490.78
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Wolfville Curling Club Society (1994)

Balance Sheet As At 30/04/2023

CURRENT ASSETS:

Cash on Hand	0.00
Bar Account	1,740.25
Bank Account	215,515.74
GIC #3 CEBA Funds	40,000.00
Cash: Total:	257,255.99
Accounts Receivable HST Rebates	4,221.63
Accounts Receivable: Other:	1,449.00
Prepaid Insurance	2,359.80
TOTAL CURRENT ASSETS:	265,286.42

FIXED ASSETS:

Property & Equipment	313,600.00
Cash Register (2014)	472.80
New Rock & Handles	34,400.00
Heat Pumps (2) 2017-18	9,983.00
New Dehumidifier 2018-19	21,215.81
New PLC Ice Control System 2018-19	18,865.73
TOTAL FIXED ASSETS:	398,537.34

TOTAL ASSETS	663,823.76
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CURRENT LIABILITIES:

HST Payable	5,167.83
Other Payables	2,877.21
TOTAL CURRENT LIABILITIES:	8,045.04

LONG TERM LIABILITIES:

CEBA Loan	60,000.00
Deferred Revenue	105,000.00
TOTAL LONG TERM LIABILITIES	165,000.00

TOTAL LIABILITIES	173,045.04
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CAPITAL

Capital: Donations/Contributions	34,495.00
Capital	320,899.34
Retained Earnings	124,893.60
Current Earnings	10,490.78
TOTAL CAPITAL :	490,778.72

TOTAL LIABILITIES AND CAPITAL:	663,823.76
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(For Staff Use - Provided for Reference Purposes)

Appendix D of the Grants to Organizations Policy (710-003)

**ONE-TIME SPECIAL FUNDING REQUESTS
EVALUATION CHECKLIST (CAPITAL)**

Applicant Name: Wolfville Curling Club

1. Program/Service Obligation Core – service resulting from the capital campaign is something the Town would otherwise provide Important – service resulting from the capital campaign is something the Town might otherwise provide Discretionary – service resulting from the capital campaign is something the Town does not normally provide No Mandate – not enabled by legislation, is not within the Town’s area of responsibility	H M L N
2. Council Strategic Plan Vital – fundamental to Council’s Strategic Plan Notable – solid fit within Council’s Strategic Plan Non-Critical – some relevance to Council’s Strategic Plan, not strategic Provide Specific Linkages to Council’s Strategic Plan:	H M L
3. Public Need/Benefit Community at Large – general need/benefit, broad-based Multiple Interests – some need/benefit, a number of areas/communities Vested Interest –special interest group(s), localized	H M L
4. Human Development and Inclusion – Volunteer and Participant High – equality of access and opportunity (demographic, geographic) Moderate – range of demographic groups and/or development potential Low – limited opportunity, access or development potential	H M L
5. Quality of Life for the Community Livable Community – important to livable/sustainable community Community Image – enhances image or public perception Community Pride – instills pride, sense of community	H M L
6. Alternate Providers Limited – no other potential providers Some – some potential alternate providers Many – many potential or existing alternate providers	H M L
7. Financial Need High – financial statements and/or budget demonstrate significant need Low – financial statements and/or budget demonstrate limited need	H L
8. Economic Impact to the Town High – there is a strong and demonstrated direct economic impact to the Town Moderate – there is a demonstrated indirect economic impact to the Town Low – there is minimal or no demonstrated economic impact to the Town	H M L
9 Environmental Sustainability High – Clearly aligns with GHG reduction, sound climate change principles and/or sustainable building practices Low – Does not align with GHG reduction, sound climate change principles or sustainability practices	H L
MOU Required? Yes/No. Provide details.	

REQUEST FOR DECISION 014-2024

Title: One-Time Capital Funding Request – WHS/Randall House

Date: 2023-02-21

Department: Community Development/Finance



SUMMARY

One-Time Capital Funding Request – Wolfville Historical Society

The Wolfville Historical Society (WHS) have made an Application for One-Time Capital Funding to the Town of Wolfville to support repairs to Randall House, which currently houses the museum. The project has been broken down into phases, the total of which are estimated to cost \$350,000. The current ask of Council is to provide \$50,000 in funding to support phase 1 of the project, which addresses items requiring the most immediate attention (roof, siding, soffit and fascia replacement necessary to preserving the building).

DRAFT MOTION:

That Council consider approving a \$50,000 one-time capital grant contribution to the Wolfville Historical Society to support repairs to Randall House – as part of the 2024-25 budget process.

REQUEST FOR DECISION 014-2024

Title: One-Time Capital Funding Request – WHS/Randall House

Date: 2023-02-21

Department: Community Development/Finance



1) CAO COMMENTS

Staff do not make recommendations on the one-time grant requests, so information has been provided to assist Council with their decision.

2) LEGISLATIVE AUTHORITY

- Municipal Government Act (MGA) 65A(a)

3) STAFF RECOMMENDATION

That Council consider this funding application against the financial/budget implications.

4) REFERENCES AND ATTACHMENTS

1. Application for One-Time Capital Funding from Wolfville Farmers' Market
+ Supporting Documents for Funding Application
2. Evaluation Criteria Checklist

5) DISCUSSION

The Wolfville Historical Society (WHS) is undertaking a project to make major exterior repairs to Randall House, which currently houses Wolfville's Museum. The building is the second-oldest property in Wolfville, having been built circa 1800, and is one of very few Heritage-status properties in town that are recognized Provincially as well as Municipally as well as appearing on the Canadian historic properties registry. The exterior envelope of Randall house requires significant investment in order to ensure that it remains intact and can continue to securely house the museum while also offering programming to residents and tourists, contributing to the town's cultural life and remaining a signature landmark of the East End Gateway area.

The project has been broken down into four phases to allow time for fundraising and coordination of contracting work to be done. Phase 1 seeks to address the most immediately critical items that require attention as deterioration has already occurred and will worsen if not remediated. These include siding, trim, soffit and fascia replacement on the east side of the building, roof re-shingling and insulation installment, which would occur in the summer and fall of 2024 if enough funding is secured.

WHS provides significant value to residents of Wolfville as well as its visitors. Some of their offerings include: Providing immersive educational experiences for young students; welcoming over 2000 visitors/tourists each year; hosting events such as the Willow Park Regatta, 'ghost tours', concerts and teas; free historic walking tours; built heritage and genealogical research; and historical skills workshops, among others. The Society provides employment for a seasonal Curator, as well as summer employment for two students each year. The organization frequently operates at a financial loss, as evidenced by their most recent financial statements (attached). The building repairs included in this project would be

REQUEST FOR DECISION 014-2024

Title: One-Time Capital Funding Request – WHS/Randall House

Date: 2023-02-21

Department: Community Development/Finance



considered necessary in order for WHS to continue to provide many of these offerings while considering new possibilities for the property and further service to the community.

The total cost for this project (all four phases) is estimated to be \$350,000, for which WHS has identified several potential sources of funding, some of which has been confirmed. Phase 1 cost estimate is \$76,050, as outlined in the attached documents along with the rest of the phases. WHS has identified \$50,000 from their 'major repair fund' to be put towards the total project cost.

6) FINANCIAL IMPLICATIONS

The Wolfville Historical Society is a Strategic Partner of the Town, with a current agreement in place for 2021-2025 that includes funding from the Town in the amount of \$10,000 per year to support WHS operations. The Town also provides some property maintenance support (mowing), as well as property tax exemption (ex: \$9,262 in 2016/17). This does not preclude the WHS from applying for other sources of funding, such as the One-Time Capital Funding program.

Unless Council decides otherwise, the funding for all capital grants are drawn from Town reserves. It is possible to include grants under this program within the capacity of the annual tax levy; however, there are numerous other demands on property tax revenues for services provided directly by the Town.

Grants paid to outside organizations should be considered from a number of perspectives (e.g. Benefits to community/residents; sustainability of project; economic impact; environmental considerations; financial impact in relation to budget; etc.). With regard to financial, Council should consider the current financial status of the Town and the anticipated financial requirements in the coming years. Any time grants are provided to an external organization, those dollars are no longer available for use on direct Town responsibilities. In addition, ***grants issued in the past may have occurred when there were available dollars, which may not always be the case year-in and year-out.***

As discussed during the Council's early budget deliberations, pressures on Town funds in the upcoming years include ongoing infrastructure needs, proposed new Library/Town Hall, Accessibility Plan goals, flood risk and climate change mitigation efforts. Although the Town currently has Operating Reserves on hand (savings), the draft 10-Year Capital Investment Plan could use all available funding. There is also a best practice benchmark level of reserves that any Town should ensure is set aside for material, unanticipated events within their borders.

Council may defer its decision on this application to the 2024/25 budget process in order to have the benefit of weighing all other financial pressures that have to be considered in spending finite taxpayer dollars. If Council feels it is not prepared to support the request, it could be turned down which simplifies the budget process moving forward.

REQUEST FOR DECISION 014-2024

Title: One-Time Capital Funding Request – WHS/Randall House

Date: 2023-02-21

Department: Community Development/Finance



7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

In terms of strategic directions (2021-2024 Strategic Plan), this project directly and/or indirectly aligns with Council priorities in a number of ways. The preservation of Randall House as a community space can positively impact Community Wellness by connecting residents and visitors with educational and culturally-relevant learning opportunities and social events. Many of WHS's programs and events are planned with a Social Equity lens, as they consider different populations and cultural perspectives in addition to being free-of-charge in most cases. Economic Prosperity is potentially impacted in a positive way via tourist attraction and people visiting Wolfville to attend the Museum or participate in WHS programming, thusly spending time in town and visiting local businesses. Improving the insulation of Randall House will decrease heating costs and carbon output, which is in line with Climate Change initiatives.

The preservation of Randall House also aligns well with the Municipal Planning Strategy and the Core Commercial Area Design Guidelines, as indicated clearly in the attached Project Summary document.

8) COMMUNICATION REQUIREMENTS

The WHS will be notified of Council's decision.

9) ALTERNATIVES

Limited options available:

- Not approve the grant funding request
- Approve an alternate amount of funding



APPLICATION FORM

ONE-TIME FUNDING OPPORTUNITIES GRANT

This program is available to non-profit organizations or registered charities that are planning to offer extraordinary operational events and initiatives that benefit the Town of Wolfville and its residents.

Please complete this form and forward via email to: recreation@wolfville.ca

Or by mail to:

Department of Parks & Recreation
Town of Wolfville
359 Main Street
Wolfville, Nova Scotia
B4P 1A1

Phone: (902) 542-3019

1) ORGANIZATION INFORMATION

Name of Organization:		
Contact Person:		
Mailing Address/PO Box:		
City:		Postal Code:
E-mail Address:		
Telephone: (Work)		(Home)

Is your organization a registered charity? ☐ Yes ☐ No

If yes, what is your CRA Charitable Status Registration Number: _____

Is your organization a registered non-profit organization? ☐ Yes ☐ No

If yes, please provide: _____

Joint Stocks Registration Number: _____

Canada Revenue Agency Business Number: _____



APPLICATION FORM

2) **FUNDING REQUEST CALCULATION**

Funding Level and Limitations

- Town of Wolfville funding should not exceed 50% of the total project cost
- For requests less than \$2000, please apply to the Community Partnership Program
- Only one application per organization may be submitted per year
- Only one application per organization may be approved every four years

Request Calculation

- Total Project Cost \$ _____
- Request to Town of Wolfville \$ _____

3) **REQUIRED INFORMATION**

You **MUST** include as attachments to this form:

___ Detailed Description of the program/event/service being proposed, including:

- ___ Outline of programming
- ___ Benefits to the Wolfville community
- ___ Indication of alignment with Council's Strategic Plan
- ___ Project timeline
- ___ Expected number of participants/attendees
- ___ Budget for the project
- ___ Confirmation of partner funding (if applicable)

___ Year-End Financial Statement from the previous year (or business plan)

___ Final Report Forms from any previous funding received from the Town (if applicable)

Successful applicants must provide a Final Report in the prescribed form. Final Report Forms will be included with awarding letters.

4) **GRANT APPROVAL**

If minimum criteria have been met, staff will complete an Evaluation Checklist and prepare a Request for Decision of Council. Grant funding is subject to Council's approval. Partial approvals may be granted for less than the amount requested.

5) **CERTIFICATION**

I certify that, to the best of my knowledge, the information provided in this application is accurate and complete and is endorsed by the organization which I represent.

Name Title

Katherine Ryan

Signature Date



Randall House Museum

259 Main Street • Wolfville, NS • B4P 1C6 • randallhouse@outlook.com

Department of Parks & Recreation
Town of Wolfville
359 Main Street
Wolfville, Nova Scotia
B4P 1A1

Oct 25th, 2023

To Whom it may concern,

For many years, the Wolfville Historical Society (WHS) has struggled with the responsibility of maintaining the museum. It was often thought that if the WHS were to divest itself of the property, the organization would be better able to deliver its community programming and social activities. This past summer, the WHS reached a tipping point:

Now that the Museum is in need of major exterior repair and selling the property was seriously discussed, it has become apparent that selling would not be enough to revive the WHS. Without the museum, the WHS would cease to exist.

The remaining members of the WHS Board have gathered to determine the best course of action for the Randall House property and the community. The following points were considered:

- Because Volunteer numbers have dropped so drastically and WHS activities, outside of running the museum have dwindled, selling the property would no longer benefit the WHS in the way it was once imagined.
- Selling the house on the open market would most likely result in its eventual declassification as a provincial and municipal heritage property and, because of its desirable location, it would very likely be demolished to make way for more a modern construction.
- It is the 2nd oldest heritage building in Wolfville and one of few Georgian architectural (1750-1850) examples in the area.

- It is the only publicly accessible historical home in Wolfville and because of this it offers a unique service when compared to other Wolfville attractions.
- Though the museum's collection needs substantial thinning, there are many items of historical importance to Wolfville's history in its collection. The WHS is uniquely positioned to preserve and interpret these items and it believes that this is an important service to the community. The WHS will be seeking the town's support in this endeavor.
- Donation of the museum and its collection remains a possibility but until this point, no group qualified to deal with issues of historical conservation, has been identified.
- The WHS is now in the position to consider all possibilities for the property, including adaptive use of the building, commercial opportunities and any viable community partnerships.

Once these points were considered, the remaining Board members of the WHS have passed the following motion:

"The Board of the WHS moves that its work will henceforth be primarily in support of the Museum."

In support of this resolution and in reaction to the lack of human resources available, the Board decided to invest a good portion of its remaining savings into employing a part-time Development Manger over the next two years to carry out the following activities:

- **Raise funds for and oversee the repairs of Randall House.**
- **Identify and apply for Strategic Funding Grants to help pay the second year of the Development Manger position.**
- **Re-structure the governing body and its foundational documents to be engaged only in support of the Museum.**
- **Create a business plan that identifies a new operational structure, realistic revenue streams, efficiencies, potential sponsorships, community partners, marketing plans and possibilities for self-generated revenue.**
- **Continue to operate of the museum through the 2024 and 2025 seasons.**
- **Update and revise the Strategic Plan, including a new interpretive plan, that would provide a vision for future fundraising initiatives.**
- **Find funding for and participate in the design of an updated website for the Museum**

In response to the September 12th presentation to Council regarding the repairs needed on the Randall House Museum and the current state of the WHS, members of Council advised our organization to apply for funding through the one-time funding opportunities grant. This letter aims to provide the required information outlined in the application.

Outline of Programming

The Randall House has been owned and operated by the WHS since 1947. In the past 75 years the WHS has led hundreds of programming and community building initiatives including: school museum tours, historical teas, free lectures, movie nights, historical home tours, community dinners, the Willow Park Regatta, Christmas and Halloween nights at the museum, book launches, free town walking tours, programming for Wolfville's summer camps, countless historical skills workshops, house concerts and of course interpretation and exhibits both in the museum and out in the community.

The WHS employs 1 part time curator, 2 summer student museum interpreters, a volunteer historian and an archivist. We facilitate members of the public in their genealogical research and, in co-operation with our community partners at the Esther Clarke Archives at Acadia, we hold an impressive collection of photographs, publications and letters that document Wolfville's history. Our physical object collection, currently held in the museum, has over 3000 items in it, all of which has been documented, preserved and made available for the public to view in person or online.

In the past, programming has relied jointly on the employees of the museum and on the very active members of the WHS. As the WHS has become less active, much of the programming has come to rely on what the part-time curator, summer students and a few volunteers were able to offer.

Now that the Board of the WHS has decided to concentrate its efforts toward the Museum, the priority in the short term will be to focus on the rehabilitation of the building. In the long term, the Board of the WHS aims for the building to be a community hub operating in partnership with the Town and with the University. This would be done with the goal of offering **relevant** programming in an **accessible** community space.

Benefits to the Wolfville Community

The benefits of saving and improving the historic building that currently houses the Randall House Museum are twofold; First, it provides a unique programming space to the public and secondly, that space can act as an anchor for the improved collection, preservation and interpretation practices of Wolfville's history.

The current building is in need of extensive repair. Not only does the exterior envelope need to be restored, but the walls need to be insulated so that the building can be a useful in a year-round capacity. Once the building is fully winterized, it is expected that an accessible washroom and improved food preparation facilities would need to be installed onto the main floor.

With these improvements made, the building would be positioned to offer public programming and event space in a unique atmosphere. If a museum's collection is handled carefully and thoughtfully, its spaces can be welcoming, flexible and immersive. A museum does not have to be a dusty old place where visitors aren't allowed to touch anything. We would rather have a place that is responsive to the needs of the community where *any* visitor can sit down and feel they are a part of history. We envision a place that can accommodate small groups and celebrations and one that can welcome community partners for shared initiatives.

After years of diligent collecting and conservation, the WHS has amassed a large number of items. Most of the collected pieces are domestic in nature from the 19th century and are interesting because they help to illustrate what it was like to live in Wolfville in the 1800s. However, there are many pieces that have do not have

proper documentation and many that fail to demonstrate a clear link to Wolfville's history. The proper management of the collection would see the removal of many items to make way for updated collection practices that would be inclusive of all communities and stories. History is not stuck in the 19th century, it is ongoing. Making room in the collection for new stories is an essential service to our shared future.

The collection, conservation and interpretation of articles from Wolfville's history is a service to the community that needs a physical space. When the necessary improvements are made to the building and the collection practices are modernized, the museum wouldn't just be a place for things, it would be a space for people.

Expected number of Participants/Attendees

Since the opening of the museum, attendance has ebbed and flowed from year to year. It its heyday of the 1980s, the museum could often attract as many as 3000 people a summer through its doors and to its programming. By comparison, attendance dropped to an average of just under 1000 people a summer in the early 2000s. In the 2022 and 2023 seasons, the Museum enjoyed respectable attendance numbers of over 2200 visitors through its doors and in attendance at its community programming events. It is typical that residents do not often visit the museums in their own town, preferring instead to visit the museums in the towns they visit elsewhere. Because of this, the Museum largely welcomes tourists through its doors. Most visitors hail from other parts of Nova Scotia and the Maritimes, especially Halifax. We have a number of Canadians visit us from central Canada and we also welcome a number of Americans from the North Eastern States.

With a view to further improving visitorship to the Randall House property from tourists and residents alike, the WHS will be seeking a stronger partnership with the department of Parks and Recreation. Improved wayfinding to the museum from Willow Park through signage and sympathetic landscaping would help the public to find the property more easily and surely improve the visitor experience in Willow Park.

The WHS has been working on improving its relevance to residents through community programming for a number of years, mainly with fresh walking tour topics and summer camp programming. While these initiatives have proven to be moderately successful, it is believed that with an improved and re-imagined building, the WHS would be able to offer cultural event space and improved programming to its residents.

Indication of alignment with Council's MPS

There are a number of policies and initiatives outlined in the Town Council's Municipal Strategy and Land Use Bylaws that are in alignment with the proposed project.

Randall House is one of very few Heritage status properties in town recognized provincially and municipally as well as on the Canadian historic properties registry and it is the only one open to the public. In **Section 3.2**, of the MPS titled, "Culture, Heritage and Economic Development" **policy item 3** reads:

“To preserve and enhance places, sites, structures, streetscapes, archaeological resources, cultural landscapes and practices which reflect the town's diverse evolution, built heritage and culture in partnership with local organizations”. (p 31)

We believe that repairing the Randall House property in partnership with the WHS is in direct alignment with this policy and would further the Town’s stated goal in the **Community Wellness** section of the **2023-2027 Operational and Budget strategy** to, “advance Heritage planning and programming”, specifically by working on “how to support the WHS moving forward”. (pg 54)

The Randall House is of specific architectural importance to Wolfville as it is one of very few examples of Georgian style architecture (1750-1850), as defined and protected by Wolfville’s Heritage Architecture Style Guide which forms the basis for Wolfville’s current Design Guidelines (**Land Use Bylaw, Schedule F, pg 47**). It follows that a sensitive and careful restoration of the building would serve to reinforce Wolfville’s overall identity as a place that celebrates and preserves its Heritage. Some may yet not see the potential that the Randall House has to offer because it is not a particularly lavish example of a Georgian-style home and its interior is not as well-appointed as some other typical historic homes might be. It is that exactly that difference that should be celebrated. The original interior is still intact and furnished in the way it might have been in the 1800s. Because of this, visitors and particularly students, can come to really appreciate the lives of the people who built this town in a way that no other educational approach can.

The WHS is interested in new ways that its building can serve the community. As an example of this type of thinking, our grounds feature beautiful native species gardens that are available at any point to be used for community programming. We do hope that the grounds can be used more thoroughly as their potential mixes with Wolfville’s existing **Core Commercial Design Area Guidelines (Land Use Bylaw 3.1, Schedule F, pg 12)** regarding park use which “seeks opportunities to use public grounds for informal seating, pedestrian connections and public art”. To further underline the potential of our location, and its alignment with those Core Commercial Area Design Guidelines, it should be recognized that it is in a place that has value because it is “accessible to and has views of the harbour, the Dyke-land and the Harvest Moon trail.” (**Land Use Bylaw 3.1**) In order to understand what we can offer the Town, our prominent geographical location should be recognized as the asset that it is.

The building is situated next to Willow Park at the exact location of Wolfville’s proposed East end Gateway. **Section 9 of the MPS, policy item #7** outlines the Town’s intent to enhance the East end gateway:

“To support the creation and incremental enhancement of both the east and west end gateways in an effort to punctuate the sense of arrival into the Core Area and consider integration of, and compatibility with, these gateways when evaluating development proposals in close proximity.”
(**MPS, pg 86**)

The WHS encourages the Town to see the Randall House property as integral to this plan. Considering the transitional time that the WHS finds itself in, incorporating the building into the Gateway plan is an organic concept that has the potential to offer something that is both unique and in character with Wolfville’s identity.

Wolfville has defined its “Shared Future” as a place to “contemplate the old fashioned and the newfangled” (**MPS 2.2, pg 16**). Visitors and residents cherish the heritage homes of Main Street as exemplified by the Randall House but we all recognize the need for modern development. What better example of a sustainable attitude towards town planning than the one playing out in the East end of Wolfville’s commercial core? On

one side of Main Street there stands a building that is over 200 years old, next to a public park and on the other side, stands a popular trail head next to a new development that will provide much needed housing. This is the Eastend gateway.

The MPS lays out several priorities for Council and naturally, Economic Prosperity is high on that list. It reads, “The Town is focused on enhancing its position as an educational and cultural hub, [and] a destination for tourism...” (**MPS, 2.3.2, pg 20**). The Randall House Museum has contributed a solid tourist offering and educational opportunity for over 75 years and with the proposed changes to the building, it seeks to more fully participate in the town’s cultural life.

If the WHS is successful in reinventing its organization, and bringing community partners into the space, the proposed changes should very well be characterized as an **Adaptive** reuse of the space. It should be made absolutely clear that the WHS is actively seeking partners in this venture and is most interested in how best to serve the community to carry out its duty to preserve Wolfville’s story for future generations. The Town’s overall MPS goals work in perfect harmony with the WHS’s proposal. The MPS goals are stated in section **1.2.1 (pg5)** and are to:

- promote economic vitality,
- embrace the town's culture and heritage,
- foster a dynamic and livable Core Area,
- inspire high-quality design, and
- encourage social and environmental sustainability.

Finally, the territory that a museum exists in is at times a little unclear. We are not a commercial property and yet we are in the commercial core. We do not operate for profit and we serve the public and yet we are not a municipal property. Wolfville’s own approach to caring for its historical properties is admirable. It endeavors “[t]o maintain Town owned registered heritage buildings in a state of good repair and carry out any alterations in a manner which enhances the historic character of the Town.” (**MPS 11.4.4, Policy # 9, pg 104**) We would like to keep ourselves to the same standard and make our building a sustainable community asset for the future.

Project Timeline

Based upon meetings with several reputable contractors in the area, the exterior repair and insulating portion of this project would likely take between **3-4 years** (contingent upon the availability of heritage window building services and adequate funding). Experts from Nova Scotia’s Department of Communities, Culture and Heritage recommend that a building such as ours should source heritage-built windows because they are period correct, long-lasting and surprisingly economical when compared to other modern wood products. The windows are manufactured in Nova Scotia and the builders would be able to provide them by the summer of 2025.

The Department of Communities, Culture and Heritage also recommends that the project be planned in several phases to aid in fundraising efforts. For this reason, the contractor’s estimates will be divided into several parts.

Following is the predicted order of work:

Phase 1: roof and Eastern wall (Spring/Summer- Fall of 2024)

Provided that funding is in place, all contractors being considered for the work are available to start in the Spring/Summer of 2024. By necessity, the first phase that needs to be undertaken is the roof, soffit, fascia and gutter repair. It was recently confirmed that our roof *is* leaking in the upper North West Bedroom. A quick repair will be undertaken ahead of the winter season but a full roof repair cannot wait any longer than next summer. The items in the North West bedroom have been removed from immediate danger but it serves as a warning to all that failing to carry out the exterior repairs will soon affect the building's interior and the safety of its collection.

Contingent on funding, we would like to embark in the same season with the repair of the museum's Eastern wall which appears to be in the worst state of repair. Further meetings must be had between the heritage window builders and the successful contractor in order to determine the ultimate approach. There is some question as to whether the siding repairs can be undertaken independently of the window replacements so the answer to that will determine future workflow.

Upon the successful completion of phase 1, the following phases would be structured as such:

Phase 2: Front and Western Wall (Spring/Summer- Fall of 2025)

Phase 3: Back wall (Spring/Summer- Fall of 2026)

Possible Phase 4 (if heritage window availability delays siding repair by 1 year) (Spring/Summer- Fall of 2027)

Once a working relationship has been established between the trades and initial work has begun on the property, a more accurate picture of the job and whether it will take 3 or 4 years will become clear. We have been advised that heritage properties frequently have a few unexpected challenges to face once the work has begun and for that reason some flexibility is required.

The amount requested in this Grant application reflects the estimates to repair the building's exterior and to insulate the walls in the process. Future plans to add an accessible washroom and kitchen preparation facilities will need to be addressed in a future WHS campaign once the essential health of the building has been achieved and maintained.

Budget for the project

As the estimate from **Heritage Carpentry** included with this application shows, the price of repair and insulation is estimated to be approximately \$350, 000 for the total project. In conversation with other reputable carpenters, it is possible that estimates yet to be received will come in at a slightly lower cost and the job is yet to be awarded. Before engaging contractors, the WHS hopes to have some indication from the Town and its other potential partners as to whether funding for this project will be approved.

It is understood that the %50 of total project funding requested in this application is a large sum of money and that the Town of Wolfville has many other financial commitments. It should be noted that the project is

structured in such a way that graduated funding is possible over the 3-4 years of the project but the WHS is asking for a commitment that would take the full scope of the project into consideration.

Confirmation of Partner funding

With the recent appointment of Katherine Ryan to the Randall House Development Manager position, the search for partner funding is underway. A similar project was recently undertaken to save the Charles MacDonald Concrete House in Centreville. Over a multiyear campaign they have managed to raise over \$444,000 through several layers of community and government grants/donations. The bodies that contributed to that project are as follows:

- The Heritage Trust of Nova Scotia
- 100 Who Care Giving Group,
- Nova Scotia Communities, Culture and Heritage
- Kings County Vison Grant
- Canada Cultural Spaces
- Community in kind help
- Canadian Legacy Grant
- Museum fundraising/sponsorship initiatives.

We have every reason to believe that similar government/community grants and sponsorships will be available to our organization now that we have a dedicated employee working towards this goal.

In closing, we are including a copy of a letter to the WHS from Town Council dated May 25th, 1988. In response to standard Museum contingency planning, our Provincial funding bodies at the time required our organization to make arrangements for the Museum's collection, were the WHS cease to exist. In response to our request, Town Council passed a motion that accepted responsibility for the contents of the museum if such an event were to occur. The inclusion of this letter is meant to illustrate the once close relationship that the town had with the WHS and the value that was once placed on the work that we do. The WHS still believes that it is capable of carrying out its duty to the collection, including to the Museum's itself and it seeks to evolve into a more sustainable organization that better serves the community. However, the condition of the Randall House is putting that work in danger. We ask respectfully and with renewed hope for a stronger partnership with the Town.

We thank you for your consideration in this matter.

Sincerely,

The Board of the Wolfville Historical Society

Randall House Museum Repair Project Summary

SUBMITTED BY	Wolfville Historical Society	PROJECT TYPE	Exterior repairs to museum
PROJECT MANAGER	Katherine Ryan	PROJECT LOCATION	259 Main Street, Wolfville, NS
EMAIL	randallhousns@outlook.com	TOTAL ESTIMATED BUDGET	\$350,000
PROJECTED START DATE	Phase1 start: Summer of 2024	PROJECTED COMPLETION DATE	Phase 4 end: Dec of 2027

OVERVIEW

PROJECT SUMMARY

The Wolfville Historical Society is seeking funding from multiple sources, including the town of Wolfville, to aid in the exterior repairs of the town's community museum, currently known as the "The Randall House". The exterior repairs are estimated to cost \$350 000 and are planned to be carried out over the next 4 years. Not only will the exterior envelope need to be restored, but the walls will need to be insulated so that the building can be useful in a year-round capacity. The property is a registered provincial and municipal heritage site and as such, is subject to specific guidelines that dictate design and material choices used. Once the project is complete, the building will continue to be the home of our town's museum and be able to play a more vital and inclusive role in the cultural life of Wolfville.

RANDALL HOUSE MUSEUM BACKGROUND

Randall House, as we know it today, was built c.1800 by a cooper, Aaron Cleveland and was later purchased by Charles Randall in 1812. It is the town's 2nd oldest structure and the only one available to the public. The house stands next to what used to be the commercial centre of Mud Creek (now called Wolfville). Many people do not know that what is now called Willow Park used to be the world's smallest registered harbour and a bustling seaport during the Age of Sail. With the invention of the steam engine came the region's first rail line and our tiny harbour was changed forever. The rail line cut off water flow to the inner harbour and for many years the area stood unused and became a muddy eyesore. In 1927, a retired farmer named Charles Patriquin purchased the home and surrounding property and turned the muddy area into a duck pond meant for the enjoyment of the town's people. In 1941, the Patriquin family donated the home to the Wolfville Historical Society, which has operated it as a community museum since 1947. For over 75 years, community members have volunteered their time to collect, preserve and exhibit the over 7000 items that represent much of our region's cultural heritage. The Museum is currently undergoing a major organizational restructuring that, in part, will see the collection slimmed down to its most essential and relevant items, but the remaining pieces will need a physical space in which to exist. The Museum's exterior is certainly in need of repair, but several qualified contractors have remarked upon the quality of its structure. Barry Hiltz, Director of Operations at Ross Farm, and noted built heritage expert, recently remarked that the building's foundation is one of the best he's seen in his over 30-year career.

RANDALL HOUSE PROGRAMMING

Randall House has acted as the home base for hundreds of community programs and services over the years and its unique historical atmosphere has helped to fire many imaginations. Recent programs and services include: welcoming tourists from all over the world (2500 visitors last year), providing immersive educational experiences for young students (Wolfville School, Wolfville Children's Centre, Booker School and Acadia in 2023), providing quality summer employment (2 summer students and a curator), afternoon teas, venue rentals, a film and television location, ghost tours, house concerts, the Willow Park Regatta, membership gatherings, community open houses, book and album launches, free walking tours, Town of Wolfville summer camps, historical skills workshops, built heritage/genealogical research and so much more. It should be noted that the populations museums like ours traditionally tend to serve are tourists and children (both groups that lack the ability to personally represent themselves in our municipal affairs). We intend to continue representing the interests of children and tourists, but we also see the need to broaden our appeal to the wider residential population. As we seek to define our role in the community going forward, we find ourselves in the position to consider new possibilities for the property and open to any viable community partnerships.



1.



2.



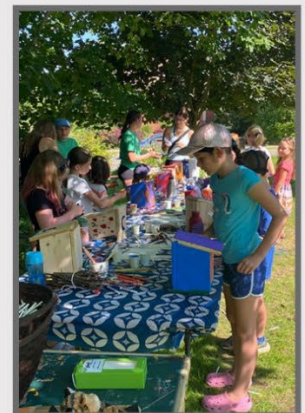
3.



4.



5.



6.

L to R: 1. 2021 Kirkconnell History Prize winner, Yarrow Bedwin, 2. 2023 Wedding reception, 3. Randall House Halloween Volunteers, Sara Wientraub & Martin Hallett, 4. 2023 Summer Students Katie and Nick with Curator/Manager Krystal Tanner, 5. Young guest at the 2023 Festive Open House decorating cookies, 6. Campers at the Town of Wolfville summer camp making bee houses.

**PROJECT'S ALIGNMENT WITH THE TOWN OF WOLFVILLE'S MUNICIPAL PLANNING STRATEGY (MPS)
AND CORE COMMERCIAL AREA DESIGN GUIDELINES (CCADG)**

POLICY ITEM	ALIGNMENT
"To preserve and enhance places, sites, structures, streetscapes, archaeological resources, cultural landscapes and practices which reflect the town's diverse evolution, built heritage and culture in partnership with local organizations" MPS, Section 3.2	Randall House is one of very few Heritage status properties in town recognized provincially and municipally as well as on the Canadian historic property's registry. It is the 2 nd oldest property in town, and it is the only one open to the public.
Urban Design Priorities for the Mainstreet Character Area; "Seek opportunities to provide views to the harbour" CCADG, Section 2.2.1 (pg. 14)	The property is beautifully situated with views of the harbour, the Dyke-land, and the Harvest Moon trail. Conserving the Randall House would ensure that the public would be able to enjoy this celebrated view.
Urban Design Priorities for the East Gateway; "...provide a transition into Downtown from adjacent residential areas" CCADG, Section 2.2.6 (pg. 24)	We are situated next to Willow Park at the exact location of Wolfville's proposed East Gateway. We encourage the Town to see the Randall House and its property as integral to this plan. Incorporating the building into the Gateway plan is an organic concept that has the potential to offer something that is both unique <i>and</i> in character with Wolfville's identity.
Wolfville has defined its "Shared Future" as a place to "contemplate the old fashioned and the newfangled" MPS, Section 2.2	The dynamics at play at the East end of town exemplify this notion; On one side of Main Street there stands a building that is over 200 years old next to a public park. On the other side of Main Street there is a popular trailhead next to a new development that will provide housing and retail opportunities for our growing population. This delicate balance is the East Gateway.
"The Town is focused on enhancing its position as an educational and cultural hub, [and as] a destination for tourism..." MPS, Section 2.3.2,	The Randall House Museum has contributed a solid tourist offering and educational opportunity for over 75 years and with the proposed improvements to the building, it seeks to participate in the town's cultural life more fully and to bring together our <u>growing</u> population through our shared story.

PROJECT TIMELINE AND COST BREAKDOWN			
PHASE 1 (east side exterior and roof)			
DESCRIPTION OF WORK	START DATE	END DATE	ESTIMATED COST
Siding, trim, soffit, and fascia replacement of east side exterior. Insulation to improve efficiency. Roof re-shingling. (No window replacement in phase 1 due to 1.5 yr lead time required to build specialty heritage windows).	Summer of 2024	Dec of 2024	\$76 050.00
PHASE 2 (west side exterior and east/west side window install)			
DESCRIPTION OF WORK	START DATE	END DATE	ESTIMATED COST
Siding, trim, soffit, and fascia replacement of west side. Insulation to improve efficiency. Roof re-shingling. Windows installed in both east and west sides.	Summer of 2025	Dec of 2025	\$ 77, 716.80
PHASE 3 (front side exterior and window install)			
DESCRIPTION OF WORK	START DATE	END DATE	ESTIMATED COST
Siding, trim, soffit, and fascia replacement of front side. Insulation to improve efficiency. Windows installed in front side.	Summer of 2026	Dec of 2026	\$ 101, 449.92
PHASE 4 (back side exterior and window install)			
DESCRIPTION OF WORK	START DATE	END DATE	ESTIMATED COST
Siding, trim, soffit, and fascia replacement of back side. Insulation to improve efficiency. Windows installed in back side. Accessibility improvements to rear entrance.	Summer of 2027	Dec of 2027	\$ 94, 783.28
Total Project Cost			\$350 000

OTHER SOURCES OF FUNDING FOR ALL PHASES OF PROJECT

CONFIRMED FUNDING AVAILABLE IN TIME FOR PHASE 1 START

SOURCE	AMOUNT
Heritage Development fund (Nova Scotia Communities, Culture, Tourism and Heritage)	\$5520.00 (towards cost of the roof)
Wolfville Historical Society major repair fund	\$50,000 toward the total project amount

POTENTIAL SOURCES OF FUNDING AVAILABLE FOR SUSEQUENT PHASES

SOURCE	AMOUNT
Town of Wolfville One time Funding Grant	Max of \$50 000
Community Facilities Improvement Program (NS CCTH)	max of \$50 000 every 2 years
Heritage Trust of Nova Scotia Buildings at Risk Fund	\$2000 per project
Heritage Development fund (NS CCTH)	Max of \$10,000 Eligible for 2 nd application in phase 3
Canada Cultural Spaces Fund (Federal Gov't)	Max of \$175 000
HST building material rebate program (Provincial gov't)	10% off eligible building materials. Depends on material eligibility assessments: rough estimate of \$10 000
Kings Co. Vision Grant	%50 of project (projects similar in scope have received \$50,000)
WHS Fundraising initiatives, private donations, in-kind donations, and sponsorships	\$ 20,000 goal

TYPICAL YEARLY OPERATING BUDGET OF RANDALL HOUSE MUSEUM

EXPENSES	
Payroll (Seasonal Curator Manger and 2 summer students, source deductions)	\$ 31,000.00
Event Expenses (Fundraising, Town of Wolfville BBQs, Town of Wolfville summer camps, Heritage craft workshops, music presentations, afternoon teas and misc. community events)	\$ 1050.00
Office Expenses (membership dues, phone, internet, bank charges, subscriptions, Supplies)	\$ 1650.00
Marketing (Promotions and newsletter)	\$ 300.00
Collection and Conservation (Collection database subscription and archival storage materials such as acid free tissue, nitrate gloves and archival boxes)	\$ 350.00
Temporary exhibit expenses (printing, hardware and misc.)	\$ 1000.00
Randall House operation expenses (gardens, insurance, property tax, fuel, giftshop maintenance, major repair, electricity, water & sewer, plumbing)	\$ 8000.00
Kirkconnell History Prize (awarded annually to a Horton High student who excels in the topic of History)	\$ 300.00
Total expenses	\$ 43 650.00
REVENUE	
Grants (\$10,000 from Town of Wolfville, Provincial Community Museum Assistance Program, Federal Young Canada Works Grant x 1, Provincial Student Summer Skills Incentive Grant x 1)	\$25,000
Memberships (* This amount has been steadily decreasing over the past 10 years due, in part, to An aging membership and has been identified as the main area for improvement)	\$1000.00
Donations (this amount represents an average over the past few years)	\$6500.00
Fundraising Initiatives (BBQs, Wine and Cheese, Regatta, Christmas open house, giftshop, research fees, afternoon tea, lectures and tours)	\$3000.00
Sponsorships (* this revenue stream is currently under development)	\$0
Venue Rental (* this revenue stream currently is under development)	\$500.00
Total	\$36,000
Current budget shortfall estimate	\$7650.00
ASSETS AND LIABILITIES (as of Dec 31 st , 2023)	
Assets (Savings, float, investments, restricted funds, inventory, Heritage Development Fund Grant for roof repair, accounts receivable)	\$150 568.00
Liabilities (accounts payable, 2023-2025 consultant fee budget, HST owing)	\$ 52 618.85
2023 Property Tax assessed value of Randall House (this amount does not reflect market value)	\$ 341 500.00

Wolfville Historical Society
Financial Statements
Year Ended December 31, 2022

Wolfville Historical Society
Index to Financial Statements
Year Ended December 31, 2022

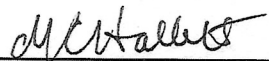
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Wolfville Historical Society
Statement of Financial Position
As at December 31, 2022

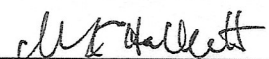
	<u>2022</u>	<u>2021</u>
ASSETS		
Cash	\$ 26,353	\$ 23,174
Inventory, receivables, other current assets	<u>6,430</u>	<u>3,171</u>
	<u>32,783</u>	<u>26,345</u>
Investments	<u>87,650</u>	<u>95,141</u>
	<u><u>\$ 120,433</u></u>	<u><u>\$ 121,486</u></u>
LIABILITIES AND FUNDS		
Accounts payable, other current liabilities	\$ 6,965	\$ 169
Restricted Funds	1,519	1,519
Identified Purpose Funds (BMO Investments)	<u>87,650</u>	<u>95,141</u>
	<u>89,169</u>	<u>96,660</u>
	<u>96,134</u>	<u>96,829</u>
NET ASSETS		
Net Assets - Beginning of the Year	24,657	14,282
Excess (Deficiency) of Revenues Over Expenditures	(1,358)	3,687
Bequests and specified donations received	1,000	5,000
Transfers from Identified Purpose Funds	<u>-</u>	<u>1,688</u>
	<u>24,299</u>	<u>24,657</u>
	<u><u>\$ 120,433</u></u>	<u><u>\$ 121,486</u></u>

APPROVED BY DIRECTORS

President



Treasurer



Wolfville Historical Society
Statement of Revenues and Expenditures
For the Year Ended December 31, 2022

	2022		2021
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>
REVENUES			
Grants			
Canada and Nova Scotia	\$ 22,602	\$ 14,300	\$ 25,416
Town of Wolfville	10,000	10,000	10,000
	<u>32,602</u>	<u>24,300</u>	<u>35,416</u>
Memberships	580	2,300	1,150
Donations	5,257	4,700	5,411
Randall House and other community events / fundraising	<u>2,490</u>	<u>900</u>	<u>835</u>
TOTAL REVENUES	<u>40,929</u>	<u>32,200</u>	<u>42,812</u>
EXPENDITURES			
Wages and benefits			
Manager-Curator	15,113	15,100	13,673
Summer Students	11,760	12,300	12,303
Payroll benefits	<u>2,093</u>	<u>2,200</u>	<u>2,035</u>
	<u>28,966</u>	<u>29,600</u>	<u>28,011</u>
Randall House and other community events / fundraising	609	250	-
Office and promotion	1,681	2,100	2,519
Collections and Interpretation	494	1,250	2,718
Randall House			
Repair and maintenance, grounds, snow clearing	6,323	1,650	2,506
Fuel and utilities	2,607	2,650	1,736
Insurance and Property Tax	<u>1,607</u>	<u>1,700</u>	<u>1,635</u>
	<u>10,537</u>	<u>6,000</u>	<u>5,877</u>
TOTAL EXPENDITURES	<u>42,287</u>	<u>39,200</u>	<u>39,125</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>\$ (1,358)</u>	<u>\$ (7,000)</u>	<u>\$ 3,687</u>

Wolfville Historical Society
Schedule of Funds
Year ended December 31, 2022

Restricted Funds

	2022			2022
	Opening	Additions	Withdrawals	Ending
	Balance			Balance
Mona Parsons Memorial	\$ 688	\$ -	\$ -	\$ 688
Joseph Howe	831	-	-	831
	<u>\$ 1,519</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,519</u>

	2021			2021
	Opening	Additions	Withdrawals	Ending
	Balance			Balance
Mona Parsons Memorial	\$ 688	\$ -	\$ -	\$ 688
Joseph Howe	831	-	-	831
	<u>\$ 1,519</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,519</u>

Identified Purpose Funds

	2022					2022
	Opening	Additions	Transfers to	Investment	Gain (Loss)	Ending
	Balance		Operations	Income	in Value	Balance
General	\$ 15,231	\$ -	\$ -	\$ 442	\$ (1,290)	\$ 14,383
Memorial Book	68,162	-	(1,668)	1,931	(5,775)	62,650
Kirkconnell	11,243	-	-	327	(953)	10,617
	<u>\$ 94,636</u>	<u>\$ -</u>	<u>\$ (1,668)</u>	<u>\$ 2,700</u>	<u>\$ (8,018)</u>	<u>\$ 87,650</u>

	2021					2021
	Opening	Additions	Transfers to	Investment	Gain (Loss)	Ending
	Balance		Operations	Income	in Value	Balance
General	\$ 12,840	\$ -	\$ -	\$ 374	\$ 2,017	\$ 15,231
Memorial Book	58,924	-	(1,688)	1,668	9,258	68,162
Kirkconnell	9,478	-	-	276	1,489	11,243
	<u>\$ 81,242</u>	<u>\$ -</u>	<u>\$ (1,688)</u>	<u>\$ 2,318</u>	<u>\$ 12,764</u>	<u>\$ 94,636</u>

(For Staff Use - Provided for Reference Purposes)

Appendix D of the Grants to Organizations Policy (710-003)

**ONE-TIME SPECIAL FUNDING REQUESTS
EVALUATION CHECKLIST (CAPITAL)**

Applicant Name: Wolfville Historical Society - Randall House Museum

1. Program/Service Obligation Core – service resulting from the capital campaign is something the Town would otherwise provide Important – service resulting from the capital campaign is something the Town might otherwise provide Discretionary – service resulting from the capital campaign is something the Town does not normally provide No Mandate – not enabled by legislation, is not within the Town’s area of responsibility	H M L N
2. Council Strategic Plan Vital – fundamental to Council’s Strategic Plan Notable – solid fit within Council’s Strategic Plan Non-Critical – some relevance to Council’s Strategic Plan, not strategic Provide Specific Linkages to Council’s Strategic Plan:	H M L
3. Public Need/Benefit Community at Large – general need/benefit, broad-based Multiple Interests – some need/benefit, a number of areas/communities Vested Interest –special interest group(s), localized	H M L
4. Human Development and Inclusion – Volunteer and Participant High – equality of access and opportunity (demographic, geographic) Moderate – range of demographic groups and/or development potential Low – limited opportunity, access or development potential	H M L
5. Quality of Life for the Community Livable Community – important to livable/sustainable community Community Image – enhances image or public perception Community Pride – instills pride, sense of community	H M L
6. Alternate Providers Limited – no other potential providers Some – some potential alternate providers Many – many potential or existing alternate providers	H M L
7. Financial Need High – financial statements and/or budget demonstrate significant need Low – financial statements and/or budget demonstrate limited need	H L
8. Economic Impact to the Town High – there is a strong and demonstrated direct economic impact to the Town Moderate – there is a demonstrated indirect economic impact to the Town Low – there is minimal or no demonstrated economic impact to the Town	H M L
9 Environmental Sustainability High – Clearly aligns with GHG reduction, sound climate change principles and/or sustainable building practices Low – Does not align with GHG reduction, sound climate change principles or sustainability practices	H L
MOU Required? Yes/No. Provide details.	