

TOWN OF KENTVILLE COUNCIL COVID-19 PROTOCOL AGENDA February 22, 2021 AGENDA

6:00 p.m.

1. CALL MEETING TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

3. APPROVAL OF THE MINUTES

- (a) Council meeting minutes, January 25, 2021
- (b) Special meeting of Council minutes, January 27, 2021

4. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

- (a) Amending Wording to Approved Motion
- (b) Second reading – Noise bylaw
- (c) Catalyst Consulting

5. RECOMMENDATIONS AND REPORTS

- (a) Council Advisory Committee – Councillor Cathy Maxwell
 - (1) Sundry Write Offs
 - (2) Tax Exemptions
 - (3) First Reading - Taxi Bylaw

- (b) Councillors' and Mayor Reports

- (1) **Councillor Gerrard**

- a. Board of Police Commissioners
 - b. Joint Fire Services Committee
 - c. Valley Waste Resource Management Authority

- (2) **Councillor Huntley**

- a. Accessibility Committee
 - b. Kings Regional Transit Authority
 - c. Diversity Kings
 - d. Kings Point to Point

- (3) **Councillor Maxwell**

- a. Accessibility Committee
 - b. Annapolis Valley Trails Coalition

- (4) **Deputy Mayor Savage**

- a. Kings Regional Sewer
 - b. Investment Advisory Committee

- (5) **Councillor Yorke**

- a. Board of Police Commissioners

- b. Annapolis Valley Regional Library
 - c. Kings County Academy Parent Teacher Association
- (6) Councillor Zebian

(c) Mayor Sandra Snow

- a. Kings Regional Emergency Management Organization
- b. Source Water Protection Advisory Committee
- c. Water Commission
- d. Valley Regional Enterprise Network, Liaison and Oversight Committee
- e. Audit Committee

6. NEW BUSINESS

(a)

7. CORRESPONDENCE

(a)

8. PUBLIC COMMENTS

9. IN CAMERA

(a) Legal

10. ADJOURNMENT

TOWN OF KENTVILLE COUNCIL MEETING COVID-19 PROTOCOL

Meeting Minutes: January 25, 2021

This meeting was held via electronic means in accordance with the Direction from Minister Chuck Porter: "Effective at 2 pm on March 22, 2020, all municipal councils will discontinue holding their meetings in person, instead only virtual meetings may be held by video or telephone. Those virtual meetings must be recorded, and the minutes posted on a public website within 24 hours of the meeting."

Town Hall is closed to the public. Council voted by poll.

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 6:01 p.m.

PRESENT

Interim Chief Administrative Office (CAO) Brian Smith reported that all members of Council were present: Mayor Sandra Snow, Councillor Craig Gerrard, Councillor Paula Huntley, Councillor Cathy Maxwell, Councillor Cate Savage and Councillor Gillian Yorke and Councillor Andrew Zebian.

Staff in attendance included Interim Chief Administrative Officer Brian Smith, Solicitor Geoff Muttart, IT Manager Jason Bethune and Recording Secretary Jennifer West.

Incoming Chief Administrative Officer Dan Troke attended and was appointed at the end of the meeting.

REGRETS

DECLARATIONS OF CONFLICT OF INTEREST

None.

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

2. APPROVAL OF THE AGENDA

It was moved by Councillor Paula Huntley, and seconded by Councillor Gillian Yorke
That the agenda of January 25, 2021 be approved as presented.

MOTION CARRIED

3. APPROVAL OF THE MINUTES

(a) Minutes of Council meeting held on November 30, 2020

It was moved that the minutes of the Council meeting on November 30, 2020 be approved as distributed.

MOTION CARRIED

(b) Minutes of the Special Council meeting held on December 14, 2020

It was moved that the minutes of the Council meeting on December 14, 2020 be approved as distributed.

MOTION CARRIED

(c) Minutes of the Special Council meeting held on December 22, 2020

It was moved that the minutes of the Council meeting on December 22, 2020 be approved as distributed.

MOTION CARRIED

(d) Minutes of the Special Council meeting held on January 11, 2021.

It was moved that the minutes of the Council meeting on January 11, 2021 be approved as distributed.

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) Second Reading – Special Events Bylaw Revision, COVID-19

Mayor Snow reviewed the need for this bylaw and the process of approval.

Report available for more information.

Deputy Mayor Cate Savage declared a conflict of interest with this item at 6:06pm

- Discussion
 - Concerns about giving one business support during Covid, and opening the door to all businesses asking for support.
 - Concerns about the Federal grants to small businesses that became available after Council started discussing this amendment.
 - The Atlantic Bubble opened in July giving opportunity for events to continue.

It was moved by Councillor Craig Gerrard and seconded by Councillor Gillian Yorke

That Council approve Second Reading of the resolution and Special Events COVID-19 amending the Special Events Bylaw, to carry over 5 events from 2020 to 2021 due to COVID-19.

MOTION DEFEATED

Councillors who voted against this motion:

Huntley, Gerrard, Maxwell, Snow, Yorke and Zebian

Deputy Mayor Savage returns to the meeting at 6:18pm.

(b) Second Reading – Valley Waste Bylaw Revision

Mayor Snow reviewed the need for this bylaw and the process of approval.

Report available for more information.

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Cathy Maxwell

That Council approve Second Reading of the proposed Valley Waste Solid Resource Waste Management Bylaw, and further that the existing bylaw Chapter 92 be repealed on the adoption date of the new Bylaw.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

5. RECOMMENDATIONS AND REPORTS

(a) Council Advisory Committee – Presented by Councillor Craig Gerrard

1. Withdrawal of Funds from the Town Capital Equipment Reserve

At the December 14, 2020 meeting of Council Advisory Committee, Director Crowell presented her report requesting a withdrawal of \$73,000 for the purchase of trucks earlier in the year.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Councillor Craig Gerrard

That Council approve the withdrawal of \$73,000 from the Town's Capital Equipment Reserve to fund 2020-2021 transportation equipment acquisitions.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

2. Withdrawal of Funds from the Town Capital Reserve #1

At the December 14, 2020 meeting of Council Advisory Committee, Director Crowell presented her report requesting a withdrawal of \$207,396.16 from the Town's Capital Reserve fund for a number of projects in administration, protective services, transportation, recreation and economic development.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Councillor Cathy Maxwell

That Council approve the withdrawal of \$207,396.16 from the following reserves:

- | | |
|----------------------------------------------------------|--------------|
| - Town of Kentville Capital Reserve – General Allocation | \$200,960.01 |
| - Town of Kentville Capital Reserve Recreation | \$ 6,436.15 |

to partially fund capital acquisitions during the year 2020-2021.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

3. Regional Climate Action Plan

At the December 14, 2020 meeting of Council Advisory Committee, CAO Smith reviewed the staff report which describes the development of the Kings County Climate Change Mitigation and Adaptation Working Group, which asks Council to participate in the Federation of Canadian Municipalities “Partners in Climate Protection” project as the first step toward a regional climate action plan.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Councillor Andrew Zebian

That Council adopt and sign the Federation of Canadian Municipalities Joining Resolution for Partners for Climate Protection Program.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Deputy Mayor Cate Savage

That Council pre-approve a \$5,000 line item in the 2021-2022 budget, Kentville’s share in support of FCM Partners for Climate Protection Program \$60,000 grant.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

4. Noise Bylaw Revision – First Reading

At the January 11, 2021 meeting of Council Advisory Committee, CAO Smith reviewed the purpose of this bylaw, which is to better define and control unwanted noise within Town limits. Revisions to this bylaw should be changed to improve the application process for an exemption to this bylaw.

Report available for more information.

• Points of Discussion

- What will be the process for exemptions? A team of staff will carefully review each application. Applications are not automatically approved.
- Does the Town have a meter for enforcing this Bylaw? The device has not been purchased yet but is under review. There are other tools that can be

used to resolve noise issues before the equipment might be necessary to help find a solution.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Councillor Gillian Yorke

That Council approve the suggested changes to Bylaw Chapter 104 Noise Bylaw as presented and give First Reading to the Bylaw on January 25, 2021 meeting of Council and giving Second Reading to the Bylaw on February 22, 2021.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

5. Staff and Council Long Service Awards Policy Revision

At the January 11, 2021 meeting of Council Advisory Committee, CAO Smith reviewed the purpose of this policy which is to celebrate the service of Councillors and staff. This proposed revision will remove elected officials from this policy.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Councillor Cathy Maxwell

That Council approve the suggested changes to policies G39 “Council and Staff Long Service Awards” as presented.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

6. Municipal Energy Learning Group Recommendations to the Province

At the January 11, 2021 meeting of Council Advisory Committee, CAO Smith reviewed the report on the Municipal Energy Leaders Group (MELG) and gave a review of the recommendations being forwarded to the Province. Council has reviewed the 14 issues in this report and supports them in principle.

Report available for more information.

- **Points of Discussion**

- Discussion about the PACE program. The CAO will follow up on the PACE program funding and implementation.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Councillor Cathy Maxwell

That Council support, in principle, the 14 Quest recommendations from the Municipal Leaders Group to the Provincial government around climate change in Nova Scotia in the attached policy brief dated July 10 2020;

And further that these recommendations are included in policy and decision making for the Town of Kentville where appropriate;

And further that Council follow up with a letter of support to the Province.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

7. Catalyst Consulting Request

At the January 11, 2021 meeting of Council Advisory Committee, Director Gentleman reviewed the staff report which describes a rezoning application. The area of concern is at the southwest corner of Park Street and Shylah Drive near the Kentville Business Park. The request is a concurrent amendment of the Municipal Planning Strategy and the Land Use Bylaw, which would change the Future Land Use Designation from Commercial to Residential, and Highway Commercial to Residential High Density (R4) for 3 acres in this area.

Also during this meeting, Andrew Amos and Jason White from Catalyst Consulting gave a presentation about the aging population in Nova Scotia, and the opportunity for providing senior housing in Kentville at the proposed location.

Report available for more information.

• Points of Discussion

- The developer has requested that his application be changed and that they may be interested in a different rezoning application. More information is required from the developer.
- Discussion about the difference between public participation meeting and a public hearing.
- Would it be possible to hold a special council meeting after getting clarification from the developer? The new application may be a land use amendment and not a municipal planning strategy amendment, and clarification is needed before moving forward.
- Tabling the motion will allow for more information to come forward and will not slow the process down.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Councillor Craig Gerrard

That CAC direct staff to conduct a public participation meeting about this proposal and report back to Council for their consideration in terms of the request for an amendment to the Municipal Planning Strategy and the Land Use Bylaw.

Amendment: That Council table the motion to conduct a public participation meeting.

MOTION TABLED

Councillors who voted to table this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

8. Intermunicipal Service Agreements

At the January 11, 2021 meeting of Council Advisory Committee, CAO Smith reviewed his report which outlines the existing shares services for regional municipalities in the Valley. Regional municipal partners have renewed their commitment to more consistent shared service agreements in this revised Memorandum of Understanding document.

Report available for more information.

- **Points of Discussion**

- Council should take care to review and update intermunicipal agreements as they arise.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Councillor Andrew Zebian

That Council approve the attached Memorandum of Understanding (MOU) with our local municipal governments outlining the organization of work programs for a joint review of intermunicipal service agreements,

And further, authorize the MOU with the signatures of the Mayor and CAO.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

9. Kentville Historical Society Lease

At the January 11, 2021 meeting of Council Advisory Committee, Council met in camera to discuss a request to extend the lease agreement between the Town of Kentville and the Kentville Historical Society.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Councillor Cathy Maxwell

That Council extend the current lease with the Kentville Historical Society for an additional five (5) years ending on December 31, 2025 at the existing annual lease of \$1,500.00 plus HST;

And further, release the report publicly.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

(b) Councillors' and Mayor's Reports

1. Councillor Craig Gerrard

Mayor Snow received Councillor Gerrard's report on his activities over the past month. Highlights included CAO interviews, the valley waste facility, police board and police commission, and provincial review of municipal policing in the province.

Report available for more information.

2. Councillor Paula Huntley

Mayor Snow received Councillor Huntley's report on her activities over the past month. Highlights included CAO selection meetings, Kings Transit meeting, Nova Scotia Federation of Municipalities, meeting with Police Chief, Regional Emergency Management Organization and quality of life webinar.

Report available for more information.

3. Councillor Cathy Maxwell

Mayor Snow received Councillor Maxwell's report on her activities over the past month. Highlights included apologies for her late Council report, Zoom support meeting, and the trails coalition meeting.

Report available for more information.

4. Deputy Mayor Cate Savage

Mayor Snow received Councillor Savage's report on her activities over the past month. Highlights included investment advisory committee, regional sewer committee, and the Regional Emergency Management Organization.

Report available for more information.

5. Councillor Gillian Yorke

Mayor Snow received Councillor Yorke's report on her activities over the past month. Highlights included the Police Commission meeting, Annapolis Valley Regional Library, and the Kings County Parent Teacher Association, welcome to TOK staff Julia Stephenson, and school lunches at KCA.

Report available for more information.

6. Councillor Andrew Zebian

Mayor Snow received Councillor Zebian's report on his activities over the past month. Highlights included the CAO selection committee meetings and the joint council meeting.

Report available for more information.

(c) Mayor Sandra Snow

Mayor Snow submitted her report on her activities over the past month. Highlights included Acadia University value of "place", asset management, quality of life report, random acts of kindness, Kings Regional Management Organization, North East Kings local government workshop for students.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Gillian Yorke

That the reports from Council and the Mayor be accepted as presented.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

6. NEW BUSINESS

(a) Active Transportation Project Update

Director Bedingfield reviewed the Active Transportation Plan and the funding agreement that would allow implementation of the plan.

Report available for more information.

- **Points of Discussion**

- Will some of this grant be applied to existing sidewalks? Yes the downtown project will largely be repairing the sidewalks.
- Will narrow streets limit the building of bike lanes downtown? Bike lane designs must meet code and must be appropriate for the area.
- Will the plans for each year be available? The attachment has a description of every project.
- Council will review and approve projects each year moving forward.
- Importance of this grant to the Town and for students.
- This plan originally was scheduled to take 15 years and now will be completed in 7 years thanks to this grant.
- The Chester Avenue corridor is part of the Active Transportation plan.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Cathy Maxwell and seconded by Councillor Gillian Yorke

That Council support in principle the funding for the multi-year ICIP Green Infrastructure project, expected to expend \$943,851 over a 7-year period, which is the Town of Kentville's share of a multi-government funding agreement for which the Province of Nova Scotia is contributing \$1,179,550 and the Federal government is contributing \$1,430,600.

And further that Council pre-approve a \$46,672 line item in the 2021-2022 Capital Budget for this AT project, Kentville's share of the \$175,000 first year grant in support of the ICIP program.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

(b) Special Perpetual Investment Policy Revision

Deputy Mayor Cate Savage reviewed the Investment Policy and the changes required to improve its performance.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Gillian Yorke

That Council ratify the revisions to the Policy Statement G26 Special Perpetual Reserve Fund Investment Policy, and further once approved by Council the policy be forwarded to the Province for ministerial consent.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

(c) Resolution – African Heritage Month

Mayor Snow reviewed the 2021 African Heritage month theme “Black History Matters: Listen, Share, and Act”.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Deputy Mayor Cate Savage

Be it resolved that:

WHEREAS February is recognized internationally as African Heritage Month -a time to recognize and salute the many contributions and ongoing achievements of people of African Descent all over the world and here in: Town of Kentville in the Province of Nova Scotia, we celebrate a time of greater understanding.

WHEREAS we are in the 7th year of the International Decade for People of African Descent

WHEREAS this year’s theme: “Black History Matters: Listen, Learn, Share and Act”, recognizes the important legacy of people of African Descent and the long-standing history in the development of Canada. This theme brings focus and increased awareness of racialized issues of a community that has overcome great adversity for inclusion in all aspects of Society.

THEREFORE, be it resolved that I, Mayor Sandra Snow do hereby proclaim the month of February to be African Heritage Month. I encourage residents, businesses, and community groups to participate in the activities and celebrations and to take the opportunity to reflect on the story of Nova Scotia’s vibrant African Nova Scotian Community.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

(d) Resolution – 2021 Census

Mayor Snow reviewed the 2021 Census and support Kentville residents in filling out their census forms.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Paula Huntley and seconded by Councillor Craig Gerrard

Be it resolved that:

The Town of Kentville Council supports the 2021 Census resolution in Kentville.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

(e) Welcome to incoming Chief Administrative Officer Dan Troke

Mayor Snow extended a welcome from staff and Council to Dan Troke to Town Hall.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Craig Gerrard

That Council appoint Dan Troke as the Chief Administrative Officer and Town Clerk for the Town of Kentville effective January 25 2021.

Amendment:

That Council appoint Dan Troke as the Chief Administrative Officer for the Town of Kentville effective January 25 2021.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

7. CORRESPONDENCE

(a) Pauline Barnes – January 11, 2021

Ms. Barnes outlined her concerns about the proposed changes to the Special Events Bylaw Covid Revision and asked that Council not approve the request for more events.

Letter available for more information.

(b) Karen Adamson– January 14, 2021

Ms. Adamson outlined her concerns about the proposed changes to the Special Events Bylaw Covid Revision and asked that Council not approve the request for more events.

Letter available for more information.

(c) Mark Furey, Minister of Justice – January 19, 2021

Mr. Furey notified the Town that the deadline for completion of the Accessibility Plan has been extended by one year (to April 2022).

Letter available for more information.

(d) Linda Durling – January 21, 2021

Ms. Durling outlined her concerns about the proposed changes to the Special Events Bylaw Covid Revision and asked that Council not approve the request for more events.

Letter available for more information.

8. PUBLIC COMMENTS

None.

9. IN CAMERA

It was moved by Councillor Andrew Zebian and seconded by Councillor Paula Huntley

That Council proceed to a closed session at 8:15 pm to discuss legal and property matters.

MOTION CARRIED

*Councillors who voted in favour of this motion:
Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian*

Councillor Zebian declared a Conflict of Interest at 8:32 PM and did not return to the meeting.

It was moved by Councillor Cathy Maxwell and seconded by Councillor Craig Gerrard

That Council return to open session at 8:43 pm

MOTION CARRIED

*Councillors who voted in favour of this motion:
Huntley, Gerrard, Maxwell, Savage, Snow, and Yorke*

It was moved by Councillor Paula Huntley and seconded by Councillor Cathy Maxwell

Regarding the sale of Lot 2F in the Kentville Business Park,
That Council direct the CAO to proceed as directed in-camera.

MOTION CARRIED

*Councillors who voted in favour of this motion:
Huntley, Gerrard, Maxwell, Savage, Snow, and Yorke*

It was moved by Councillor Craig Gerrard and seconded by Councillor Deputy Mayor Cate Savage

Regarding the sale of the former Robinson Property,
That Council direct the CAO to proceed as directed in-camera.

MOTION CARRIED

*Councillors who voted in favour of this motion:
Huntley, Gerrard, Maxwell, Savage, Snow, and Yorke*

Member of Council thanks Interim CAO Brian Smith for his time and service to the Town of Kentville Staff and Council.

10. ADJOURNMENT

It was moved by Deputy Mayor Cate Savage

That the January 25, 2021 meeting of Council be adjourned at 8:50 p.m.

MOTION CARRIED



TOWN OF KENTVILLE SPECIAL COUNCIL MEETING Meeting Minutes: January 27, 2021

Town Hall is closed to the public. Council voted by poll.

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 8:32 a.m.

PRESENT

Chief Administrative Office (CAO) Troke, reported that all members of Council were present: Mayor Sandra Snow, Deputy Mayor Cate Savage, Councillor Craig Gerrard, Councillor Paula Huntley, Councillor Cathy Maxwell, Councillor Gillian Yorke and Councillor Andrew Zebian.

Staff in attendance included Consultant Brian Smith, Solicitor Geoff Muttart and via ZOOM, Solicitor Rick Dunlop

REGRETS

DECLARATIONS OF CONFLICT OF INTEREST

None.

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

2. APPROVAL OF THE AGENDA

RECOMMENDATION TO COUNCIL

It was moved by Councillor Gerrard and seconded by Councillor Huntley

That Council approve the agenda

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Huntley, Maxwell, Savage, Yorke, Zebian and Snow

3. NEW BUSINESS

Legal Opinion on Human Resources

4. IN CAMERA

It was moved by Deputy Mayor Savage and seconded by Councillor Paula Huntley

That Council move to a closed session at 8:37 a.m. to receive and discuss a Legal opinion on a human resources issue.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Huntley, Maxwell, Savage, Yorke, Zebian and Snow

It was moved by Deputy Mayor Savage and seconded by Councillor Gerrard

That Council retire from the closed session and return to open session at 10:05 a.m.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Huntley, Maxwell, Savage, Yorke, Zebian and Snow

5. NEW BUSINESS

It was moved by Deputy Mayor Savage and seconded by Councillor Gerrard

That Council direct the CAO to implement the recommendations as discussed in the closed session.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Huntley, Maxwell, Savage, Yorke, Zebian and Snow

6. ADJOURNMENT

It was moved by Councillor Gerrard

That the January 27, 2021 meeting of Council be adjourned at 10:08 a.m.

MOTION CARRIED



COUNCIL ADVISORY COMMITTEE

Recommendation to Council

Re: Sundry Write Offs

At the February 8, 2021 meeting of Council Advisory Committee, Director Crowell presented her report from the Town collection officer outlining the need to write off receivable accounts in the amount of \$8,658.90.

Council Advisory Committee recommend

That Council approve to write off the Sundry Receivable Account as attached in the amount of \$8,658.90.



Memo

To: Dan Troke, CAO

From: Debra Crowell, Director of Finance

CC:

Date: February 1, 2021

Re: **TOWN OF KENTVILLE SUNDRY WRITE OFFS**

You will find a listing attached from the Town's Collection Officer indicating the need to write off sundry receivable accounts in the amount of **\$8,658.90**. The accounts have been sent to our external collection agency.

Write-offs are a housekeeping matter. The Town's policy indicates that accounts are written off once it is known that the account is uncollectible. Internal collection attempts have failed and the likelihood of collection is diminished. If funds are collected through the efforts of our external collection facility, the revenue will be recorded at that time.

RECOMMENDATION

I recommend to Council Advisory Committee that the attached sundry receivable accounts in the amount of **\$8,658.90** be approved for write off and forwarded to Town Council for ratification.

[illegible]

\$8,592.22	\$66.68	\$8,658.90
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COUNCIL ADVISORY COMMITTEE

Recommendation to Council

Re: Tax Exemptions

At the February 8, 2021 meeting of Council Advisory Committee, Director Crowell presented her report reviewing the Low Income Tax Exemption Policy.

Council Advisory Committee recommend

That Council approve the resolution for Low Income Tax Exemption for the 2021-2022 year as detailed.

Exemption amount:	\$257 to \$546
Income ceiling:	\$27,971
Deadline for applications:	June 30, 2021

Memo

To: Dan Troke, CAO

From: Debra Crowell, Director of Finance

CC:

Date: January 23, 2021

Re: **TAX EXEMPTION – SECTION 69- 2021/2022**

BACKGROUND

Every year Town Council provides a partial tax exemption to individual property owners who meet certain requirements. Council must pass the necessary resolution annually setting out the maximum exemption and the income ceiling. As a guideline, the Town sets the income ceiling at a level equal to the maximum Old Age Security (OAS) and Guaranteed Income Supplement (GIS) paid to a married couple.

AUTHORITY

The authority to grant a tax exemption to any person is found in the Municipal Government Act, Section 69 entitled ***"Low income tax exemption policy"***. This section states:

That **"income"** includes a person's total income from all sources for the calendar year preceding the Town's fiscal year and includes the income from all other members of the same family residing in the same household but does not include an allowance paid pursuant to the *War Veterans' Allowance Act* (Canada) or pension paid pursuant to the *Pension Act* (Canada). (S.69 (1))

That Council may grant an exemption to the extent set out in this resolution for a person whose income is below the amount set out in the policy. (S.69 (2))

That Council may provide that a person applying for an exemption pursuant to this Section shall provide proof confirming the person's income. (S.69 (3))

That the policy to grant an exemption from taxation may:

Specify the exemption extends to persons who are residents of the municipality or property of a ratepayer occupied as the ratepayer's principal residence. (S.69 (4) (a))

Provide that where a property is assessed to more than one person, any of them who is entitled to an exemption may receive only the portion of the exemption equal to that person's share of the total assessment for the property. (S.69 (4) (b))

Specify a date, not less than thirty days after the filing of the assessment roll, after which no application for an exemption will be received. (S. 69 (4) (c))

ANALYSIS

For 2020, a single Old Age Pensioner, eligible for OAS and GIS received \$18,363, while a married couple both eligible for OAS and maximum GIS received \$27,971.

The following table cites the comparative information for a five-year period.

<u>TAXATION YEAR</u>	<u>INCOME CEILING</u>	<u>EXEMPTION AMOUNT</u>	<u># OF PERSONS</u>	<u>TOTAL OF EXEMPTIONS</u>
	\$	\$		\$
2016/17*	25,778	241 to 512	43	12,310
2017/18*	26,127	244 to 519	42	12,468
2018/19*	26,507	246 to 524	36	11,650
2019/20*	27,048	253 to 539	44	13,052
2020/21*	27,619	256 to 544	37	11,334

*In 2014, the Town moved to a sliding income/exemption scale. The exemption is increased annually by the cost-of-living figure used for the assessment CAP by Property Valuation Services Corporation. For 2021, the CAP rate is 0.3%.

All participants of the program in 2020 will be sent an application for the exemption in 2021. As well, notice will appear on the Town's website and other means of social media detailing the particulars of the program.

RECOMMENDATION

I recommend to Council Advisory Committee that the attached resolution for Low Income Tax Exemption for the 2021/22 year be approved and forwarded to Town Council for ratification.

Exemption amount: \$257 to \$546

Income ceiling: \$27,971

Deadline for applications: June 30, 2021

RESOLUTION

LOW INCOME TAX EXEMPTION-TOWN OF KENTVILLE

BE IT RESOLVED by Council of the Town of Kentville

THAT an exemption from taxes for the period **April 1, 2021 to March 31, 2022** be granted pursuant to Section 69 of the MGA, as follows:

Income Range (per annum)	Exemption Amount 2021/2022
< \$12,000	\$546
\$12,001-\$16,000	\$433
\$16,001- \$18,000	\$327
\$18,001- income ceiling	\$257

THAT the exemption be granted to persons whose total income from all sources (and including the income of all other persons of the same family residing in the same household as the applicant ratepayer) for the year 2020 is equal to or less than **\$27,971**. (An allowance paid pursuant to the War Veterans' Act (Canada) and the Pension Act (Canada) is excluded, as is a tax rebate provided by the Province.)

THAT the property must be occupied by the applicant ratepayer.

THAT where a property is assessed to more than one person, any of them who is entitled to an exemption may receive only the portion of the exemption equal to that person's share of the total assessment for the property, but where different interests are not separate, then to that portion determined by the treasurer, whose determination is final.

THAT no application for an exemption will be considered unless made on or before the 30th day of June 2021.

THIS IS TO CERTIFY that the foregoing resolution was passed at a duly called meeting of the Town Council held on the day of AD 2021.

GIVEN under the hand of the Town Clerk and under the corporate seal of the Town of Kentville this day of AD 2021.

Dan Troke, Town Clerk



COUNCIL ADVISORY COMMITTEE

Recommendation to Council

Re: Taxi Bylaw

At the February 8, 2021 meeting of Council Advisory Committee, CAO Troke reviewed the staff report outlining the need to revise taxi registration charges and other administrative fees through the Kentville Police Service.

Council Advisory Committee recommend

That Council give First Reading to the amended Taxi Bylaw.

TO: Council

SUBMITTED BY: Dan Troke, Chief Administrative Officer
Jennifer West, Executive Assistant

DATE: February 8, 2021

SUBJECT: Revision to Taxi Bylaw

ORIGIN

The purpose of the Taxi Bylaw is to regulate the licensing of taxi drivers and cars within the Town of Kentville. Rates for taxi registration services have not been updated since 2003 and many of the licensing fees are not commensurate with regional or provincial rates. Current fees do not cover the administrative costs of licensing services. The fee changes from the existing bylaw reflect rates charged by Access Nova Scotia for taxi licensing.

DISCUSSION

Proposed changes will bring some fees to match the regional fees:

	Current	Proposed
Taxi-cab Owners License	\$25.00	\$25.00
Taxi-cab Drivers License	\$10.00	\$20.00
Transfer of a Taxi-cab License	\$3.00	\$15.00
Criminal records check	no fee	\$30.00
Drivers abstract	no fee	\$20.00
Violation of bylaw, first offence	\$15.00	\$50.00
Violation of bylaw, second offence	\$25.00	\$100.00
Violation of bylaw, third offence	\$50.00	\$150.00

These are similar to fees charged in Kings County and Wolfville: Taxi owners licence is \$25 in Kings County and Wolfville, Taxi drivers license is \$25 in Kings County and \$10 in Wolfville, criminal records check and drivers abstract fees match Access Nova Scotia fees.

POLICY IMPLICATIONS

None.

BUDGET IMPLICATION

Increased revenue from licensing

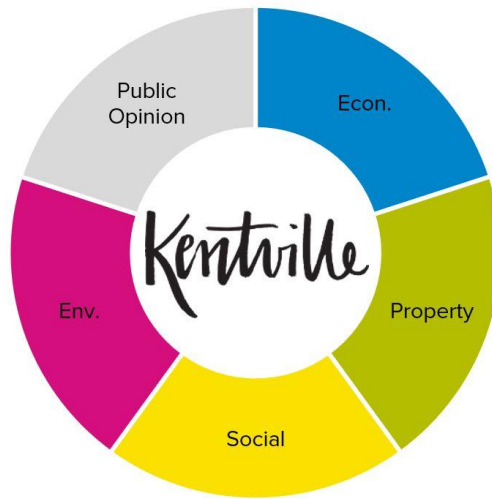
ATTACHMENTS

Draft Taxi Bylaw

RECOMMENDATIONS

That Council approve the proposed changed to the Taxi Bylaw and give First Reading to this bylaw on February 22, 2021.

Town of Kentville Decision Wheel:





TOWN OF KENTVILLE BY-LAW

CHAPTER 64 CHAPTER 64

TAXI BY-LAW

1. The transport by vehicle of passengers or goods within the boundaries of the Town of Kentville for a fee shall be deemed to be transport by Taxi-Cab. Where such transport is by a vehicle that is a public utility as defined in the Public Utilities Act or a motor carrier who is required to be licensed under the Motor Carrier Act, this By-law shall not apply to that vehicle.
 2. It shall be an offence for any person to charge a fee for the transport by vehicle of passengers or goods within the boundaries of the Town of Kentville unless such person is the holder of a valid Taxi-Cab License issued by the Town of Kentville.
 3. Before any person operates a Taxi-Cab within the Town of Kentville, such person must make Application for and be issued a Taxi-Cab License. Applications shall be made in writing on a form provided therefor by the Town.
 4. Information required of the Applicant by the Town shall include, but may not necessarily be limited to:
 - a. The full name and address of the Applicant;
 - b. A description of the Taxi-Cab to be used, giving the registration or other number sufficient, in the opinion of the Town, to identify it;
 - c. The age of the Applicant;
 - d. The number of years during which the Applicant has been licensed to operate a motor vehicle;
 - e. The number of the Applicant's chauffeur's license then in force;
 - f. The amount of the insurance in force on the Taxi-Cab with the name and contact information of the insurance company, the name and contact information of the insurance agent, and the number of the policy of insurance;
 - g. A statement of any convictions under any Act or By Law against the Applicant or person in the employ of the Applicant and a consent to allow the Town to inquire of Police and regulatory authorities as to the driving and criminal record of the Applicant.
 5. It shall be an offence under this By Law for a person to make a false statement of fact in the Application.
 6. Every driver of a Taxi-Cab to be licensed under this By Law must:
 - a. Be the holder of a valid chauffeur's license issued under the provisions of the Nova Scotia Motor Vehicle Act;
-

- b. Have and maintain at all times in force on the Taxi-Cab public liability, property damage and cargo or passenger hazard insurance in the full minimum amounts of:
 - i. Public Liability \$1,000,000.00
 - ii. Property Damage \$ 500,000.00
 - iii. Passenger and Cargo Insurance \$1,000,000.00
- c. Keep the Taxi-Cab in a clean condition, both inside and outside;
- d. Keep the Taxi-Cab in good mechanical repair.
- 7. No person shall operate a Taxi-Cab unless he has applied to the Town for and the Town has issued to him a valid license, herein referred to as a Taxi-Cab Driver's License.
- 8. Every Application for a Taxi-Cab Driver's License shall be made in writing to the Town in the same manner as an Application for a Taxi-Cab License and shall contain the same information as an Application for a Taxi-Cab License.
- 9. Every Application under this By Law shall be filed with the Town and shall be accompanied by the license fee required by the Town.
- 10. The Town may designate an official or employee of the Town as its delegate to administer and enforce this By-Law. In the absence of a formal designation, the person to whom the function is designated shall be deemed to be the Town's By-Law Enforcement Officer.
- 11. In the case of an Application for a Taxi-Cab License, the Applicant shall cause the Taxi-Cab to be inspected by a licensed garage and shall produce to the Town a vehicle inspection certification.
- 12. The Town shall make such enquiries as it deems appropriate to determine that the Applicant, whether the Applicant for a Taxi-Cab License or a Taxi-Cab Driver's License qualifies, under the provisions of this By-Law, to have a license and the Town may deny a license to those persons who do not so qualify.
- 13. A license shall not be issued or continued unless:
 - a. The Taxi-Cab carries a valid inspection certificate;
 - b. The amount of the license fee has been paid to the Town;
 - c. The Application has been completed in full;
 - d. The amount of the insurance required is in effect;
 - e. The Applicant is in possession of a valid chauffeur's license.
 - f. The Applicant has not been convicted of any offence against the Criminal Code of Canada or The Excise Act of Canada;

and the Applicant's Application may be rejected or a Taxi-Cab license and/or Taxi-Cab Drivers license revoked by the Town if the person has been convicted of an offence under the Motor Vehicle Act of Nova Scotia, the Liquor Control Act of Nova Scotia, or under any other Act or By Law.

- 14. A person shall be guilty of an offence and the Town, in addition to such other penalty as is herein provided, may suspend any license for any period, subject to review in one (1) year where:

- a. The Taxi-Cab operated under the license is not kept clean and in good mechanical condition, or
- b. The licensee has, since the date of issue of the license, been convicted of any offence under any Act of the Province of Nova Scotia or under any Town By Law;
- c. The owner of the Taxi-Cab has failed to maintain insurance as required by this By Law.

and shall suspend, without the right of review, the licensee where he has been convicted of any offence against the Criminal Code of Canada since the date of issue of his license.

15. A person whose license has been suspended or revoked or whose Application for a license has been refused, may appeal such action to the Chief Administrative Officer of the Town who may;
 - i. Approve the action;
 - ii. Vary the action; or
 - iii. Allow the appeal and set aside the action;
16. Every Taxi-Cab shall have prominently displayed on its roof a sign bearing the word "Taxi", which sign and word shall be lighted after dark and be clearly visible at all times from a distance of two hundred (200) feet.
17. The amount of the license application fee payable under this By Law shall be:
 - a. Twenty five dollars (\$25.00) per Taxi-Cab License;
 - b. ~~Ten~~ Twenty dollars (~~\$10.00~~ 20.00) for every Taxi-Cab Driver's License, and,
 - ~~c. —Three~~ Fifteen dollars (~~\$3.00~~ 15.00) for the transfer of a Taxi-Cab License.
18. No license to drive a Taxi-Cab may be transferred from one person to another.
19. A Taxi-Cab License shall be issued for one Taxi-Cab only, and a description of the Taxi-Cab shall be given on the license. If the owner wishes to discontinue the use of that Taxi-Cab and/or replace it with another Taxi-Cab, the substituted Taxi-Cab shall be subject to and comply with the regulations as to licensing under this By Law at the time of transfer. Such transfers shall not be made without the approval in writing of the Town.
20. All licenses shall be for a period of one (1) year, from the 1st day of April to the 31st day of March of each year. The Town, where a license is issued during the twelve month period, may charge a pro-rated application fee.
21. Any person who contravenes a section of this By-Law punishable by a fine and who is given notice of the option to do so, may pay to the Town at the place specified in the notice, the sum of fifty dollars (~~\$15.00~~ 50.00) within 14 days of the date of the notice and shall thereby avoid prosecution for that contravention.

22. Any person who violates any of the provisions of this By Law, in addition to being liable to have his license refused, suspended or cancelled, is guilty of an offence and shall be liable:
- a. for the first offence to a penalty of not less than ~~fifteen~~ fifty dollars (~~\$15.00~~ 50.00) and in default of payment, to imprisonment for a term of not more than thirty (30) days, and
 - b. for a second offence, to a penalty of not less than ~~twenty five~~ one hundred dollars (~~\$25.00~~ 100) and in default of payment, to imprisonment for a term of not less than thirty (30) days and no more than sixty (60) days, and
 - c. for a third offence or any subsequent offence, to a penalty of not less than ~~one hundred and fifty dollars~~ (~~\$50.00~~ 150.00) and in default of payment, to imprisonment for a term of not less than thirty (30) days and not more than sixty (60) days.
23. The owner of a Taxi-Cab shall be liable, jointly with the driver thereof, for any violation of this By Law by a driver.
24. The Town may specify, by written notice to licensees, places within the Town to be used as Taxi Stands. If Taxi Stands have been specified, no owner or driver of any Taxi-Cab shall permit the same, when not engaged, to stand on any public street or highway, except at a specified Taxi Stand.

Date of first reading:	April 9, 2003
Date of advertisement of Notice of Intent to Consider:	April 22, 2003
	April 29, 2003
Date of second reading:	May 21, 2003
*Date of advertisement of Passage of By-Law:	May 27, 2003
Date of mailing to Minister a certified copy of By-Law:	June 5, 2003

I certify that this Taxi Bylaw – ~~Chapter 64~~ was adopted by Council and published as indicated above.

*Effective Date of the By-Law unless otherwise specified in the By-Law

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Craig Gerrard

Date of Last Council Meeting Attended:

January 25, 2021

Date of Last Council Advisory Meeting Attended:

February 8, 2021

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
January 20, 2021	Valley Waste	
January 29, 2021	Kentville Police Commission	My Letter to Minister Furey Letters from DOJ re Committee review of policing provincially Parking spaces, line painting especially cross walks Online webinars Budget is right on target at 75% consumed
February 2, 2021	Webinar on Effective Collaboration and Evaluation with Police Leadership	
February 3	Valley Waste Meeting	Budget update
February 15	NSAPG Executive Meeting	Updates on recent activities in the provincial policing world – The province has struck an internal committee to carry out an analysis of policing across Nova Scotia. This pertains to both Municipal

COUNCILOR REPORT KENTVILLE TOWN COUNCIL

		police and RCMP. A memo came out as of February 3 that Police officers are not considered essential enough to obtain the vaccination ahead of regular healthy citizens.
February 11	KJFS	Discussion around budget (in Camera)

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis

Conference Attendance and Synopsis

Date	Conference	Synopsis

COMMITTEE MEETING SYNOPSIS – COMPLETED BY COMMITTEE REPRESENTATIVE ONLY

Detail	Synopsis

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Committee Name		Meeting Date:	
Meeting Highlights:			
Budget:			
New Projects:			
Policy Changes:			

Misc Events

Date	Synopsis

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Paula Huntley

Date: February 17, 2021

Date of Last Council Meeting Attended: January 25, 2021

Date of Last Council Advisory Meeting Attended: Feb 8, 2021

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
Feb 1	Diversity meeting	
Feb 8	CAC Meeting	
Feb 9	Accessibility meeting	Discussed Draft of accessibility plan
Feb 11	Kings Transit	Board Orientation/Learning
Jan 26	KPPT Meeting	

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
Feb 20/2021	Coldest night of the year	Center Square

Conference Attendance and Synopsis

Date	Conference	Synopsis

COMMITTEE MEETING SYNOPSIS – COMPLETED BY COMMITTEE REPRESENTATIVE ONLY

Detail	Synopsis		
Committee Name	Diversity Kings County	Meeting Date:	Feb 1/21

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Meeting Highlights:	Action plan update, guest speaker Steve Johnson (School Liaison & Craig Gibson – Black History matters Presentation
Budget:	n/a
New Projects:	
Policy Changes:	

Misc Events

Date	Synopsis
JAN 25,26,27	Financial management/NS Municipalities
Jan 25	Why Hire a person with Disabilities- Virtual series
Jan 28	Diversity in Management – Virtual
Jan 29	Valley REN 1 st connector meet
Jan 30	Light 4 Learning Introduction
Feb 1	Coastal Climate Meeting-Ecology Centre
Feb 4	Capital & Operating session for Municipalities with DMAH
Feb 5	Learning meeting with Retail operations manager at Glooscap Ventures
Feb 10	Training for Volunteer of Canadian Blood Services- to be able to participate in Kentville's blood drive

Councilor Report

Kentville Town Council

Name: Cathy Maxwell

Date: Feb 17/21

Date of Last Council Meeting Attended: Jan 25/21

Date of Last Council Advisory Meeting Attended: Feb 8/21

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
Dec 22/21	Special Council Meeting	CAO Recruitment
Jan 27/21	Special Council Meeting	HR Issue
Feb 9/21	Accessibility Committee	See Attached Report
Feb 11/21	Annapolis Valley Trails Coalition Meeting	See Attached Report
Feb 12/21	Discussions with Citizens	<ul style="list-style-type: none"> - Mill Run Snowbank Crosswalk Issue - Belcher Street Water Runoff issue

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
Feb 13/21	Fire and Ice Memorial Park Sledding Party	Dropped into this event and was very impressed with the turnout and organization! Everyone was having fun and to say it was a success does not do it justice! Fantastic event!!
Feb 15/21	Fire and Ice Family Snow Play Day at Oakdene Park	Dropped over to Oakdene park to take in this event. My first thought was "this is the vision we had for this park" The park was super busy with families enjoying the sledding hill, playground, playbox session,

Councilor Report

Kentville Town Council

		skating on the pond and snowshoeing! Another Fantastic Event!
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Committee Meeting Synopsis – Completed by Committee Representative only

Detail	Synopsis		
Committee Name	Accessibility Committee – Director Bedingfield filled in the group on the application for the Federal Grant and how if we are successful it will help move the work of this accessibility project ahead much faster. The committee members were given a copy of the Accessibility Plan by Houdini to read and give feedback on. There was also discussion on how important it will be to come up with an education plan to ensure success of the project.	Meeting Date:	Feb 9/21

Committee Meeting Synopsis – Completed by Committee Representative only

Detail	Synopsis		
Committee Name	Annapolis Valley Trails Coalition – The coalition is on target with their budget. We went over the work plan for this year and happy to note that the kiosks for Kentville will be completed this year barring any big weather	Meeting Date:	Feb11/21

Councilor Report

Kentville Town Council

	<p>events. Looked at registration numbers for the Trans Canada Trail and was please to note the Town of Kentville is registered. This means we can access funds from this organization for work on our section of the trail. The NS Trails For all Conference will be held from Sept 15-19. As the name suggests this conference will focus on Accessibility for Trails. More info can be found on the NS Trails website.</p>		
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Councilor Report

Kentville Town Council

Name: Cate Savage

Date: February 16, 2021

Date of Last Council Meeting Attended: January 25th

Date of Last Council Advisory Meeting Attended: February 8th

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
February 11 th	JFSC	Budget discussions
Feb 17 th	IAC	Report from IA on perpetual fund. Jan 2021 – - weighted yield 1.26% - against the balanced income CAD market (.86) % - market value is north of \$14 million – IPS revisions have been approved by council and forwarded to the Minister for final approval.

Town of Kentville Event Attendance and Synopsis

Date	Event/Conference	Synopsis
February 11 th	Fire and Ice weekend ...	Trail of love – gorge Kissing booth Friday evening – music / shopping

Misc Events

Date	Synopsis
Jan 21 st	Lunch with Mayor Snow – Topics included – strategic plan – asset management – affordable housing – other misc. items.

Councilor Report Kentville Town Council

Jan 27 th	In camera meeting – legal issues

Expenses

This month	Year to Date

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Gillian Yorke

Date: February 22, 2021

Date of Last Council Meeting Attended: January 25, 2021

Date of Last Council Advisory Meeting Attended: February 11, 2021

Date of Last Governance Session Attended: n/a

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
January 29, 2021	Police Commission	Webinars and Year End
February 16, 2021	KCA PTA	Fundraising and Appreciation
February 17, 2021	Library Boards Association Nova Scotia AGM	Financial Updates and Appointments
February 18, 2021	Annapolis Valley Regional Library	Grants and Training

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
February 11-15	Fire and Ice Winter Teaser	Trail of Love, Miners Marsh, Downtown Shopping

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Conference Attendance and Synopsis

Date	Conference	Synopsis
February	Police Governance Matters: Effective Collaboration and Evaluation with Police Leadership	Evaluation and Common Pitfalls of Police Boards
February 19	Defense, Security and Justice: Community Series	Forensics and leading trends for investigations/investigators

COMMITTEE MEETING SYNOPSIS – COMPLETED BY COMMITTEE REPRESENTATIVE ONLY

Detail	Synopsis		
Committee Name	Police Commission	Meeting Date:	January 29 th , 2021
Meeting Highlights:	Year End review of call stats, letter sent to DOJ on behalf of the board with regard to jail cells being closed and impacts those closures have on KPS		
Budget:	n/a		
New Projects:			
Policy Changes:	n/a		

Detail	Synopsis		
Committee Name	KCA PTA	Meeting Date:	February 16, 2021
Meeting Highlights:	Success of recent fundraisers, the continued success of the school cafeteria program, pivot away from traditional Spring Fling into a COVID friendly family event in early June		

COUNCILOR REPORT KENTVILLE TOWN COUNCIL

Budget:	n/a
New Projects:	Spring Fling Burger Wars competition
Policy Changes:	n/a

Detail	Synopsis		
Committee Name	AVRL AGM	Meeting Date:	February 17, 2021
Meeting Highlights:	Year End review of AVRL (originally meant to be held in October, postponed due to COVID)		
Budget:	n/a		
New Projects:			
Policy Changes:	n/a		

Detail	Synopsis		
Committee Name	AVRL Board Meeting	Meeting Date:	February 18 th , 2021
Meeting Highlights:	Grants and Training opportunities, grand opening of new AVRL branch in Kingston		
Budget:	n/a		
New Projects:	Training		
Policy Changes:	n/a		

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Misc Events

Date	Synopsis
n/a	

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Andrew Zebian

Date: February 16th 2021

Date of Last Council Meeting Attended: January 25th

Date of Last Council Advisory Meeting Attended: February 8th

COMMITTEE MEETING ATTENDANCE AND SYNOPSIS

Date	Committee	Synopsis
-February 17th	INVESTMENT ADVISORY COMMITTEE	

MISC EVENTS

Date	Synopsis
January 27 th /29th	I took a 2 day training session on FINANCE MANAGEMENT for ELECTED OFFICIALS.

EXPENSES

This month	Year to Date
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COUNCILOR REPORT
KENTVILLE TOWN COUNCIL

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Councilor Report

Kentville Town Council

Name: Sandra Snow

Date: 17 February 2021

Date of Last Council Meeting Attended: 25 January 2021

Date of Last Council Advisory Meeting Attended: 8 February 2021

Date of Last Governance Session Attended: N/A

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
21 Jan 21	Valley Region REAP	The Valley Region Regional Entrepreneurship Acceleration Program (REAP) met check in prior to next meeting
25 Jan 21	VREN LOC	Meeting with Board Chair to discuss next meeting plans
25 Jan 21	Council Meeting Preparation	Meeting with new CAO and interim CAO
25 Jan 21	Council Meeting	Special Events Bylaw – Second Valley Waste Bylaw – Second Capital reserve withdrawal Climate Progress Report Noise Bylaw Kings Municipalities MOU for IMSA
26 Jan 21	MIT REAP Nova Scotia	Launch with MIT – several presentations describing the work ahead and the assignments which must be completed before April.
27 Jan 21	Special Council Meeting	Report from legal counsel on HR
28 Jan 21	VREN Taskforce	Valley Regional Enterprise Regional Economic Taskforce – Act LOCAL initiative update
28 Jan 21	NSFM Special Council Meeting	Housing Commission Letter
28 Jan 21	VREN Board Meeting	Monthly business meeting
3 Feb 21	NSFM Mayors and CAO	Housing commission and other business

Councilor Report Kentville Town Council

4 Feb 21	MFC Board Meeting	Quarterly meeting to review funding
8 Feb 21	CAC Meeting	KBC – Annual Report Kings REMO – Update on COVID Sundry writeoffs Low Income Tax Taxi Bylaw
11 Feb 21	VREN Regional Taskforce	By-weekly update from Municipalities, new programs coming from NSBI
12 Feb 21	MIT REAP	Virtual Coffee Break with DM Bernie Miller on entrepreneurship in NS
17 Feb 21	VREN Board Chair Meeting	Meet the CAO, economic development in Kentville

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
13 Feb 21	Fire and Ice Weekend	Saturday in Downtown Kentville

Conference Attendance and Synopsis

Date	Conference	Synopsis
2 Feb 21	NSFM Board	Orientation for new members
4 Feb 21	NSFM Webinar	Presentation of grants and funding available to municipalities from the Provincial Government

Misc Events

Date	Synopsis
21 Jan 21	Lunch meeting with Deputy Mayor
5 Feb 21	How to use Canvas – MIT REAP
5 Feb 21	Presentation to RCAF Recruit class at Aldershot