

TOWN OF KENTVILLE COUNCIL COVID-19 PROTOCOL AGENDA March 29, 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, February 22, 2021
- 4. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS
 - (a) Taxi Bylaw Second Reading
- 5. RECOMMENDATIONS AND REPORTS
 - (a) Council Advisory Committee Deputy Mayor Cate Savage
 - (1) Withdrawal from Capital Fund (#2)
 - (2) Withdrawal from Equipment Reserve Fund (#2)
 - (3) Blanket Withdrawal from Operating Reserve Fund
 - (4) Valley Waste Resolution
 - (5) Regional Sewer Operating Budget
 - (6) Committee Appointments
 - (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) Land issue
 - (b) Land issue
- 10. ADJOURNMENT

Council Meeting Minutes February 22, 2021 Approved March 29, 2021



TOWN OF KENTVILLE COUNCIL MEETING COVID-19 PROTOCOL

Meeting Minutes: February 22, 2021

This meeting was held live in council chambers in Town Hall and shared online using Zoom. It was livestreamed on Facebook and posted to YouTube with closed captioning after the meeting.

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

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 6:00 p.m.

PRESENT

Chief Administrative Officer (CAO) Dan Troke 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 Chief Administrative Officer Dan Troke, Solicitor Geoff Muttart (arrived at 6:30pm), IT Manager Jason Bethune and Recording Secretary Jennifer West.

REGRETS

None.

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 Deputy Mayor Cate Savage, and seconded by Councillor Paula Huntley

Addition to in camera, Joint Fire Services Update

That the agenda of February 22, 2021 be approved.

MOTION CARRIED

3. APPROVAL OF THE MINUTES

(a) Minutes of Council meeting held on January 25, 2021.

An error was identified in a motion of these minutes on page 4, item 3. This was addressed later during this meeting.

It was moved that the minutes of the Council meeting on January 25, 2021 be approved as distributed.

MOTION CARRIED



(b) Minutes of the Special Council meeting held on January 27, 2021.

It was moved that the minutes of the Council meeting on January 27, 2021 be approved as distributed.

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) Amendment to a Previously Approved Motion

Mayor Snow reviewed the need to amend a motion passed on January 25, 2021 which stated the incorrect source of a grant for the regional climate action plan project. Notice was given to Council regarding this change on February 18, 2021 at 4:24pm.

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

That Council move to amend the name of the grant in the previously adopted motion at the January 25th, 2021 Council Meeting to pre-approve funding by changing the name of the grant to read Nova Scotia Low Carbon Communities vice FCM Partners for Climate Protection Program.

MOTION CARRIED

Councillors who voted against for this motion: Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

(b) Second Reading – Noise Bylaw

Mayor Snow reviewed the need for changes to this bylaw relating to the process of appealing an application.

Report available for more information.

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

That Council approve the suggested changes to the Noise Bylaw as presented and provide second Reading of the Noise Bylaw.

MOTION CARRIED

Councillors who voted against this motion: Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian

(c) Catalyst Consulting

Mayor Snow reviewed the request associated with Catalyst Consulting which was tabled at the January 2021 meeting of Council Advisory Committee. The staff request for a public participation meeting is not longer needed because the application was cancelled by the developer. Notice was given to Council regarding this change on February 18, 2021 at 4:24pm.

Report available for more information.



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

That Council postpone indefinitely the request to conduct a public participation meeting.

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. 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.

Report available for more information.

RECOMMENDATION TO COUNCIL

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

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

MOTION CARRIED

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

2. Tax Exemptions

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

Report available for more information.

RECOMMENDATION TO COUNCIL

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

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

MOTION CARRIED

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

3. Taxi Bylaw – First Reading



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.

Report available for more information.

RECOMMENDATION TO COUNCIL

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

That Council give First Reading to the amended Taxi Bylaw.

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 Valley Waste budget discussions, Board of Police Commissioners, and procedures for transferring inmates.

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 the Accessibility Committee, Kings Transit, and Diversity Kings.

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 Accessibility Committee, meetings with citizens, the Fire and Ice program around town, and the Annapolis Valley Trails Coalition.

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 the Investment Advisory Committee, and the Fire and Ice program.

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 Board of Police Commissioners, Annapolis Valley Regional Library, Kings County Academy Parent Teachers Association, LVANS meeting and the opening of the Kingston branch of the library.

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 training session for financial management, and an in camera meeting.

Report available for more information.

(c) Mayor Sandra Snow

Mayor Snow submitted her report on her activities over the past month. Highlights included the Regional Entrepreneurship Acceleration Program, the Valley Regional Enterprise Network, orientation meetings with the new Chief Administrative Officer, Nova Scotia Federation of Nova Scotia Municipalities discussions about housing, Municipal Finance Corporation, and the Fire and Ice weekend.

Report available for more information.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Gillian Yorke and seconded by Councillor Andrew Zebian

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) None

7. CORRESPONDENCE

(a) None

8. PUBLIC COMMENTS

None.

9. IN CAMERA

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Andrew Zebian

That Council proceed to a closed session at 6:43 pm to discuss legal matters.

MOTION CARRIED

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

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

That Council return to open session at 7:23 pm

MOTION CARRIED

Councillors who voted in favour of this motion: Huntley, Gerrard, Maxwell, Savage, Snow, Yorke and Zebian Council Meeting Minutes February 22, 2021 Approved March 29, 2021



Regarding Kentville Business Park Lot 2F:

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

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, Yorke and Zebian

10. ADJOURNMENT

It was moved by Councillor Andrew Zebian

That the February 22, 2021 meeting of Council be adjourned at 7:25 p.m. MOTION CARRIED



TO: Council

SUBMITTED BY: Dan Troke, Chief Administrative Officer

Jennifer West, Executive Assistant

DATE: March 29, 2021

SUBJECT: Taxi Bylaw – Second Reading

ORIGIN

On February 22, 2021, Town of Kentville Council approved First Reading of this Bylaw.

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
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 give Second Reading to the Taxi Bylaw.

Town of Kentville Decision Wheel:







COUNCIL ADVISORY COMMITTEE Recommendation to Council

Re: Withdrawal from Capital Fund #2

At the March 8, 2021 meeting of Council Advisory Committee, Director Crowell presented her request for a second withdrawal from the Town Capital Reserve in the amount of \$131,723.01 for various projects which require funding.

Council Advisory Committee recommend

That Council approve a withdrawal of \$131,723.01 from the Town Capital Reserve – General Allocation to fund several acquisitions during the year 2020-2021.



Memo

To: Dan Troke, CAO

From: Debra Crowell, Director of Finance

Date: March 3, 2021

Re: RESOLUTION- WITHDRAWAL- TOWN CAPITAL RESERVE- Draw # 2

The 2020/21 Town Capital Budget provides for partial funding of capital acquisitions from the Town's Capital Reserve fund. Projects requiring funding are noted below. A resolution of Council to withdraw funds is requested. The details for the Capital Reserve are as follows:

	PROJECT	BUDGET		Draw
		(from reserve)	DRAWN	#2
		\$	\$	
Administration	20/21 IT Projects	20,000	14,875.27	4,748.77
	Town Hall - Heat pump	17,500	-	-
	Town Hall- Design work COVID/Safety	20,000	18,456.88	3,563.93
	Town Hall- Renovations (ADDED)			30,172.61
Protective Services	Equipment	24,500	9,788.24	-
	Technology upgrades	28,000	1,770.91	23,033.78
	Police Building - roof (Over run)			280.65
Transportation	Streets-Bridge	37,500	-	
	Storm sewer-Aberdeen & Palmeter	130,400	33,418.59	1,389.31
	River Street dyke	15,000	-	-
	Flood mitigation study	60,000	5,694.43	-
	Public Works building	30,000	8,062.74	2,732.45
Recreation	Green Spaces- various	15,000	-	-
	Playground- Sherry Ave	10,000	-	-
	Studies- Assessibility	35,000	25,549.82	-
	Soccer	8,000	6,436.15	-
	MP- Shed siding	18,900	18,900.00	-
	MP-Fencing	15,000	14,850.18	-
	MP- Mosquito ball field	6,500	5,828.30	-
	Oakdene Park- Gazebo/Trail	11,000	4,692.82	5,735.67
	Equipment	9,500	2,639.21	665.33
Economic	Downtown betterments-lighting	7,500	10,532.93	-
	Signage- Gateway	30,000	11,374.81	13,119.04
	Signage- Kentville Business Park	20,000	-	-
	Centre Square beautification	23,300	14,524.88	2,690.13
Total		592,600	207,396.16	88,131.67
PROJECTS ADDED				
Transportation	Prospect Avenue paving		-	16,789.97
	Prospect Avenue storm sewer		-	26,801.37
Total additions				43,591.34
			_	
TOTAL DRAW # 2				131,723.01

The Town of Kentville Capital Reserve- General Allocation contains **\$1,363,698** and after the withdrawal, it will contain **\$1,231,975**.

RECOMMENDATION

I recommend to Council Advisory Committee that the attached resolution be approved for a withdrawal of **\$131,723.01** from the Town of Kentville Capital Reserve- General Allocation

This transfer will finance several capital acquisitions during the year 2020/2021. After this approval, I recommend that the resolution be forwarded to the next meeting of Town Council for ratification.



RESOLUTION

WITHDRAWAL FROM TOWN OF KENTVILLE CAPITAL RESERVE

- 2020/2021 CAPITAL ACQUISITIONS

WHEREAS S.99 (1) of the Municipal Government Act allows a municipality to maintain a capital reserve fund for purposes determined by S.S. (4) and withdrawals from the Town of Kentville Capital Reserve are authorized by a resolution of Council;

THEREFORE, BE IT RESOLVED by the Council of the Town of Kentville that a withdrawal from the Town of Kentville Capital Reserve is authorized in the amount of **\$131,723.01** to fund capital acquisitions for the 2020/2021 capital program.

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: Withdrawal from Equipment Reserve #2

At the March 8, 2021 meeting of Council Advisory Committee, Director Crowell presented her request for a second withdrawal from the Town Equipment Reserve fund in the amount of \$27,238.51 for transportation expenses and the major overhaul of a plow truck.

Council Advisory Committee recommend

That Council approve a withdrawal of \$27,238.51 from the Town Equipment Reserve to partially fund 2020-2021 transportation equipment acquisitions.



Kentrille Memo

To: Dan Troke, CAO

From: Debra Crowell, Director of Finance

Date: March 3, 2021

Re: RESOLUTION- WITHDRAWAL- TOWN CAPITAL EQUIPMENT RESERVE #2

The 2020/2021 Town of Kentville capital budget provides for partial funding of capital equipment acquisitions from the Town's Capital Equipment Reserve fund. The details for the Capital Reserve are as follows:

TRANSPORTATION <u>PROJECT</u>	BUDGET (from reserve)	RESERVE FUND <u>Drawn</u>	RESERVE FUND Draw#2
	\$	\$	\$
Various equipment	73,000	73,000	4,352.91
Major overhaul-Plow truck			<u>22,885.60</u>
REQUEST # 2		-	27,238.51

The Town of Kentville Capital Equipment Reserve contains \$99,920 and after the withdrawal, it will contain \$72,681.

RECOMMENDATION:

I recommend to Council Advisory Committee that the attached resolution be approved for a withdrawal of \$ 27,238.51 from the Town of Kentville Capital Equipment Reserve to partially fund 2020/21 transportation equipment acquisitions. After this approval, I recommend that the resolution be forwarded to the next meeting of Town Council for ratification.



RESOLUTION

WITHDRAWAL FROM TOWN OF KENTVILLE CAPITAL EQUIPMENT RESERVE

- 2020/2021 CAPITAL ACQUISITIONS

WHEREAS S.99 (1) of the Municipal Government Act allows a municipality to maintain a capital reserve fund for purposes determined by S.S. (4) and withdrawals from the Town of Kentville Capital Reserve are authorized by a resolution of Council;

THEREFORE BE IT RESOLVED by the Council of the Town of Kentville that a withdrawal from the Town of Kentville Capital Equipment Reserve is authorized in the amount of **\$27,238.51** to partially fund capital equipment acquisitions for the year 2020/2021.

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: Blanket Withdrawal from Operating Reserve

At the March 8, 2021 meeting of Council Advisory Committee, Director Crowell presented her request for a blanket withdrawal from the Town Operating Reserve.

Council Advisory Committee recommend

That Council approve a blanket resolution for a possible withdrawal from the Town of Kentville Operating Reserve in the amount of a current operating deficit, should one occur at March 31, 2021, after all year-end transactions are quantified at the March 29, 2021 meeting.



To: Dan Troke, CAO

From: Debra Crowell, Director of Finance

Date: March 3, 2021

Re: RESOLUTION- WITHDRAWAL- TOWN OF KENTVILLE OPERATING RESERVE

This request is made to mitigate any Town of Kentville operating deficit position as at March 31, 2021. Finance is at the very beginning of the year-end process quantifying accruals and deferrals as they arrive. However, the financial position of the Town Operating Fund will not be guaranteed until early-to-mid May 2021.

If the Town Operating Fund is in a deficit position after the completion of the year-end process, this deficit figure must be the first line item in the 2021/2022 Town of Kentville Operating Budget, as municipalities are not permitted to carry deficit positions. An operating deficit position will also negatively affect the Town's Financial Condition Index for the 2020/2021 year.

The Town can eliminate a potential year-end deficit by the passage of a "blanket" resolution which permits transfer of funds from the Town's Operating Reserve to offset a shortfall.

The Town's Operating Reserve Fund contains \$519,260 as at March 1, 2021.

RECOMMENDATION

I recommend to Council Advisory Committee to approve a blanket resolution for a possible withdrawal from the Town of Kentville Operating Reserve in the amount of a current operating deficit, should one occur at March 31, 2021, after all year-end transactions are quantified. These funds would be transacted only if the Town was facing a current operating deficit end-of-year.



RESOLUTION

WITHDRAWAL FROM TOWN OF KENTVILLE OPERATING RESERVE 2020/2021

WHEREAS S.99 (6) of the *Municipal Government Act* allows a municipality to maintain other reserve funds for purposes as the council may determine and withdrawals from the Town of Kentville Operating Reserve are authorized by a resolution of Council;

THEREFORE BE IT RESOLVED by the Council of the Town of Kentville that a withdrawal from the *Town of Kentville Operating Reserve* be authorized in the amount of **a current operating deficit**. This withdrawal will occur only if the Town is in an operating deficit position as at March 31, 2021, after all year-end transactions are quantified.

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: Valley Waste Resolution

At the March 8, 2021 meeting of Council Advisory Committee, Director Crowell presented her report on the Valley Waste payment to the Municipal Finance Corporation in May 2021. This resolution requires an approval of Council.

Council Advisory Committee recommend

That Council authorize the attached Guarantee Resolution for Debenture 36-A-1 in the amount of \$46,504.00, the Town of Kentville's 10.5% share of the Valley Region Solid Waste Resource Management Authority partnership.



Memo

To:

Dan Troke, CAO

From: Debra Crowell, Director of Finance

Date: March 3, 2021

Re:

Valley Region Solid Waste Resource Management Authority- Guarantee Resolution

BACKGROUND

The Valley Region Solid Waste-Resource Management Authority (VWRM) has a balloon payment due to Municipal Finance Corporation in May 2021 for Debenture 36-A-1. Valley Waste needs the partner approvals in place to participate in the spring debenture issue.

Attached is the Guarantee Resolution for Kentville in the amount of \$46,504.00 (10.05%), which requires Council's authorization. Once authorized, two originals must be returned to Valley Region Solid Waste-Resource Management Authority to complete the required paperwork.

You will also find attached the TBR to refinance for the entire balloon payment.

RECOMMENDATION

I recommend to Council Advisory Committee that it authorize the attached Guarantee Resolution, which denotes the Town's percentage share of the refinancing of the Debenture 36-A-1. I ask this matter is placed on the next docket of Town Council. Once ratified, two copies (signed, dated and sealed) are to be sent to Valley Region Solid Waste-Resource Management Authority for it to complete the necessary paperwork.

	PURPOSE	Guarantee Amount
Guarantee Resolution	Valley Region Solid Waste	\$46,504

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY MUNICIPAL PARTNER GUARANTEE RESOLUTION COUNCIL OF Town of Kentville

Guarantee Share Amou	nt: \$ <u>46,504.00</u>	Purpose: <u>Refina</u>	ance 36-A-1Balloon P	ayment(Per Sch.B)
<u>WHEREAS</u> the Va Authority) was inc	lley Region Solid Waste-Resc orporated on October 1, 200	ource Management A 11 pursuant to Section	uthority (hereinafter n 60 of the Municipa	referred to as the I Government Act;
Four Hundred Sixty	thority has determined to bo <u>Fwo Thousand, Seven Hundre</u> A-1Balloon Payment(Per Sch.	ed and Thirty One	principal amount of Dollars (\$ <u>462,731</u>	00) for
WHEREAS the Aumunicipality that execute	thority has requested the Cor ed the instrument of incorpo	uncil of the oration of the Authori	Town of Kentville ty, to guarantee said	, a I borrowing; and,
municipality shall have eff	ant to Section 88 of the Muni fect unless the Minister if Mu nd of the proposed guarante	unicipal Affairs and H	ct, no guarantee of a ousing has approved	borrowing by a l of the proposed
BE IT THEREFORE	RESOLOVED			
aggregate principal amour	of the Town of Ke nt of Four Hundred Sixty) for the purpose set out a	y Two Thousand, Sev	s herby approve the l en Hundred and Thir	borrowing of the ty One
Authority and the approve unconditionally guarantee	the approval of the Minister of Municipal of the Minister of Municipal repayment of	al Affairs and Housing Forty Six Thousand	g of the guarantee, t	he Council
THAT upon the iss	sue of the debentures, the M tached to each of the debent	layor and Chief Admi tures and affix theret	inistrative Officer of to the corporate seal	the Municipality do of the Municipality.
	THIS IS TO CERTIFY that t resolution read and duly of the Town of day of	passed at a meeting of Kentville	of the Council	
	GIVEN under the hands o the Municipality this			
	Clerk	_ .		

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ 462,731.00	Refinance 36-A-1, Balloon Payment
<u>WHEREAS</u> the Valley Region Solid Waste-Reso to as the Authority) was incorporated on October 1, 20 Government Act;	urce Management Authority (hereinafter referred 001 pursuant to Section 60 of the Municipal
<u>WHEREAS</u> the Town of Berwick, the Town of K Wolfville, the Town of Annapolis Royal, and the Munic inter-municipal services agreement pursuant to Sectio	ipality of the County of Kings entered into an
<u>WHEREAS</u> the Authority pursuant to the intercorporate shall be vested with the power to borrow mincluding the paying or retiring of debentures, the specontained in Schedule B;	oney for the purpose of capital projects,
<u>WHEREAS</u> any borrowing and/or entering into must be approved by the municipal units and the Mun each of the six municipal parties are attached at Scheo	
<u>WHEREAS</u> pursuant to Section 88 of the Muni borrowed by a municipality, village, committee by an inpursuant to this Act or another Act of the Legislature unmunicipal guarantees have been approved by the Minimum.	nter-municipal agreement or service commission intil the proposed borrowing and associated
BE IT THEREFORE RESOLOVED	
THAT under the authority of Section 92 of the approval of the Minister of Municipal Affairs and Housexceed Four Hundred Sixty Two Thousand, (\$462,731.00) for the purpose set out above;	Seven Hundred and Thirty One Dollars
THAT the sum be borrowed by the issue and s as the Authority deems necessary;	ale of debentures of the Authority of an amount
THAT pursuant to Section 92 of the Municipal postponed and that a sum or sums not to exceed Four Hundred Sixty Two Thousand, Sev (\$462,731.00) in total be borrowed from time company doing business in Nova Scotia;	

<u>THAT</u> the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and,

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Valley Region Solid Waste-Resource Management Authority held on the <u>17</u> day of <u>February</u>, 2021.

GIVEN under the hands of the Chair and the Secretary and under the seal of the Authority this // day of / GBRUPAL 2021.

ecretary

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$462,731.00

Refinance 36-A-1, Balloon Payment

SCHEDULE "A"

MUNICIPAL GUARANTEES

MUNICIPAL PARTNER	GUARANTEE PERCENTAGE	GUARANTEE AMOUNT
Municipality of the County of Kings	74.56%	345,012.00
Town of Kentville	10.05%	46,504.00
Town of Wolfville	8.31%	38,453.00
Town of Berwick	3.53%	16,335.00
Town of Middleton	2.50%	11,568.00
Town of Annapolis Royal	1.05%	4,859.00
Total Capital Requirements for Borrowing Resolution	100%	462,731.00

VALLEY REGION SOLD WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$462,731.00

Refinance 36-A-1, Balloon Payment

SCHEDULE "B" CAPITAL PROJECTS

ltem .	Term	\$
Weigh Scale	5	38,212.00
Wind Turbine	15	424,519.00
Total:	·	462/780.00



COUNCIL ADVISORY COMMITTEE Recommendation to Council

Re: Regional Sewer Operating Budget

At the March 8, 2021 meeting of Council Advisory Committee, Director Bell reviewed the operations and the funding of the regional sewer facility, and outlined the process of approving their budget each year.

Council Advisory Committee recommend

That Council approve the Town of Kentville's share of the regional sewer system operating budget in the amount of \$804,800 for the year 2021-2022.



COUNCIL ADVISORY COMMITTEE Recommendation to Council

Re: Committees and Appointments

At the March 8, 2021 meeting of Council Advisory Committee, Mayor Snow reviews the need for two Councillor appointments: Deputy Mayor Cate Savage to the Kentville Business Community Board and the second Councillor Paula Huntley to oversee the Federation of Canadian Municipalities Partners for Climate Progress.

Council Advisory Committee recommend

That Council adopt the committees and appointments as presented.



Mayor Sandra Snow 354 Main Street Kentville, NS B4N 1K6

902-679-2502 902-599-1317 (C) ssnow@kentville.ca

8 March 2021

RE: Creation of Committees In Support Of On-Going Council Initiatives

- 1. In support of on-going Council initiatives there is a requirement to add two new committees to the Committees of Council policy G57:
- a. The first is an ex-officio position on the Kentville
 Business Community (KBC) board of directors. The
 intent of this position is to provide liaison between the
 KBC Board and Town Council on matter pertaining to
 the KBC/Town of Kentville agreement and funding of
 the agreement. This position will be held by the
 Deputy Mayor.
- b. It is recommended that Deputy Mayor Savage is appointed to the KBC Board of Directors.
- c. The second committee position is in support of the Partners for Climate Protection Program and is a two year position ending in October 2023.
- d. It is recommended that Councillor Huntley is appointed to the PCP committee for a two year term.
- 2. I recommend the following motion: Council adopt the committees and appointments as presented.

Respectfully Submitted

Sandia Snow

Sandra Snow, Mayor

Town of Kentville

Name:	Craig	Gerrard
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Date of Last Council Meeting Attended: February 22, 2021

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

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

Date	ting Attendance and Synopsis Committee	Synopsis
		Discussion around provincial audit into
March 12	Met with Chief Julia Cecchetto	police service delivery, and the report on
		decommissioned police cars, uniforms etc.
		Capital purchases include a Forklift
		(\$39910) and a Wheel Loader(\$285082)
		Contract for cleaning both eastern and
March 17	Valley Waste Meeting	western centres(\$76893 3 year)
		Cameras for security at both centres
		Feeling optimistic about EPR (extened
		producer responsibility) becoming a reality
		Tour of the fire department discussion
March 18	KJFS	around budget and discussions of a
		contract with camp Aldershot
		DOJ Training, Provincial Audit on police
March 21	NSAPG	service delivery, (RCMP contract),
Watch 21	NSALO	Vaccination for officers, Policing
		Standards Committee renewal,
March 23	Human Rights Training session	
Maich 25	#2	
		New cruiser – KPS is asking for council to
March 26	Kentville Police Commission	approve the ordering of a new dodge
Water 20	ACTIVITIE I OTICE COTTITIOSTOTI	charger before approval of the budget as
		(especially) with the covid slowdowns the



car needs to be ordered now to ensure a
summer 2021 arrival
We will be having Dave Bell attend the
May meeting as many questions have
come up over the last year or so (with the
bridge etc.) that pertain more to traffic
authority (parking, line painting, crosswalk
safety (lighting, painting) etc.

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
February 23	Human Rights Training	
March 4	Bridgewater BOPC invitation	Attended the Commission meeting where Deputy Chief Smith presented on Kentvilles experience with Axon Police cameras

Conference Attendance and Synopsis

Date	Conference	Synopsis	



Constitute Meetin	:- Caroner Completed by Co	O DEPOSE	
Detail	NG SYNOPSIS — COMPLETED BY COMP	OMMITTEE REPRESE	NTATIVE ONLY
Detail	Syllopsis	T	T
Committee Name		Meeting	
		Date:	
Meeting			
Highlights:			
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Budget:			
New Projects:			
Policy Changes:			
Misc Events	-		
Date	Synopsis		



Name: Paula Huntley

Date: March 29,2021

Date of Last Council Meeting Attended: February 22,2021

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

COMMITTEE MEETING ATTENDANCE AND SYNOPSIS

Date	Committee	Synopsis
March 1,2021	Diversity -County of Kings	
Feb 25/21	Kings Point to Point Transit	
March 9,2021	Kings Transit	General Manager Hiring info launch meeting
March 10,2021	Liaison & Oversight	
March 12,2021	Valley REN AGM	Network accomplishment highlights
Mar 17/21	KPPT Meeting	
March 24,2021	Kings Transit	
Manch 24	Source Water protection&	
March 24	Kentville Water Commission	
March 25	Kings Point to Point Transit	

MISC EVENTS

Date	Synopsis
Feb 25/21	Road 2 Recovery for Atlantic Tourism
March 2/21	Meeting/zoom with Kody Blois & Minister of Natural Resources Seamus O'Regan
Mar 3/21	Red Cross PPE Training /Rural Transportation Association
Mar 4/21	Meeting/zoom call on building youth futures with Canadian Minister of Diversity & Guest
Mar 4/21	Looking at Atlantic Canada's Future
Mar 5/21	Meeting with resident & EHS Samantha Hamilton
Mar 11/21	Lions Hall Committee Member Meeting supper guest
Mar 12/21	Marketing Meeting/Intentional Connection with Bernice Williams



March 15/21	Luncheon with Mayor on LOC Committee Orientation
Mar 15/21	Virtual Business Connect with Keith Irving & Partners (NS works, ACOA, Valley Ren, Peopleworxs)
Mar 18/21	Mentoring plus Introductory /Presentation
Mar 19/21	Coaching Meeting on Reports
Mar 22/21	Meeting -Information on Partners for Climate Change update
Mar 23/21	Human Rights Training
Mar 25/21	Exploring Diversity/Inclusion in our Municipalities
Mar 25/26,2021	Abilities Virtual Expo -Learnings of available products to help contribute knowledge to the Accessibility Committee

TOWN EVENTS

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This month		
March 13/21	Lions Hall Community Breakfast	



Name:	Cathy Maxwell March 24, 2021		
Date:			
Date of Last Council Meeting Attended:		Feb 22/21	
Date of Last Council Advisory Meeting Attended:		March 8/21	
Date of Last Governance Session Attended:			

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
No Committee		
meetings in this		
time period.		
April will be a		
big reporting		
month for me.		

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
	Human Rights Training Session	This day focused on an overview of the
		Human Rights Act, role of the Human
		Rights Commission, Discrimination,
		Leadership training in the Indigenous
Fab 22/21		Community, historical timelines of Human
Feb 23/21		Rights Declarations with focus on the
		African Nova Scotia Community. I found
		this day to be very informative,
		educational and something all political
		leaders should take in.

		Another worthwhile day. We discussed
March 23/21	Human Rights Training Session 2	Bias, White Fragility and Privilege with
		emphasis on Anti Black Racism. I took
		particular note of the danger of bias in the
		workplace and also had my eyes opened
		by an activity done with the group that
		clearly demonstrated the effect of white
		privilege. This was another very
		informative session!

Misc Events

Date	Synopsis
Feb 20/21	Watched webinar on Operating and Capital Grants for Municipalities

Name: Cate Savage

Date: March 24th 2021

Date of Last Council Meeting Attended: February 22, 2021

Date of Last Council Advisory Meeting Attended: March 8th 2021

Date	ETING ATTENDANCE AND S Committee	Synopsis
		Sat in for Mayor Snow. Taskforce roundtable
		discussion. Had a broad discussion around the
		current business climate and trends around the
		valley as they relate to housingnew business
		etc. TOK certainly stood out with regards to
February 25 th	REN	the activity in the business park, new
		residential lots, low vacancy in the downtown,
		overall increase in the res tax base year over
		year 4.5%.
		West Hants is pulling out of the REN much to
		the partners dismay.
		Report from IA – after our year end withdraw
		we are at a still healthy \$13,968,000 - the
		year end withdrawl was \$460,000.
		Many items are affecting the market –
		election/vaccine etc.
		We await a response back from the Minister
March 11 th	IAC	around the newly revised IPS. The end goal
		with the revised IPS is for the town to
		maintain income while diversifying
		significantly.
		The committee reviewed a series of equity
		type investments that should fit in nicely with
		our new IPS.



March 18 th	RSC	Reviewed budgets – operating and capital – Director Bell to present. Discussed larger projects on the horizon – desludging being one of the largest. Operations and compliance reports reviewed and lastly capital updates provided
March 24 th	Source Water Protection and Kentville Water Commission	Director Bell reviewed the well field report with the committee and spoke of a possible 8 th well primarily for the purpose of efficiency of the water flow. We are within are permissible water usage – between 800,000 – 1.2m gpd – the allowable is 1.9m gpd. Water report – the quality of the water is very good. THM. Source water protection plan is something that will be revised and revised with the assistance of our resident DOE rep.

TOWN OF KENTVILLE EVENT ATTENDANCE AND SYNOPSIS

Event/Conference	Synopsis	
	Event/Conference	Event/Conference Synopsis

MISC EVENTS

Date	Synopsis
February 23	Human Rights Training – staff, council, KPS
March 12 th	REN AGM



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EXPENSES	
	T
This month	Year to Date
This month	Year to Date
This month	Year to Date



Name: Gillian Yorke

Date: March 29, 2021

Date of Last Council Meeting Attended: February 22, 2021

Date of Last Council Advisory Meeting Attended: March 8th, 2021

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
March 8 th	CAC Meeting	Monthly CAC meeting
March 23rd	КСА РТА	Updating Spring Fling and year-end celebrations and appreciations
March 24 th	Water Commission	First Water Commission Meeting - operational updates
March 24 th	Source Water Protection	First Source Water meeting -annual review
March 26 th	Police Commission	Monthly review

Town of Kentville Event Attendance and Synopsis

Date	Event/Conference	Synopsis
		Excellent outdoor event, easily accessible
March 18th	March Break Scavenger Hunt	and fun for wide age range. Well done!
		did not enter for prizes

Misc Events

Date	Synopsis
March 4 th	Emerald Ash Beetle is an invasive species and it's making its way to the North East.
Emerald Ash	Learned about trap trees and the successes communities have been having with
Beetle Trap Tree	early detection by using this method.
Webinar	carry detection by daing this method.



March 5 th Black Lives Matter and Environmental Racism	Webinar with Senator Wanda Thomas-Bernard, RSW, PHD. Hosted by social Workers in Nova Scotia, webinar about the implications of environmental racism (placement of waste centres, for example) on communities and on BIPOC.
March 19 th Acadia Community Development interview	Interviewed by Acadia Community Development students about my relationship with the Kentville Ravine in order to collect stories to better understand its historical significant and potential gathering space for reconciliation, nature connection and community wellbeing.
March 23 rd Anti Black Racism	Full day (and day 2) of training presented by Humans Rights Commission of Nova Scotia. This training focused on anti-black racism and our role with the systems that perpetuate these harms. Incredibly impactful, and am looking forward to bringing what I've learned forward with me.

Expenses

This month	Year to Date
Human Rights Training \$XXX.XX (confirming	
exact figure)	



Name: Andrev	Andrew Zebian		
Date of Last Coun	cil Meeting Attended:	Feb 22 nd	
Date of Last Coun	cil Advisory Meeting Attended:	March 6th	
Date of Last Gove	rnance Session Attended:		
Committee Meetin	g Attendance and Synopsis		
Date	Committee	Synopsis	
March 11th	Investment Advisory Committee		
Town of Kentville Event Attendance and Synopsis			
Date	Event	Synopsis	



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Conference Attend	ance and Synopsis			
Date	Conference	Syı	nopsis	
	ing Synopsis – Completed	by Cor	nmittee Repr	esentative only
Detail	Synopsis			
Committee Name			Meeting	
Committee Name			Date:	
Meeting				
Highlights:				
Budget:				
New Projects:				
Policy Changes:				
Misc Events				
Date	Synopsis			





Name: Sandra Snow

Date: 24 March 2021

Date of Last Council Meeting Attended: 22 February 2021

Date of Last Council Advisory Meeting
Attended:

8 March 2021

Date of Last Governance Session Attended: N/A

Committee Meeting Attendance and Synopsis

Date	eeting Attendance and Synopsis Committee	Synopsis
17 Feb 21	Mayors and CAO	Update on Annapolis County proposal
22 Feb 21	Council Meeting	Noise bylaw amendment Sundry writeoffs Tax exemptions Taxi Bylaw
24 Feb 21	Kings Mayors Committee	Met for lunch and discussion with regards to regional economic development, tourism and facilities.
25 Feb 21	VREN Board Meeting	VREN business, commitment from Town of Kentville is open for business
3 Mar 21	NSFM Mayors/wardens/CAOs	Zoom call, with introduction of the new minister of DAM, Brendan Maguire – partnership, open door
5 Mar 21	Valley REAP Meeting	Preparation for meeting with MIT
8 Mar 21	VH Quality of Life	Call with Engage NS
8 Mar 21	CAC Meeting	Operating reserve withdrawal Community plaque from LtGov Valley Waste resolution KBC
9 Mar 21	VREN LOC	Meeting preparation with VREN Staff
9 Mar 21	MIT REAP NS Meeting	Phase 0 launch
10 Mar 21	VREN LOC Meeting	Board meeting



18 Mar 21	VH Quality of Life	Call with Engage NS
18 Mar 21	VREN Economic Recovery	Follow-up on on-going recovery initiatives
24 Mar 21	Kings Mayors Committee	Met for lunch and discussion with regards to regional economic development, tourism and facilities.
24 Mar 21	Source Water Protection Committee	Initial meeting of new committee
24 Mar 21	Water Commission Meeting	Review of current operations and budget preparation for next meeting

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
23 Feb 21	Human Rights Training	Day-long session conducted by NS Human Rights Commission -
19 Mar 21	Kentville Ravine	First year Acadia Community Development students have partnered with the Town of Kentville's Department of Parks and Recreation to begin the process of collecting the stories of the Kentville Ravine Trail. The goal of this project is to collect the stories of the Ravine to understand its historical significance and potential as a gathering space for reconciliation, nature connection and community wellbeing.
23 Mar 21	Human Rights Training	Day-long session conducted by NS Human Rights Commission -

Conference Attendance and Synopsis

Date	Conference	Synopsis
24 Feb 21	Michelin City Video Conference	Urban Resilience: There were three speakers at this event with representation from 22 countries and the 40 Michelin Cities.
25-26 Feb 21	NSFM Board Retreat	Joint Board Meeting between AMANS and NSFM Advocacy Training



		-Facilitators – National, Kristen Hines & Kevin McCann Seeking Alignment - Governance Strategic Relevance and Focus Strategic Action -Gordon MacIntosh - Facilitator Land Acknowledgement -Robert Bernard – Facilitator
12 Mar 21	VREN AGM	Virtual AGM
18 Mar 21	FCM Webinar	Rural Growth and Innovation https://youtu.be/7M4Uob-xHVo Egg Farmers of Canada: eggfarmers.ca Chicken Farmers of Canada: chickenfarmers.ca Turkey Farmers of Canada: turkeyfarmersofcanada.ca Canadian Hatching Egg Producers: cheppoic.ca

Committee Meeting Synopsis – Completed by Committee Representative only

Detail	Synopsis		
Committee Name	Source Water Protection Committee	Meeting Date:	March 24, 2021
Meeting Highlights:	Wellfield report – Director Bell Water report – Director Bell Planning reports – Director Gentleman		
Budget:	N/A		
New Projects:	Source Water Protection Plan Review by DOE Risk analysis of plan		
Policy Changes:	N/A		

Committee Meeting Synopsis – Completed by Committee Representative only

Detail	Synopsis		
Committee Name	Water Commission	Meeting Date:	March 24, 2021



	-
	Operational Updates
Meeting	Financial
_	Engineering
Highlights:	Source Water Protection Advisory Committee Report
Budget:	Next meeting— Budget Wednesday April 21, 2021 3pm
New Projects:	Start the work for a new well in 2021/2022 to keep up with the growth in the business park and residential areas.
Policy Changes:	Switching caustic soda from 50% to 30% strength. Sodium Hydroxide is used to raise the pH level of the finished water.

Misc Events

Date	Synopsis
22 Feb 21	Meeting with Councillor Jim Winsor wrt VREN LOC responsibilities.
2 Mar 21	Zoom call with MP Kody Blois and guest MP Seamus O'Reagan pre-budget discussion on the driving forces from the natural resources perspective. Canada is 4 th biggest oil producer in the world, and the work and research we are doing is making waves on the world market, particularly the work with reducing the emissions.
4 Mar 21	Interview with Jeff Sammut for International Women's Day show on Sirius XM radio aired on 8 Mar 21.
9 Mar 21	Input to VREN Strat Plan – Horizons
10 Mar 21	Meeting with Valley REAP team member for People/Human input to data set
11 Mar 21	Meeting with LLT QofL co-Chair Scott Roberts wrt data set for life satisfaction
12 Mar 21	REAP NS Friday Morning coffee with Deputy Minister Miller and Don Bureaux
15 Mar 21	Meeting with Councillor Paula Huntley wrt VREN LOC responsibilities, economic and community development.
19 Mar 21	Meeting with Councillor Paula Huntley wrt council reporting

Michelin City Highlights

David Miller: David is the former mayor of Toronto and currently with C40 Cities Climate
Leadership Group (started out as 40 cities/mayors and is now a group of 97 mayors). He spoke



with regards to How do we recover from a pandemic in a fair and green manner. His example was the light rail transit system in Addis Ethiopia as a way of leveling the field. He also spoke about how the pandemic demonstrate the weakness of our current lifestyle and inequalities were highlighted. This leads to a need to include citizen engagement.

Kotchakorn Voraakhom: Kotchakorn is a landscape architect from Bangkok Thailand and chief executive officer of Porous City Network, a social enterprise that looks to increase urban resilience in Southeast Asia. She is also the founder of the Koungkuey Design Initiative, which works with communities to rebuild public spaces. She spoke about the most economically viable land being our wetlands, they actually take care of more co2 than a forest. As humans we must adapt or die. The city of Bangkok was built by moving nature out of the way to create a concrete and steel city, but Mother Nature is fighting back. During the monsoon season their streets become flood overflow canals. She is leading the way on recreating more green space, on the rook of buildings, turning the wet space into food gardens. There is also an imitative to change the roads and create space for humans and green space in the centre meridians.

Firdaous Oussidhoum: Firdaous is an Adviser to the UCLG Secretary General Coordinator of the Intermediary Cities Forum Member of the UNESCO, Chair of Intermediary Cities and World Urbanization Expert in Urban Strategy & Sustainable Development, and a Professor of Philosophy of Architecture. She spoke about the COVID-19 pandemic and its effect on cities and local governments. She pressed that we must create balance and resilience. In the analysis of our functions and services we must measure the effect and success of these through the following five lenses: social, human, economic, cultural and environmental.

