



TOWN OF KENTVILLE COUNCIL

June 28, 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, May 31, 2021**
- 4. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS**
 - (a) Bylaw Revision: Alternative Voting**
- 5. RECOMMENDATIONS AND REPORTS**
 - (a) Council Advisory Committee – Councillor Craig Gerrard**
 - (1) Robinson Property**
 - (2) Kings Regional Emergency Management Organization Bylaw**
 - (3) Housing Board Vacancy**
 - (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**
 - e. Partners for Climate Progress**
 - (3) Councillor Maxwell**
 - a. Accessibility Committee**
 - b. Annapolis Valley Trails Coalition**
 - (4) Deputy Mayor Savage**
 - a. Kings Regional Sewer**
 - b. Investment Advisory Committee**
 - c. Kentville Business Community**

- (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) None.

7. CORRESPONDENCE

- (a) Kings Point to Point Financial Statements

8. PUBLIC COMMENTS

9. IN CAMERA

None.

- (a) Land Matter
- (b) Legal Matter

10. ADJOURNMENT

DRAFT



TOWN OF KENTVILLE COUNCIL MEETING

Meeting Minutes: May 31, 2021

Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held in Council Chambers and was livestreamed on Facebook using Zoom. The meeting was 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, and Solicitor Geoff Muttart, 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

That the agenda of May 31, 2021 be approved with the following additions:

- **9.a Land, multiple items**
- **9.b Personnel**
- **9.c Intermunicipal Service Agreement**

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- **9.d Lease Matter**

MOTION CARRIED

3. APPROVAL OF THE MINUTES

- (a) Council meeting held on April 26, 2021.

It was moved that the minutes of the Council meeting on April 26, 2021 be approved.

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) Policy Revision – Grants to Organizations

Mayor Snow reviewed the May 10, 2021 meeting of Council Advisory Committee, where she presented the revised Policy Statement G28 Grants to Organizations with changes to some of the application procedures.

Report available.

- Discussion
 - Clarification of wording in paragraph 4.2

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

That Council approve the amendments to Policy Statement G28 Grants to Organizations.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) Kings Regional Emergency Management Organization

Mayor Snow reviewed the May 10, 2021 meeting of Council Advisory Committee, where CAO Troke proposed changes to the Kings Regional Emergency Management Plan which update issues including representation, prioritization, and administration.

Report available.

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

That Council approve the draft Change 1 to the Kings Regional Emergency Management Organization Plan, dated March 2021.

MOTION CARRIED

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Councillors who voted in favour of this motion:

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

(c) Alternative Voting

Mayor Snow reviewed the May 10, 2021 meeting of Council Advisory Committee, where CAO Troke proposed the Alternative Voting Bylaw which would allow municipal elections in Kentville to be held entirely online, in some cases.

Report available.

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

That Council give First Reading to Chapter 104 Alternative Voting Bylaw as presented at the next meeting of Council on May 31, 2021, and further that Council give second reading to this bylaw on June 28, 2021.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(d) Accessibility Plan

Mayor Snow reviewed the May 10, 2021 meeting of Council Advisory Committee, where Director Bedingfield proposed Accessibility Plan for the Town which would meet requirements set by the province around accessibility by the year 2030, and meet accessibility concerns raised by many Kentville Residents.

Report available.

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

That Council approve the receipt and adoption of the Town of Kentville's Accessibility Action Plan, and further that Council support the implementation of the priority phasing recommendations recognizing that full implementation will fall within the approved budgetary process proposed annually.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Maxwell, Savage, Snow, and Yorke

Councillors who voted against this motion:

Gerrard, and Zebian

5. RECOMMENDATIONS AND REPORTS

(a) Staff reports

None.

(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 and the Municipal Planning Strategy public meeting.

- Discussion
 - Some concerns around staffing- discussion about changes on the site and serving the public.

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 Valley Regional Enterprise Network, Kings Transit budgets and buses, Kings Transit hiring of General Manager, Mentoring Plus Strategy meetings, Accessibility Plan meeting, Kings Point to Point operating and recruitment.

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 the Accessibility Advisory Committee release of the Accessibility Action Plan and student bursary selection committee.

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 Regional Sewer Committee, Municipal Planning Strategy and Land Use Bylaw public meeting, Kentville Business Community meeting, Valley Regional Enterprise Network meetings, and the Nova Scotia Federation of Municipalities annual conference.

Report available for more information.

- Discussion

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- Clarification of the timing of Kentville Business Community annual appeal for funding. The base budget and the additional request are currently under discussion.

5. Councillor Gillian Yorke

Mayor Snow received Councillor Yorke's report on her activities over the past month. Highlights included the Parent Teacher Meeting for Kings County Academy, school cafeteria activity, the Federation of Canadian Municipalities annual conference,

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 videos for small business.

Report available for more information.

(c) Mayor Sandra Snow

Mayor Snow submitted her report on her activities over the past month. Highlights included economic recovery, intermunicipal service agreements, online conferences, Nova Scotia Federation of Municipalities conference, presentation to basic military training course,

Report available for more information.

- Discussion
 - Request to forward information about Federation of Canadian Municipalities infrastructure support for small businesses, especially for the Kentville Historical Society, Town Hall and the Recreation Centre.
 -

RECOMMENDATION TO COUNCIL

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

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) Multi Purpose Complex Feasibility Study Request for Proposals Ad-hoc Committee

DRAFT

Mayor Snow presented information regarding a regional recreational facility committee and recommended that Councillor Gillian Yorke represent Council on this committee.

Report available.

- Discussion
 - Concerns about the process of bringing items to Council.
 - Clarification about the appointment to a committee that is developing the Request for Proposal, and not the planning for the regional facility.
 - Clarification of the terms Request for Proposal, ad hoc committee, and the feasibility study and economic analysis.

Deputy Mayor Savage calls Point of Order for the Chair's comments (57:57).

- Solicitor Muttart reviews other means to have council representation on ad hoc committees.
- Discussion of the wording of the motion and committee.

Deputy Mayor Savage calls Point of Order for Councillor Zebian's comments (1:12:03).

- Discussion about bullying, unprofessional statements made in public and in private.
- Request to review or make revisions to the Committees of Council policy.
- Solicitor suggests that Council take nominations.
 - o Councillor Craig Gerrard nominates Councillor Gillian Yorke.
 - o Councillor Andrew Zebian nominates himself.
 - o Council takes a vote on the nominated Councillors for appointment to this committee
 - o Councillors Gerrard, Huntley, and Yorke, and Deputy Mayor Savage, and Mayor Snow vote for Councillor Yorke

Councillor Yorke calls Point of Privilege, that Councillor Maxwell apologize for her comment (1:22:58).

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

That Council adopt the recommendation for the ad hoc committee and appointment as presented.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Gerrard, Savage, Snow, Yorke and Zebian

Councillor Maxwell abstained from voting

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It was moved by Councillor Cathy Maxwell seconded by Councillor Andrew Zebian

That Council appoint Councillor Zebian as an alternate on this committee.

MOTION FAILED

Councillors who voted in favour of this motion:

Maxwell

Councillors who voted against this motion:

Huntley, Gerrard, Savage, Snow, Yorke and Zebian

The meeting paused at 7:30 pm.

(b) Transparency in Decision Making

Mayor Snow presented information regarding respect and transparency during email conversations between Councillors.

Report available.

7. CORRESPONDENCE

None.

8. PUBLIC COMMENTS

None.

9. IN CAMERA

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

That Council move into a closed session at 7:43 pm to discuss confidential matters.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

It was moved by Councillor Maxwell and seconded by Councillor Yorke

That Council return to open session at 8:54 pm.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

Property Matter – 100 River Street

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

That Council direct the CAO to proceed with the sale of the lot at 100 River Street as directed in camera.

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MOTION CARRIED

Councillors who voted in favour of this motion:

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

Property Matter – Kentville Business Park Lot 3DEF

It was moved by Councillor Huntley and seconded by Councillor Gerrard

That Council direct the CAO to proceed with the sale of the Kentville Business Park Lot 3DEF as directed in camera.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

Property Matter – Kentville Business Park Lot 2C

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

That Council direct the CAO to proceed with the sale of the Kentville Business Park Lot 2C as directed in camera.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

Deputy Mayor Cate Savage declared a Conflict of Interest in the following matter.

Property Matter – Kentville Business Park PID#55539761

It was moved by and seconded by Councillor Huntley

That Council direct the CAO to proceed with the sale of the Kentville Business Park PID#55539761 as directed in camera.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

10. ADJOURNMENT

It was moved by Councillor Craig Gerrard

That the May 31, 2021 meeting of Council be adjourned at 8:48 p.m.

MOTION CARRIED



COUNCIL ADVISORY COMMITTEE

Recommendation to Council

Alternative Voting Bylaw

At the May 10, 2021 meeting of Council Advisory Committee, CAO Troke reviewed the proposed Alternative Voting Bylaw which would allow municipal elections in Kentville to be held entirely online, in some cases.

Council Advisory Committee recommends

That Council give First Reading to Chapter 104 Alternative Voting Bylaw as presented at the next meeting of Council on May 31, 2021, and further that Council give second reading to this bylaw on June 28, 2021.



TO: Council

SUBMITTED BY: Dan Troke, Chief Administrative Officer

DATE: May 10, 2021

SUBJECT: Revisions to Alternative Voting Bylaw

ORIGIN

Kentville’s existing Bylaw for Alternative Voting, in addition to legislation set out by the Municipal Elections Act in the Nova Scotia Legislature, is used to provide guidance for municipal elections. During the COVID-19 pandemic, it became clear that this Bylaw needed to include an option for Council to allow all voting to occur by phone and/or internet voting (no in person voting).

DISCUSSION

In the 2020 municipal election, the Town did not have an opportunity to use phone and internet voting solely, because of the wording in the existing bylaw. Solicitor Geoff Muttart and his staff reviewed the existing voting bylaw and that of other municipalities and developed a completely updated document.

POLICY IMPLICATIONS

None.

BUDGET IMPLICATION

When this clause is enacted, some cost saving could occur.

ATTACHMENTS

DRAFT Chapter 104 Alternative Voting Bylaw

RECOMMENDATION

That Council give First Reading to Chapter 104 Alternative Voting Bylaw as presented at the next meeting of Council on January May 10, 2021, and further that Council give Second Reading to this Bylaw on June 14, 2021.

Town of Kentville Decision Wheel:





TOWN OF KENTVILLE BY-LAW CHAPTER 104 ALTERNATIVE VOTING

1.0 PURPOSE

- 1.1. This by-law shall be known as By-law Chapter 104 and may be cited as the “Alternative Voting By-law”.

2.0 DEFINITIONS

2.1 In this by-law,

- 2.1.1 “Act” means the *Municipal Elections Act*, 1989 R.S.N.S. c. 300, as amended;
- 2.1.2 “advance polling day” means advance polling day as defined in the *Act* and if Council has delegated its authority to fix a day to the Returning Officer, one other day fixed by the Returning Officer that is either Thursday, the ninth day before ordinary polling day, or Saturday the seventh day before ordinary polling day;
- 2.1.3 “alternative polling days” means any hours and dates fixed by a resolution of Council for alternative voting;
- 2.1.4 “alternative voting” means voting by telephone or via the internet and includes a combination of telephone and internet voting;
- 2.1.5 “electronic ballot box” means a computer database in the system where cast internet ballots and telephone ballots are put;
- 2.1.6 “candidate” means a person who has been nominated as a candidate pursuant to the *Act*;
- 2.1.7 “Council” means the Council of the Town of Kentville;
- 2.1.8 “Deputy Returning Officer” means a person appointed under the *Act* to preside over a polling station;
- 2.1.9 “*Education Act*” means the *Education Act*, 1995-1996 S.N.S. c. 1, as amended;

- 2.1.10 “election” means an election held pursuant to the *Act* including a school board election, a special election, and a plebiscite;
- 2.1.11 “Election Officer” means an election official under the *Act*;
- 2.1.12 “elector” and “electors” means a person or persons:
 - 2.1.12.1 qualified to vote pursuant to the *Act* and the *Education Act*; and
 - 2.1.12.2 entitled to vote for an election pursuant to section 7 of this by-law;
- 2.1.13 “friend voter” means a friend who votes for an elector pursuant to section 12 of this by-law;
- 2.1.14 “internet ballot” means an image of a ballot on a screen of a personal computing device, including all the choices available to an elector and the spaces in which an elector marks a vote;
- 2.1.15 “list of electors” means:
 - 2.1.15.1 prior to the list of electors being completed and certified by the Returning Officer pursuant to the *Act*, the list of electors that has been amended and corrected by the Returning Officer pursuant to the *Act*; or
 - 2.1.15.2 the list of electors that has been completed and certified by the Returning Officer pursuant to the *Act*;
- 2.1.16 “Town” means the Town of Kentville;
- 2.1.17 “ordinary polling day” means an ordinary polling day as defined in the *Act*;
- 2.1.18 “PIN” means the Personal Identification Number issued to:
 - 2.1.18.1 an elector for alternative voting on alternative polling days; or
 - 2.1.18.2 to a System Election Officer;
- 2.1.19 “personal computing device” means an electronic device that may access the internet, including a computer, cellular phone, laptop, tablet, or gaming device;

- 2.1.20 “plebiscite” means a plebiscite directed to be held by the Council;
- 2.1.21 “procedures and forms” means the procedures and forms established by the Returning Officer;
- 2.1.22 “proxy voter” means an elector who votes by a proxy pursuant to the *Act*;
- 2.1.23 “Returning Officer” means a Returning Officer appointed pursuant to the *Act*;
- 2.1.24 “seal” means to secure the electronic ballot box and prevent internet and telephone ballots from being cast;
- 2.1.25 “spoiled ballot” means an internet ballot or telephone ballot that is accepted by the elector that:
 - 2.1.25.1 is not marked for any candidate in a race; or
 - 2.1.25.2 is marked by an elector indicating a refusal to cast a vote for any candidate in a race;
- 2.1.26 “system” means the technology, including software, that:
 - 2.1.26.1 records and counts votes; and
 - 2.1.26.2 processes and stores the results of alternative voting during alternative polling days;
- 2.1.27 “System Election Officer” means:
 - 2.1.27.1 a person who maintains, monitors, or audits the system, and
 - 2.1.27.2 a person who has access to the system beyond the access necessary to vote by alternative voting;
- 2.1.28 “telephone ballot” means:
 - 2.1.28.1 an audio set of instructions which describes the voting choices available to an elector; and
 - 2.1.28.2 the marking of a selection by an elector by depressing the number on a touch tone keypad.

3.0 ALTERNATIVE VOTING PERMITTED

- 3.1 Subject to this by-law, alternative voting shall be permitted on alternative polling days.

3.2 Council may, by resolution, provide that voting by a telephone and by a personal computing device shall be the only means of voting for an election.

4.0 NOTIFICATION OF ELECTORS

- 4.1 The Returning Officer shall cause notice of alternative polling days to be published in a newspaper circulating in the Town or published on the Town's website.
- 4.2 The notice of alternative polling days shall:
- 4.2.1 identify the alternative polling days for alternative voting; and
 - 4.2.2 inform the elector that telephone voting and internet voting is permitted during alternative polling days.
- 4.3 The notice may include any other information the Returning Officer deems necessary.

5.0 FORM OF TELEPHONE AND INTERNET BALLOTS

- 5.1 A telephone ballot and internet ballot shall:
- 5.1.1 identify by the title "Election for Mayor" or "Election for Councillor" or "Election for a Member of Conseil Scolaire Acadian Provincial (CSAP)", as the case may be;
 - 5.1.2 identify the names or names by which they are commonly known of the candidates with given names followed by surnames, arranged alphabetically in order of their surnames and, where necessary, their given names; and
 - 5.1.3 warn the elector to "vote for one candidate only" or "vote for not more than (the number of candidates to be elected) candidates", as the case may be.
- 5.2 No title, honour, decoration or degree shall be included with a candidate(s) name on an internet ballot or telephone ballot.

6.0 OATH

- 6.1 Any oath that is authorized or required shall be made:
- 6.1.1 in the form specified by the procedures and forms; or
 - 6.1.2 if the form is not specified by the procedures and forms, in the form required by the *Act*.

7.0 ELECTOR

- 7.1 No person shall vote by alternative voting unless:
- 7.1.1 the person's name appears on the applicable list of electors;
or
 - 7.1.2 the person is added to the applicable list of electors pursuant to section 36 of the *Act*.
- 7.2 The Returning Officer may attend a residence of an elector, a facility where an elector is located, or any other location the Returning Officer deems appropriate for the purpose of facilitating alternative voting or compiling the list of electors pursuant to section 36 of the *Act*.

8.0 POLLING STATION FOR ALTERNATIVE VOTING

- 8.1 If Council decides that voting by a telephone and by a personal computing device are the only means of voting for an election, the Returning Officer shall establish at least one polling station for alternative voting and each polling station established shall be equipped with at least one device that is capable of casting either an internet ballot or telephone ballot.
- 8.2 The polling station for alternative voting shall be:
- 8.2.1 available for electors who are voting with a friend voter and for any other electors;
 - 8.2.2 open on each advance polling day and on ordinary polling day; and
 - 8.2.3 on such other days and times as decided by the Returning Officer.

9.0 POLLING LOCATIONS FOR ALTERNATIVE VOTING

- 9.1 In addition to establishing at least one polling station, the Returning Officer may establish one or more polling locations for alternative voting during alternative polling days.
- 9.2A polling location may be at such places and during such times as may be determined by the Returning Officer and such location shall be equipped with at least one device that is capable of casting either an internet ballot or telephone ballot.
- 9.3A polling location established by the Returning Officer is not a polling station within the meaning of the *Act*.

10.0 NOTIFICATION AND ATTENDANCE AT POLLING LOCATION

- 10.1 The Returning Officer shall provide each candidate with at least forty-eight (48) hours notice of a polling location.
- 10.2 A candidate officially nominated or their official agent may appoint one or more agents to represent the candidate at each polling location.
- 10.3 An agent may absent himself or herself from and return to a polling location from time to time while the polling location is open.
- 10.4 Only one agent for each candidate shall be entitled to remain in the polling location at any one time while the polling location is open.
- 10.5 Upon exhibiting the appointment to the deputy returning officer or Returning Officer and without taking an oath, the official agent, other than a candidate acting as official agent, may represent a candidate in any polling location in the same manner as, and in addition to, an agent.

11.0 PROXY VOTING

- 11.1 A proxy voter shall not vote for an elector by alternative voting.

12.0 FRIEND VOTING

12.1A friend voter shall only vote for an elector by alternative voting if:

12.1.1 an elector is unable to vote because

12.1.1.1 the elector is blind;

12.1.1.2 the elector cannot read; or

12.1.1.3 the elector has a physical disability that prevents him or her from voting by alternative voting;

and

12.1.2 the elector and the friend appear, in person, before the Returning Officer or the Deputy Returning Officer and take the prescribed oaths.

- 12.2 A candidate shall not act as a friend voter unless the elector is a child, grandchild, brother, sister, parent, grandparent, or spouse of the candidate.
- 12.3 The elector shall take an oath in the prescribed form set out in the procedures and forms providing that he or she is incapable of voting without assistance.

12.4 The friend of the elector shall take an oath in the prescribed form set out in the procedures and forms that:

12.4.1 the friend has not previously acted as a friend for any other elector in the election other than an elector who is a child, grandchild, brother, sister, parent, grandparent, or spouse of the friend of the elector;

12.4.2 the friend will mark the ballot as requested by the elector; and

12.4.3 the friend will keep secret the choice of the elector.

12.5 The Returning Officer shall enter in the poll book:

12.5.1 the reason why the elector is unable to vote;

12.5.2 the name of the friend; and

12.5.3 the fact that the oaths were taken.

13.0 SYSTEM ELECTION OFFICER

13.1 A System Election Officer shall have access to the system prior to the commencement of alternative voting to verify the count for each candidate is zero.

13.2 Notwithstanding the day and time set for alternative voting, alternative voting shall not commence until the count for each of the candidates is zero.

13.3 A System Election Officer shall comply with the procedures and forms established by the Returning Officer pursuant to the *Act*.

14.0 VOTING

14.1 The system shall put internet ballots and telephone ballots cast by an elector in the electronic ballot box.

14.2 The system shall put spoiled ballots in the electronic ballot box.

15.0 SEAL

15.1 Where alternative voting closes before the close of the polls on ordinary polling day, the system shall seal the electronic ballot box until after the close of the poll on ordinary polling day.

16.0 LIST OF PERSONS WHO VOTED

16.1 Where alternative voting closes before the close of the polls on ordinary polling day, the system shall:

16.1.1 generate a list of all electors who voted by alternative voting;
and

16.1.2 on the applicable list of electors, cause a line to be drawn through the names of all the electors who voted during alternative polling days.

16.2 A printed or electronic copy of the lists under section 16 shall be delivered to the Returning Officer within 24 hours of the close of alternative voting.

16.3 Where alternative voting closes at the close of the polls on ordinary polling day, the system shall generate a list of all electors who voted by alternative voting.

17.0 COUNTING

17.1 At the close of ordinary polling day, the system shall generate a count of the telephone ballots and internet ballots in the electronic ballot box that were cast for each candidate during alternative polling days.

17.2 In counting the votes that were cast for each candidate during alternative polling days, the system shall count spoiled ballots.

18.0 TALLYING OF SPOILED BALLOTS

18.1 At the close of ordinary polling day, the system shall tally the number of spoiled ballots that were cast during alternative polling days and the tally shall be delivered to the Returning Officer.

19.0 RECOUNT BY SYSTEM

19.1 In the event of a recount, the system shall regenerate the election count and a printed copy of the regenerated count shall be given to the Returning Officer.

19.2 If the initial count and the regenerated count match, the regenerated count shall be the final count of the votes cast by alternative voting.

19.3 If the regenerated count and the initial count do not match, the Returning Officer shall:

19.3.1 direct one final count be regenerated by the system of the votes cast by alternative voting, and

19.3.2 attend while the final count is being regenerated.

19.4 The regenerated final count pursuant to section 19.3 shall be the final count of the votes cast by alternative voting.

20.0 SECRECY

20.1 An Election Officer and System Election Officer shall maintain and aid in maintaining the secrecy of the voting.

20.2 Every person in attendance at a polling station, or at the counting of the votes, shall maintain and aid in maintaining the secrecy of the voting.

21.0 SEVERABILITY

21.1 If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

22.0 PROHIBITIONS

22.1 No person shall:

22.1.1 use another person's PIN to vote or access the system unless the person is a friend voter;

22.1.2 take, seize, or deprive an elector of his or her PIN; or

22.1.3 sell, gift, transfer, assign or purchase a PIN.

22.2 No person shall:

22.2.1 interfere or attempt to interfere with an elector who is casting an internet ballot or telephone ballot; or

22.2.2 interfere or attempt to interfere with alternative voting.

22.3 No

22.3.1 candidate,

22.3.2 recognized agent, or

22.3.3 person acting on behalf of or in support of a candidate,

shall provide a person with a personal computing device or telephone for the purposes of casting an internet ballot or a telephone ballot.

23.0 OFFENCES AND PENALTY

23.1 A person who:

23.1.1 violates any provision of this by-law; or

23.1.2 makes a false statement in a declaration; or

23.1.3 permits anything to be done in violation of any provision of this by-law;

is guilty of an offence.

23.2 A person who contravenes section 23.1 is guilty of an offence and is liable on summary conviction

23.2.1.1 to a fine of not less than five thousand dollars and not more than ten thousand dollars and in default of payment thereof to imprisonment for a term of not more than one year;

23.2.1.2 to imprisonment for a term of two years less a day; or

23.2.1.3 to a fine of not less than five thousand dollars and not more than ten thousand dollars and to imprisonment for a term of two years less a day.

23.3 In determining a penalty under section 23.2, a judge shall take into account:

23.3.1 the number of votes attempted to be interfered with;

23.3.2 the number of votes interfered with; and

23.3.3 any potential interference with the outcome of an election.

24.0 REPEAL

24.1 Chapter 98 of the Town by-laws entitled Alternative Voting By-law is hereby repealed.

CLERK'S ANNOTATION FOR OFFICIAL BY-LAW BOOK

Date of first reading:

May 31, 2021

Date of advertisement of Notice of Intent to Consider:

June 8, 2021

Date of second reading:

June 28, 2021

*Date of advertisement of Passage of by-law:

June 28, 2021

Town of Kentville, By Law Chapter 104: Alternative Voting By-law

Date of mailing to Minister a certified copy of by-law: June 29, 2021

I certify that this Alternative Voting By-law – Chapter 104 was adopted by Council and published as indicated above.

Town Clerk, Dan Troke

Date

*Effective Date of the by-law unless otherwise specified in the by-law

DRAFT



COUNCIL ADVISORY COMMITTEE

Recommendation to Council

Robinson Property Redevelopment

At the June 14, 2021 meeting of Council Advisory Committee, Mayor Snow reviewed the sale and proposed development of the Robinson Property by owner Mr. Andrew Zebian. The owner requested to extend one of the terms of development to September 30, 2021. Mr. Zebian gave a 10-minute presentation to Council. Following this presentation CAO Troke framed the following request to Council.

Council Advisory Committee recommends

That Council approve to extend the 15% construction completion deadline to September 30, 2021 as requested.

From: zebians@bellaliant.com <zebians@bellaliant.com>

Sent: Friday, June 11, 2021 9:39 AM

To: Dan Troke <dtroke@kentville.ca>

Subject: Main Street Project

The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin.

Morning Dan,

Due to the recent lockdown and delays on the part of the County Inspector, I am fearful that we will not meet the June 30th deadline for the footings on my Main Street Project. Please note that the plans were submitted from me to the Planning Department on April 13th 2021 for review as well as permit fee. At the end of May, Inspector Fraser advised me that he requires a Geotechnical study to be completed before he will provide a permit. I am currently waiting in queue for that to be complete, as the company who carries out these compactness tests are doing other jobs in the Valley. It was my understanding that once this was complete, I would be awarded the permit for the footings.

On Thursday, June 10th, I reached out to Mr. Fraser again and he emailed me to say that he has a heavy load and would like to dig deeper into my plans with Equilibrium before we can move ahead. This is the "second" time that Mr. Fraser has gone through these plans in detail. As a result of all of these variables, I am requesting an extension on the timeline to have the footings installed. Based on the facts I am providing, I do not have a date. I am prepared to start when the permit is issued. To be safe, I would request Sept 30th/2021.

Regards,

Andrew Zebian
Phinneys
64 Webster Street
Kentville NS B4N 1H7
www.phinneys.ca

THIS AMENDING AGREEMENT dated this 29th day of June 2021,

BETWEEN:

TOWN OF KENTVILLE ("Town")

and

MIKE'S CLOTHING LTD ("Mike's")

THIS AGREEMENT witnesses that:

WHEREAS the Parties entered into an Agreement of Purchase and Sale dated August 22, 2019 as amended by a Counter Offer dated August 23, 2019, and further amended by an Amendment dated August 28, 2019, an Amendment dated September 20, 2019, an Amendment dated September 25, 2019, an Amendment dated October 1, 2019, an Amendment dated October 21, 2019, and an Amendment dated December 2020;

AND WHEREAS the Agreement, as amended, requires Mike's to:

- (i) Complete construction of at least 15% of the building no later than **May 31, 2021**, which condition shall be satisfied by completion of the footings for the building as evidenced by a satisfactory inspection of such footings no later than May 31, 2021, by the Building Official pursuant to the *Building Code Act*; and
- (ii) Complete construction no later than **March 31, 2022**;

AND WHEREAS the Agreement, as amended, authorizes the Town to buy back the property if Mike's does not satisfy the conditions and requirements agreed to by Mike's;

AND WHEREAS Mike's requested that the Town extend the June 30, 2020 date for 15% completion to **October 30, 2020**, and the Council of the Town agreed;

AND WHEREAS Mike's requested that the Town extend the October 30, 2020 date for 15% completion to May 31, 2021, and the Council of the Town agreed with the additional condition that Mike's shall not request additional extensions;

AND WHEREAS Mike's has requested that the Town extend the May 31, 2021 date for 15% completion to September 31, 2021;

Initials

initials

IN CONSIDERATION of the mutual covenants contained herein, the Parties agree as follows:

1. Mike's shall complete construction of at least 15% of the building no later than **September 30, 2021**, which condition shall be satisfied by completion of the footings for the building as evidenced by a satisfactory inspection of such footings no later than September 30, 2021 by the Building Official pursuant to the *Building Code Act*.
2. The dates agreed to herein are critically important and Mike's shall not request any further extensions thereof and Mike's specifically understands and agrees that the Town may buy back the property pursuant to the Agreement, as amended, if Mike's does not strictly comply with the terms of the Agreement, as amended.
3. All terms of the Agreement (as amended), except as specifically amended in this Amending Agreement, are confirmed and survive this Amending Agreement, including (without limitation) the Town's right to buy back the Property.

Signed and witnessed:

TOWN OF KENTVILLE

Per: _____

Dan Troke, CAO, duly authorized

Witness

MIKE'S CLOTHING LTD.

Per: _____

Ahmed (Andrew) Zebian, President, duly authorized

Witness



COUNCIL ADVISORY COMMITTEE

Recommendation to Council

Kings Regional Emergency Management Organization

At the June 14, 2021 meeting of Council Advisory Committee, CAO Troke reviewed the updated Kings REMO bylaw which will replace the existing Town bylaws.

Council Advisory Committee recommends

That Council give first reading to the Kings REMO bylaw to Town Council to June 28, 2021 and further that Council give second reading to the bylaw on July 26 2021, and further that all other emergency management bylaws be rescinded.



Memorandum

To: Kings County CAOs
From: Kings REMO Regional EM Coordinator
Date: 2021-06-07 (Updated)
Subject: Kings REMO Administration – Bylaw, Letter of Designation, and Agreement

References:

- A. Intermunicipal Service Agreement Working Group Meeting, Friday, May 28, 2021
- B. [Nova Scotia Emergency Management Act](#)

Please find attached the updated June 2021 Municipal/Town Kings REMO Bylaws.

- [Municipality of the County of Kings](#)
- [Town of Wolfville](#)
- [Town of Kentville](#)
- [Town of Berwick](#)

Amendments to the Draft Regional EM Bylaw from the initial submission in 2019 include the removal from the Bylaw of the following information for insertion into the Draft REMO Agreement:

- Section on the Regional Emergency Management Advisory Committee
- Section on the Regional Emergency Management Coordinator
- Section on the Regional Emergency Management Planning Committee

The recommended process in moving forward with the adoption of the Regional Emergency Management Organization in Kings County is as follows:

1. Submission of REMO Bylaws to Municipal/Town Councils for approval
2. Letter of Kings REMO designation ([attached](#)) submitted to Minister Maguire for consideration in designating Kings REMO as a municipality for the purpose of the Nova Scotia Emergency Management Act, Section 9(b)
3. Kings REMO Inter-Municipal Service Agreement (IMSA) submitted to Council for approval

Submitted for consideration in moving forward to the Kings County IMSA Committee with a recommendation to forward to Municipal/Town Councils once the IMSA Working Group has completed their review.


Dan Stovel
Kings REMO REMC



By-law # ##
EMERGENCY MANAGEMENT BY-LAW

The Council of the Municipality of the County of Kings pursuant to section 10(1)(a) *Emergency Management Act*, S.N.S. 1990, c.8, enacts as follows:

SHORT TITLE

1. This By-law may be cited as the Emergency Management By-Law

INTERPRETATION

2. In this By-law,
 - (a) **Act** means the *Emergency Management Act*, S.N.S. 1990, c.8;
 - (b) **Agreement** means an Agreement entered into pursuant to section 10(1)(c) of the Act, and section 60 of the *Municipal Government Act* among the Municipality of the County of Kings and the Towns of Kentville, Wolfville and Berwick;
 - (c) **CAO** means Chief Administrative Officer of the Municipality of the County of Kings in accordance with the MGA;
 - (d) **Council** means the Council of the Municipality of the County of Kings;
 - (e) **Councillor** means a member of the Municipality of the County of Kings Council;
 - (f) **Emergency** means a present or imminent event in respect of which the Minister or a municipality, as the case may be, believes prompt co-ordination of action or regulation of persons or property must be undertaken to protect property or the health, safety or welfare of people in the Province;
 - (g) **Mayor** means the Mayor of the Municipality of the County of Kings;
 - (h) **MGA** means the *Municipal Government Act*, S.N.S., 1998 c.18, as amended;
 - (i) **Municipality of the County of Kings** means the Municipality of the County of Kings;
 - (j) **Emergency Management Advisory Committee** means the Advisory Committee established pursuant to s. 10(1)(d) of the Act;
 - (k) **Emergency Management Coordinator** means the person appointed by Council to coordinate plans and responses related to an Emergency;
 - (l) **Emergency Management Organization** means the organization required pursuant to s. 10(1)(b) of the Act;

- (m) **Emergency Management Planning Committee** means a committee comprising public sector staff and not-for-profit personnel with a mandate to assist the Emergency Management Coordinator and the Emergency Management Advisory Committee;
- (n) **Emergency Management Plans** means plans, programs or procedures prepared by the Emergency Management Organization that are intended to mitigate the effects of an emergency or a disaster and to provide for the safety, health or welfare of the civil population and the protection of property in the event of such an occurrence, as set out in clause 2(d) of the Act; and
- (o) **State of Local Emergency** means a state of local emergency declared by the Municipality of the County of Kings pursuant to the Act and enabled regulations, and this By-law.

DECLARING A STATE OF LOCAL EMERGENCY

3. In accordance with the Act, Council may declare a State of Local Emergency when satisfied that an Emergency exists or may exist in all or any area of the Municipality of the County of Kings.
4. If Council is unable to act promptly per section 15 of the Act, the Mayor may declare a State of Local Emergency.

LOCAL AND REGIONAL EMERGENCY MANAGEMENT

5. In accordance with s. 10 of the Act and with this By-law, the Municipality of the County of Kings may enter into an Agreement with the [Towns of Berwick, Kentville and Wolfville] to form a Regional Emergency Management Organization (REMO). With an Agreement in effect, a Regional Emergency Advisory Committee shall act in the stead of the Municipality of the County of Kings's Emergency Advisory Committee. Similarly, a Regional Emergency Management Planning Committee and a Regional Emergency Management Coordinator will act in place of a Municipal Committee and Coordinator.
6. An Emergency may be declared a State of Local Emergency by the Council or by the Mayor in accordance with the Act regardless of whether the State of Local Emergency is exclusive to the Municipality of the County of Kings.
7. The Chief Administrative Officer shall appoint a [municipal] staff member to serve as a [municipal] liaison to the Regional Emergency Management Planning Committee.
8. Once the State of Local Emergency is declared, and when the declared State of Local Emergency involves two or more of the parties to an Agreement, the Mayor shall authorize REMO to act in their stead during the declared State of Local Emergency per subsection 15(1)(b) of the Act,.
9. When there is an Agreement in effect, and when the declared State of Local Emergency is exclusive to the Municipality of the County of Kings, the Mayor shall authorize REMO to act in their stead during the declared State of Local Emergency per subsection 15(1)(b) of the Act.
10. Cost-recovery policy under REMO shall be detailed in the Agreement.

REGIONAL EMERGENCY MANAGEMENT ORGANIZATION AGREEMENT

11. The Council hereby authorizes the establishment of a REMO pursuant to an Agreement per section 10 of the Act.
12. Without limitation, an Agreement shall contain provisions respecting:
- (a) the composition and role of a Regional Emergency Advisory Committee;
 - (b) the terms of engagement and responsibilities of a Regional Emergency Management Coordinator; and
 - (c) the composition and role of a Regional Emergency Management Planning Committee.

DUTIES DURING AN EMERGENCY

13. Following the activation of any Emergency Plan or a declaration of a State of Local Emergency:
- (a) Every Councillor shall advise the Mayor as to their location and how they may be contacted;
 - (b) Every employee and agent of the Municipality of the County of Kings who has a role in such emergencies as assigned in the Emergency Management Plans, shall:
 - i. Advise the Emergency Management Coordinator or the Regional Emergency Management Coordinator, as the case may be, of their location and how they may be contacted; and
 - ii. Fulfill such duties as may be prescribed by the Emergency Management Coordinator or the Regional Emergency Management Coordinator, as the case may be.

REPEAL

14. Municipality of the County of Kings By-laws 61 (Emergency Measures) and 89 (Regional Emergency Management) are repealed and replaced by this Bylaw.

Clerk's Annotation for Official By-law Book

Date of first reading: _____

Date of advertisement of Notice of Intent to Consider: _____

Date of second reading: _____

Date of mailing to Minister a certified copy of By-law: _____

Date of Ministerial approval (s. 10 (1) (a) of the Act): _____

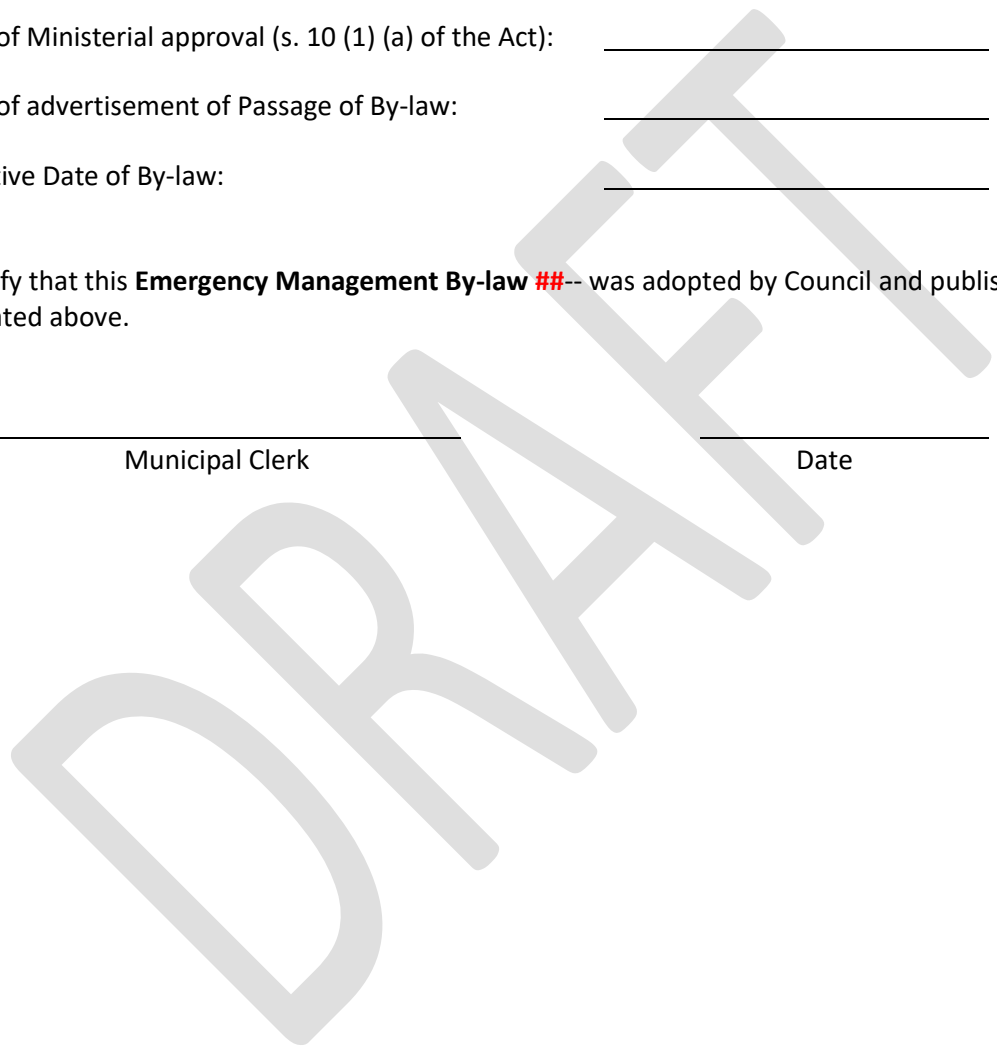
Date of advertisement of Passage of By-law: _____

Effective Date of By-law: _____

I certify that this **Emergency Management By-law ##** -- was adopted by Council and published as indicated above.

Municipal Clerk

Date



The Council of the Town of Wolfville pursuant to section 10(1)(a) Emergency Management Act, S.N.S. 1990, c.8, enacts as follows:

SHORT TITLE

1. This By-law may be cited as the Emergency Management By-Law

INTERPRETATION

2. In this By-law,
 - (a) **Act** means the Emergency Management Act, S.N.S. 1990, c.8;
 - (b) **Agreement** means an Agreement entered into pursuant to section 10(1)(c) of the Act, and section 60 of the *Municipal Government Act* among the Municipality of the County of Kings and the Towns of Kentville, Wolfville and Berwick;
 - (c) **CAO** means Chief Administrative Officer of the Town of Wolfville in accordance with the MGA;
 - (d) **Council** means the Council of the Town of Wolfville;
 - (e) **Councillor** means a member of the Town of Wolfville Council;
 - (f) **Emergency** means a present or imminent event in respect of which the Minister or a municipality, as the case may be, believes prompt co-ordination of action or regulation of persons or property must be undertaken to protect property or the health, safety or welfare of people in the Province;
 - (g) **Mayor** means the Mayor of the Town of Wolfville;
 - (h) **MGA** means the *Municipal Government Act*, S.N.S., 1998 c.18, as amended;
 - (i) **Town of Wolfville** means the Town of Wolfville;
 - (j) **Emergency Management Advisory Committee** means the Advisory Committee established pursuant to s. 10(1)(d) of the Act;
 - (k) **Emergency Management Coordinator** means the person appointed by Council to coordinate plans and responses related to an Emergency;
 - (l) **Emergency Management Organization** means the organization required pursuant to s. 10(1)(b) of the Act;

- (m) **Emergency Management Planning Committee** means a committee comprising public sector staff and not-for-profit personnel with a mandate to assist the Emergency Management Coordinator and the Emergency Management Advisory Committee;
- (n) **Emergency Management Plans** means plans, programs or procedures prepared by the Emergency Management Organization that are intended to mitigate the effects of an emergency or a disaster and to provide for the safety, health or welfare of the civil population and the protection of property in the event of such an occurrence, as set out in clause 2(d) of the Act; and
- (o) **State of Local Emergency** means a state of local emergency declared by the Town of Wolfville pursuant to the Act and enabled regulations, and this By-law.

DECLARING A STATE OF LOCAL EMERGENCY

- 3. In accordance with the Act, Council may declare a State of Local Emergency when satisfied that an Emergency exists or may exist in all or any area of the Town of Wolfville.
- 4. If Council is unable to act promptly per section 15 of the Act, the Mayor may declare a State of Local Emergency.

LOCAL AND REGIONAL EMERGENCY MANAGEMENT

- 5. In accordance with s. 10 of the Act and with this By-law, the Town of Wolfville may enter into an Agreement with the [Municipality of the County of Kings and the Towns of Berwick, and Kentville] to form a Regional Emergency Management Organization (REMO). With an Agreement in effect, a Regional Emergency Advisory Committee shall act in the stead of the Town of Wolfville's Emergency Advisory Committee. Similarly, a Regional Emergency Management Planning Committee and a Regional Emergency Management Coordinator will act in place of a Municipal Committee and Coordinator.
- 6. An Emergency may be declared a State of Local Emergency by the Council or by the Mayor in accordance with the Act regardless of whether the State of Local Emergency is exclusive to the Town of Wolfville.
- 7. The Chief Administrative Officer shall appoint a [municipal] staff member to serve as a [municipal] liaison to the Regional Emergency Management Planning Committee.
- 8. Once the State of Local Emergency is declared, and when the declared State of Local Emergency involves two or more of the parties to an Agreement, the Mayor shall authorize REMO to act in their stead during the declared State of Local Emergency per subsection 15(1)(b) of the Act,.
- 9. When there is an Agreement in effect, and when the declared State of Local Emergency is exclusive to the Town of Wolfville, the Mayor shall authorize REMO to act in their stead during the declared State of Local Emergency per subsection 15(1)(b) of the Act.

10. Cost-recovery policy under REMO shall be detailed in the Agreement.

REGIONAL EMERGENCY MANAGEMENT ORGANIZATION AGREEMENT

11. The Council hereby authorizes the establishment of a REMO pursuant to an Agreement per section 10 of the Act.

12. Without limitation, an Agreement shall contain provisions respecting:

- (a) the composition and role of a Regional Emergency Advisory Committee;
- (b) the terms of engagement and responsibilities of a Regional Emergency Management Coordinator; and
- (c) the composition and role of a Regional Emergency Management Planning Committee.

DUTIES DURING AN EMERGENCY

13. Following the activation of any Emergency Plan or a declaration of a State of Local Emergency:

- (a) Every Councillor shall advise the Mayor as to their location and how they may be contacted;
- (b) Every employee and agent of the Town of Wolfville who has a role in such emergencies as assigned in the Emergency Management Plans, shall:
 - i. Advise the Emergency Management Coordinator or the Regional Emergency Management Coordinator, as the case may be, of their location and how they may be contacted; and
 - ii. Fulfill such duties as may be prescribed by the Emergency Management Coordinator or the Regional Emergency Management Coordinator, as the case may be.

REPEAL

14. Town of Wolfville By-laws 57 (Emergency Measures) and 86 (Regional Emergency Management) are repealed and replaced by this By-law.

Clerk's Annotation for Official By-law Book

Date of first reading: _____

Date of advertisement of Notice of Intent to Consider: _____

Date of second reading: _____

Date of mailing to Minister a certified copy of By-law: _____

Date of Ministerial approval (s. 10 (1) (a) of the Act): _____

Date of advertisement of Passage of By-law: _____

Effective Date of By-law: _____

I certify that this **Emergency Management By-law 103** was adopted by Council and published as indicated above.

Town Clerk

Date

DRAFT



**Town of Kentville By-law
Chapter ##
Emergency Management By-law**

The Council of the Town of Kentville pursuant to section 10(1)(a) [Emergency Management Act](#), S.N.S. 1990, c.8, enacts as follows:

SHORT TITLE

1. This By-law may be cited as the Emergency Management By-Law

INTERPRETATION

2. In this By-law,
 - (a) **Act** means the [Emergency Management Act](#), S.N.S. 1990, c.8;
 - (b) **Agreement** means an Agreement entered into pursuant to section 10(1)(c) of the Act, and section 60 of the *Municipal Government Act* among the Municipality of the County of Kings and the Towns of Kentville, Wolfville and Berwick;
 - (c) **CAO** means Chief Administrative Officer of the Town of Kentville in accordance with the MGA;
 - (d) **Council** means the Council of the Town of Kentville;
 - (e) **Councillor** means a member of the Town of Kentville Council;
 - (f) **Emergency** means a present or imminent event in respect of which the Minister or a municipality, as the case may be, believes prompt co-ordination of action or regulation of persons or property must be undertaken to protect property or the health, safety or welfare of people in the Province;
 - (g) **Mayor** means the Mayor of the Town of Kentville;
 - (h) **MGA** means the *Municipal Government Act*, S.N.S., 1998 c.18, as amended;
 - (i) **Town of Kentville** means the Town of Kentville;
 - (j) **Emergency Management Advisory Committee** means the Advisory Committee established pursuant to s. 10(1)(d) of the Act;

Town of Kentville, By Law Chapter ##: Regional Emergency Management Organization

- (k) **Emergency Management Coordinator** means the person appointed by Council to coordinate plans and responses related to an Emergency;
- (l) **Emergency Management Organization** means the organization required pursuant to s. 10(1)(b) of the Act;
- (m) **Emergency Management Planning Committee** means a committee comprising public sector staff and not-for-profit personnel with a mandate to assist the Emergency Management Coordinator and the Emergency Management Advisory Committee;
- (n) **Emergency Management Plans** means plans, programs or procedures prepared by the Emergency Management Organization that are intended to mitigate the effects of an emergency or a disaster and to provide for the safety, health or welfare of the civil population and the protection of property in the event of such an occurrence, as set out in clause 2(d) of the Act; and
- (o) **State of Local Emergency** means a state of local emergency declared by the Town of Kentville pursuant to the Act and enabled regulations, and this By-law.

DECLARING A STATE OF LOCAL EMERGENCY

- 3. In accordance with the Act, Council may declare a State of Local Emergency when satisfied that an Emergency exists or may exist in all or any area of the Town of Kentville.
- 4. If Council is unable to act promptly per section 15 of the Act, the Mayor may declare a State of Local Emergency.

LOCAL AND REGIONAL EMERGENCY MANAGEMENT

- 5. In accordance with s. 10 of the Act and with this By-law, the Town of Kentville may enter into an Agreement with the [Municipality of the County of Kings and the Towns of Berwick, and Wolfville] to form a Regional Emergency Management Organization (REMO). With an Agreement in effect, a Regional Emergency Advisory Committee shall act in the stead of the Town of Kentville's Emergency Advisory Committee. Similarly, a Regional Emergency Management Planning Committee and a Regional Emergency Management Coordinator will act in place of a Municipal Committee and Coordinator.
- 6. An Emergency may be declared a State of Local Emergency by the Council or by the Mayor in accordance with the Act regardless of whether the State of Local Emergency is exclusive to the Town of Kentville.
- 7. The Chief Administrative Officer shall appoint a [municipal] staff member to serve as a [municipal] liaison to the Regional Emergency Management Planning Committee.
- 8. Once the State of Local Emergency is declared, and when the declared State of Local Emergency involves two or more of the parties to an Agreement, the Mayor shall authorize REMO to act in their stead during the declared State of Local Emergency per subsection 15(1)(b) of the Act.

Town of Kentville, By Law Chapter ##: Regional Emergency Management Organization

9. When there is an Agreement in effect, and when the declared State of Local Emergency is exclusive to the Town of Kentville, the Mayor shall authorize REMO to act in their stead during the declared State of Local Emergency per subsection 15(1)(b) of the Act.
10. Cost-recovery policy under REMO shall be detailed in the Agreement.

REGIONAL EMERGENCY MANAGEMENT ORGANIZATION AGREEMENT

11. The Council hereby authorizes the establishment of a REMO pursuant to an Agreement per section 10 of the Act.
12. Without limitation, an Agreement shall contain provisions respecting:
 - (a) the composition and role of a Regional Emergency Advisory Committee;
 - (b) the terms of engagement and responsibilities of a Regional Emergency Management Coordinator; and
 - (c) the composition and role of a Regional Emergency Management Planning Committee.

DUTIES DURING AN EMERGENCY

13. Following the activation of any Emergency Plan or a declaration of a State of Local Emergency:
 - (a) Every Councillor shall advise the Mayor as to their location and how they may be contacted;
 - (b) Every employee and agent of the Town of Kentville who has a role in such emergencies as assigned in the Emergency Management Plans, shall:
 - i. Advise the Emergency Management Coordinator or the Regional Emergency Management Coordinator, as the case may be, of their location and how they may be contacted; and
 - ii. Fulfill such duties as may be prescribed by the Emergency Management Coordinator or the Regional Emergency Management Coordinator, as the case may be.

REPEAL

14. Town of Kentville By-laws 67 (Regional Emergency Management) and 73 (Emergency Management) are repealed and replaced by this By-law.

Town of Kentville, By Law Chapter ##: Regional Emergency Management Organization

Clerk's Annotation for Official By-law Book

Date of first reading: _____

Date of advertisement of Notice of Intent to Consider: _____

Date of second reading: _____

Date of mailing to Minister a certified copy of By-law: _____

Date of Ministerial approval (s. 10 (1) (a) of the Act): _____

Date of advertisement of Passage of By-law: _____

Effective Date of By-law: _____

I certify that this **Emergency Management By-law ##** was adopted by Council and published as indicated above.

Town Clerk

Date

DRAFT

TOWN OF BERWICK BY-LAW

Emergency Management By-law

The Council of the [Town/Municipality] pursuant to section 10(1)(a) *Emergency Management Act*, S.N.S. 1990, c.8, enacts as follows:

SHORT TITLE

1. This By-law may be cited as the Emergency Management By-Law

INTERPRETATION

2. In this By-law,
 - (a) **Act** means the *Emergency Management Act*, S.N.S. 1990, c.8;
 - (b) **Agreement** means an Agreement entered into pursuant to section 10(1)(c) of the Act, and section 60 of the *Municipal Government Act* among the Municipality of the County of Kings and the Towns of Kentville, Wolfville and Berwick;
 - (c) **CAO** means Chief Administrative Officer of the Town of Berwick in accordance with the MGA;
 - (d) **Council** means the Council of the Town of Berwick;
 - (e) **Councillor** means a member of the Town of Berwick Council;
 - (f) **Emergency** means a present or imminent event in respect of which the Minister or a municipality, as the case may be, believes prompt co-ordination of action or regulation of persons or property must be undertaken to protect property or the health, safety or welfare of people in the Province;
 - (g) **Mayor** means the Mayor of the Town of Berwick;
 - (h) **MGA** means the *Municipal Government Act*, S.N.S., 1998 c.18, as amended;
 - (i) **Town of Berwick** means the Town of Berwick;
 - (j) **Emergency Management Advisory Committee** means the Advisory Committee established pursuant to s. 10(1)(d) of the Act;
 - (k) **Emergency Management Coordinator** means the person appointed by Council to coordinate plans and responses related to an Emergency;
 - (l) **Emergency Management Organization** means the organization required pursuant to s. 10(1)(b) of the Act;

- (m) **Emergency Management Planning Committee** means a committee comprising public sector staff and not-for-profit personnel with a mandate to assist the Emergency Management Coordinator and the Emergency Management Advisory Committee;
- (n) **Emergency Management Plans** means plans, programs or procedures prepared by the Emergency Management Organization that are intended to mitigate the effects of an emergency or a disaster and to provide for the safety, health or welfare of the civil population and the protection of property in the event of such an occurrence, as set out in clause 2(d) of the Act; and
- (o) **State of Local Emergency** means a state of local emergency declared by the Town of Berwick pursuant to the Act and enabled regulations, and this By-law.

DECLARING A STATE OF LOCAL EMERGENCY

- 3. In accordance with the Act, Council may declare a State of Local Emergency when satisfied that an Emergency exists or may exist in all or any area of the Town of Berwick.
- 4. If Council is unable to act promptly per section 15 of the Act, the Mayor may declare a State of Local Emergency.

LOCAL AND REGIONAL EMERGENCY MANAGEMENT

- 5. In accordance with s. 10 of the Act and with this By-law, the Town of Berwick may enter into an Agreement with the [Municipality of the County of Kings and the Towns Kentville and Wolfville] to form a Regional Emergency Management Organization (REMO). With an Agreement in effect, a Regional Emergency Advisory Committee shall act in the stead of the Town of Berwick's Emergency Advisory Committee. Similarly, a Regional Emergency Management Planning Committee and a Regional Emergency Management Coordinator will act in place of a Municipal Committee and Coordinator.
- 6. An Emergency may be declared a State of Local Emergency by the Council or by the Mayor in accordance with the Act regardless of whether the State of Local Emergency is exclusive to the Town of Berwick.
- 7. The Chief Administrative Officer shall appoint a [municipal] staff member to serve as a [municipal] liaison to the Regional Emergency Management Planning Committee.
- 8. Once the State of Local Emergency is declared, and when the declared State of Local Emergency involves two or more of the parties to an Agreement, the Mayor shall authorize REMO to act in their stead during the declared State of Local Emergency per subsection 15(1)(b) of the Act,.
- 9. When there is an Agreement in effect, and when the declared State of Local Emergency is exclusive to the Town of Berwick, the Mayor shall authorize REMO to act in their stead during the declared State of Local Emergency per subsection 15(1)(b) of the Act.
- 10. Cost-recovery policy under REMO shall be detailed in the Agreement.

REGIONAL EMERGENCY MANAGEMENT ORGANIZATION AGREEMENT

11. The Council hereby authorizes the establishment of a REMO pursuant to an Agreement per section 10 of the Act.

12. Without limitation, an Agreement shall contain provisions respecting:

- (a) the composition and role of a Regional Emergency Advisory Committee;
- (b) the terms of engagement and responsibilities of a Regional Emergency Management Coordinator; and
- (c) the composition and role of a Regional Emergency Management Planning Committee.

DUTIES DURING AN EMERGENCY

13. Following the activation of any Emergency Plan or a declaration of a State of Local Emergency:

- (a) Every Councillor shall advise the Mayor as to their location and how they may be contacted;
- (b) Every employee and agent of the Town of Berwick who has a role in such emergencies as assigned in the Emergency Management Plans, shall:
 - i. Advise the Emergency Management Coordinator or the Regional Emergency Management Coordinator, as the case may be, of their location and how they may be contacted; and
 - ii. Fulfill such duties as may be prescribed by the Emergency Management Coordinator or the Regional Emergency Management Coordinator, as the case may be.

REPEAL

14. Town of Berwick Emergency Measures By-law is repealed and replaced by this By-law.

Clerk's Annotation for Official By-law Book

Date of first reading: _____

Date of advertisement of Notice of Intent to Consider: _____

Date of second reading: _____

Date of mailing to Minister a certified copy of By-law: _____

Date of Ministerial approval (s. 10 (1) (a) of the Act): _____

Date of advertisement of Passage of By-law: _____

Effective Date of By-law: _____

I certify that this **Emergency Management By-law ##** was adopted by Council and published as indicated above.

Town Clerk

Date

DRAFT



July ##, 2021

Honourable Brendan Maguire
Department of Municipal Affairs
14th Floor North, Maritime Centre
1505 Barrington Street
P.O. Box 216
Halifax, NS B3J 2M4

Dear Minister Maguire,

The four municipalities of Kings County, comprising the Municipality of the County of Kings, and the Towns of Berwick, Kentville and Wolfville, have completed a two-year trial program for a Regional Emergency Management Organization (REMO). It is the intent of the Kings County municipalities to move forward under a Regional Emergency Management Organization and fully adopt as of April 1, 2021.

The Regional Emergency Management Advisory Committee consisting of two elected officials from each municipality has been providing oversight of Emergency Management issues in Kings County since April 2018. As this committee has representation from each of the municipalities, Kings County municipalities request that Kings REMO be designated as a municipality for the purpose of the Nova Scotia Emergency Management Act, Section 9(b).

Kings REMO requests that you authorize this designation under Section 9(b) of the Nova Scotia Emergency Management Act and provide the respective responsibilities of municipalities to Kings REMO which will enable the Kings County Regional Emergency Management Advisory Committee to approve Emergency Management Plans.

Sincerely,

Chair
Kings County
Regional Emergency Management Advisory Committee

/d

cc: Kings County CAOs
Andrew Mitton, NS EMO Planning Officer – Region 4



COUNCIL ADVISORY COMMITTEE

Recommendation to Council

Western Regional Housing Authority Board Vacancy

At the June 14, 2021 meeting of Council Advisory Committee, CAO Troke reviewed the Town's involvement on the Western Regional Housing Authority Board and a request to extend the term of the existing representative.

Council Advisory Committee recommends

That Council extend of the term of Kentville representative Ashley Hancock on the Western Regional Housing Authority board.



TO: Council Advisory Committee

SUBMITTED BY: Chief Administrative Officer Dan Troke

DATE: June 14, 2021

SUBJECT: Western Regional Housing Authority Board

ORIGIN

The Town of Kentville has a community member sitting on the Board of the Western Regional Housing Authority. The Board has a two-year term for community members and the Kentville member’s term expires this year.

DISCUSSION

Ashley Hancock is the member sitting on this committee. She has expressed great pride in sitting on this committee and requests an extension of her term to continue this work.

Council can extend her term, or they can advertise for a new volunteer to fill this position and start a new term.

POLICY IMPLICATIONS

None.

BUDGET IMPLICATION

None.

ATTACHMENTS

None.

RECOMMENDATIONS

That Council extend the term of Kentville representative Ashley Hancock on the Board of the Western Regional Housing Authority by one year.



Figure 1 Town of Kentville Decision Wheel. Council members should consider impacts of this decision on areas of economic development, property, social, environment and public opinion.

Councilor Report

Kentville Town Council

Name: Craig Gerrard

Date: June 28, 2021

Date of Last Council Meeting Attended: _____

Date of Last Council Advisory Meeting Attended: _____

Date of Last Governance Session Attended: _____

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
June 16, 2021	VWRM	
June 21, 2021	Meeting with Dan	New police chief and process
June 17, 2021	KJFS	Budget is on par 16%, Target date for truck 11 replacement is still December 2021, Camp Aldershot – flat rate fee has been suggested plus usage, some renovations will take place turning the bar into a shower area and the funds from this have come from the weekly 50/50 draw.

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis

Conference Attendance and Synopsis

Date	Conference	Synopsis



Councilor Report

Kentville Town Council

Committee Meeting Synopsis – Completed by Committee Representative only

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

Misc Events

Date	Synopsis
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COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Paula Huntley

Date: June 28/21

Date of Last Council Meeting Attended: May 31/21

Date of Last Council Advisory Meeting Attended: June 14/21

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
June 7/21	Diversity Committee	Review of diversity work plan update, introduction of Inclusive Communities intern.
June 14/21	CAC Meeting	Director's reports, land discussions, bylaw discussions,
June 16/21	Kings Point to Point Transit	AGM Meeting- role out of new board, and introduction of new resident members, financial update and Thank- you to Faye Brown who will be retiring from KPPT and the introduction of the new Manager Burrell Lyons
June 23/21	Kings Transit	Financials, audit report, recruitment
June 24/21	Accessibility Advisory	



COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

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Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
June 14-June 30	Festival of Flowers	Walk about to view business participation
June 9/21	Women of Excellence Event	Congratulations to all involved, it was a wonderful celebration of all that is good happening in our Annapolis Valley and truly shows so many leaders doing so much work to help their community.

Conference Attendance and Synopsis

Date	Conference	Synopsis
June 16/21	City Nations Place of Americas	Learning how to break down the silos between tourism, economic development & city management in order to foster a dialogue on how we can work together to attract talent, tourism & investment in our communities
June 17/21	City Nations Place of Americas	Rebuilding attractiveness & re- think downtowns through place- making <ul style="list-style-type: none"> • Rebalance tourism development to benefit locals and visitors • Restructure organizations and their stakeholder relationships to adapt to new realities • Re set our KPI'S to better measure the impact of their place brand and marketing.
June 22/21	FCM-Affordable Housing & Energy Retrofit	Discussions on Cities that are rebuilding for our future to help with our goal of affordable housing-retro fitting building that affects things from net zero energy costs to solar panels etc. *Looking at how old buildings are and cost/ideas of pilot projects Larger cities with large projects but that can be readjusted to fit any area

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

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COMMITTEE MEETING SYNOPSIS – COMPLETED BY COMMITTEE REPRESENTATIVE ONLY

Detail	Synopsis		
Committee Name	Kings Transit	Meeting Date:	June 23/21
Meeting Highlights:	Recruitment Committee work, Audit report presentation from BDO Canada, ridership & revenue report, draft capital budget, SWAP-severe weather action plan.		
Budget:			
New Projects:	Not new but we now are relooking at a placement for a General mgr as we had hired but that person has taken another job elsewhere so this is one of the main focuses, getting leadership in place.		
Policy Changes:			

Misc Events- These are calls/webinars and items signed up for personal learnings in order to participate in the Committees I signed up for (not a requirement)

Date	Synopsis
June 24/21	Developing a Greenhouse Gas Emissions Inventory & Forecast
June 22/21	Affordable Housing Report review -lots of stats on recommendations and
June 11/21	Strategies Diversity & Culture
June 10/21	Inclusive Economy Workshop
June 9/21	Climate change leadership course
June 1/21	Indigenous First Nations Guardians gathering
June 24/21	Mi'kmaw 101-we are all treaty people
June 11/21	Correspondence with NS Public Consultation on Sustainable Development Goals Act-signed up to share my voice

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

June 7/21	Correspondence with Executive Director Gordon Michael from Mentoring Plus Strategy Committee-Discussion on the leaving of Kentville's director and what will happen moving forward-on going planning
June month	Discussion with residents on the following topics: Timing of Flowers around town Properties in areas needing clean up Visitor center upkeep Residential school remains of 215 children- what can we do to remember? I then reached out to Glooscap First Nations office to inquire about a meeting / correspondence with Chief Peters -awaiting on info

Name: Cathy Maxwell

Date: June 22, 2021

Date of Last Council Meeting Attended: May 31/21

Date of Last Council Advisory Meeting Attended: June 14/21

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
May 27/21	Accessibility Committee	See attached report
June 1/21	Annapolis Valley Trails Coalition Update	See attached report

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
June 19/21	Kentville Heritage Centre Season Opening	With the swirl of the bagpipes by Ed Coleman our Heritage Centre opened to the public for the season on June 19 th . There are many new artifacts this year as well as a new display on the Sanitorium. The KCA display is still up for those who may have missed it last season and there have been new additions to the Railway room. I encourage all Councilors, the Mayor, CAO, Staff and of course the public, to drop in and see the fine work being done by this volunteer group. The Masonic garden has been spruced up,

		story boards in place and the rescued Kentville Crest added to the building!
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COMMITTEE MEETING SYNOPSIS – COMPLETED BY COMMITTEE REPRESENTATIVE ONLY

Detail	Synopsis		
<p>Committee Name <i>Accessibility Committee</i></p>	<p>Work that has been taking place since our acceptance of the Accessibility Plan consists of: Press Releases, Training, Partnering with KBC, Grant Applications, and many discussions on the impact this plan will have on everything. There are 2 levels of training that will take place:</p> <ol style="list-style-type: none"> 1. Accessibility 101 which is the Rick Hanson Association Training which 2 staff will take. 2. The RH Certification Training that will include 1 staff member. The cost for this certification is \$2,500. <p>The Committee is looking for videos expressing personal stories from citizens that experience accessibility issues daily. To date 2 videos have been secured. One is by Bernie Zinck and the</p>	<p>Meeting Date:</p>	<p>May 27/21</p>

	<p>other is by Susan Harvey. Many thanks to both! It is interesting for Council to note that the town is leading the accessibility charge and Gerry Post is forwarding our plan to several Federal Ministers.</p>		
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COMMITTEE MEETING SYNOPSIS – COMPLETED BY COMMITTEE REPRESENTATIVE ONLY

Detail	Synopsis		
<p>Committee Name Annapolis Valley Trail Coalition Update</p>	<p>I want to put the website for our HMT and others out to you again as we are now moving more freely around the province. http://destinationtrailsnovascotia.com This will help everyone plan their trip on our trails. At the last meeting we decided an in-person AGM would be preferable, so we are planning for early September. More information will be forth coming. The trail supervisor is working away on the trail maintenance on the HMT. You will not see him on the Kentville Section as we do our own trail maintenance. If there are problems on the Kentville section, please contact our Recreation Department. CCH funding has been applied for as well as municipal funding</p>	<p>Meeting Date: June 1/21</p>	

	<p>applications We had a presentation from trail Chair Beth Patillio at our last meeting. Beth did a great job outlining the importance of the organization and municipal partners for the success of the HM Trailway and the Blue Route Provincially.</p>		
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Councilor Report

Kentville Town Council

Name: Cate Savage

Date: June 23rd

Date of Last Council Meeting Attended: May 31st

Date of Last Council Advisory Meeting Attended: June 14th

Committee Meeting Attendance and Synopsis

	Committee	Synopsis
June 9 th	KBC Board Meeting	<p>Committee Reports</p> <ul style="list-style-type: none"> • Treasurer Report • President Report • Façade Program Committee Report • Promotions Committee Report • Events Committee Report <p>Executive Director Report</p> <p>New Business</p> <ol style="list-style-type: none"> 1. Membership Discussion 2. Mission, Purpose, and Strategic Pillars Discussion 3. Business Engagement Discussion <p>Discussion</p> <ul style="list-style-type: none"> - I'm happy to elaborate on any and all discussions - Overall the KBC Board is digging deep into their mission statement and purpose – they continue to widen their sphere of influence and participation in the business community
June 16 th	IAC	<p>Review and recommendations with IA – balance of portfolio just north of 14 million. Our year to date yields are in the 4.4% range</p>

Councilor Report Kentville Town Council

		<p>weighted against the balanced income CAD of .97%.</p> <p>We have a number of investments coming due over the ensuing months and are therefore anxious to hear back from the Minister with an approval for the revised IPS.</p>
June 14 th	RSC	In Camera Meeting – Desludging of Lagoon #1 (A)
June 17 th	JFSC	<p>Chief's Report</p> <p><u>Camp Aldershot</u> – Chief Hamilton reviewed proposed new Camp Aldershot contract. KVFD is proposing a flat rate fee made at the beginning of each fiscal year, instead of a flat base rate paid upfront plus a bill paid in arrears based on the number of calls each year. Looking at a 5 year renewable contract. We have invited them here for a following up meeting. Still using old contract until a new one is signed. An invoice was sent for services rendered in 2020 in the amount of \$18,960. We are still awaiting payment.</p> <p><u>Engine 11 Replacement</u> – We have received graphic drawings of the unit for approval and the timeline is still on track for December 2021 delivery</p> <p><u>Building</u> – Current renovations include converting the old bar area to a shower/locker area; and new flooring and lighting in the crew lounge room. Both these projects are being funded by Society funds which were primarily raised through the NS Firefighter weekly 50/50 draw.</p> <p><u>COVID-19</u> – Following the third wave lockdown, all meetings and training</p>

Councilor Report

Kentville Town Council

		<p>were put on hold. All members were asked to not be at station unless answering a call, or doing work on a committee. With the start of Phase 2 we will once again get back to the regular training and meeting schedules.</p> <p><u>Recruitment & Retention</u> – Membership currently sits at 55 members plus our Doctor and Padre as of May 2021.</p> <p><u>Fire Apparatus & Fire Fighting Equipment</u> – We had an unexpected repair to Tanker 22 that has been completed and is now back in service. Repairs were more than expected, therefore costs were as well. We will monitor this line item as the budget year continues.</p>
June 17 th	RSC	Unable to attend – Director Bell to update council

Town of Kentville Event Attendance and Synopsis

Date	Event/Conference	Synopsis

Misc Events

Date	Synopsis
June 9 th	Women of Excellence Awards – Zoom

Councilor Report

Kentville Town Council

June 23	Pride Walk – Great event – well planned and a lovely turn out

Expenses

This month	Year to Date

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Gillian Yorke

Date: June 28th, 2021

Date of Last Council Meeting Attended: May 31st, 2021

Date of Last Council Advisory Meeting Attended: June 14th, 2021

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
June 3 rd , 2021	Regional Recreation Facility Feasibility RFP Committee	First official meeting with town representatives from the County of Kings, Town of Kentville and Town of Wolfville together. Created the Request For Proposals: Feasibility Study guidelines and set dates for opening and closing the RFP.
June 17 th , 2021	Annapolis Valley Regional Library AGM/Board Meeting	Review of the year, and mapping out the year ahead. Discussed the Medicine Garden at the Berwick location as part of the Moving Through Project. https://bit.ly/3xOm19c
June 25 th , 2021	Police Commission	Reviewed Traffic Collison Report

Town of Kentville Event Attendance and Synopsis

Date	Event/Conference	Synopsis
June 23, 2021	Pride Walk: Walk with Pride	Walk with Pride event held with Town of Kentville, Kentville Business Community and KCA and emceed by Rewind 89.3. Wonderful evening spent walking the trail and viewing the art projects created by KCA students. Well done, and congratulations on your first Pride event!

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Misc Events

Date	Synopsis
June 9 th , 2021	Affordable/Attainable Housing Met with Russ Sanche and Kelly McGregor from the Portal and various municipal councilors to start conversations to move the Homeless No More projects forward.
June 24 th , 2021	We Are All Treaty People: Webinar Webinar hosted by Nova Scotia Federation of Municipalities

Expenses

This month	Year to Date
n/a	

Councilor Report

Kentville Town Council

Name: Andrew Zebian

Date: June 22/21

Date of Last Council Meeting Attended: May 31/21

Date of Last Council Advisory Meeting Attended: June 14/21

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
June 16th	Investment Advisory Committee	
June 28th	Audit Committee	

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
June 19 th /21	Opening of Kentville Historical Society	

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
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Councilor Report

Kentville Town Council

Name: Sandra Snow

Date: 23 June 2021

Date of Last Council Meeting Attended: 31 May 2021

Date of Last Council Advisory Meeting Attended: 14 June 2021

Date of Last Governance Session Attended: N/A

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
28 May 21	IMSA Working Group	Presentation and discussion on shared service models used by other municipal entities
31 May 21	Valley REAP Team Meeting	Review of work and update on future work - survey
31 May 21	Council Meeting	Policy Revision G28 Grants to Organizations REMO Emergency Management Plan Alternate Voting Bylaw Accessibility Plan
1 Jun 21	MIT REAP	Check in with MIT Staff
9 Jun 21	NSFM/Mayors Round Table	Review of the Affordable housing Committee Report and input
10 Jun 21	VREN Regional Economic Recovery	Review of on-going initiatives for Valley Businesses
11 Jun 21	NSFM Board Meeting	Annual policy signatures, business of the day
16 Jun 21	Meeting with MLA John Lohr	Update and check in on Kentville
17 Jun 21	Municipal Finance Corporation AGM	Financial statements, appointment to the Audit Committee
17 Jun 21	Municipal Finance Corporation Board Meeting	Annual Policy review and quarterly business
22 Jun 21	Valley REAP	Plans for survey and next assignment

Conference Attendance and Synopsis



Councilor Report

Kentville Town Council

Date	Conference	Synopsis
31 May – 4 Jun	FCM Annual Conference	The theme of the conference was FORWARD. Programing centred around moving our communities forward. Excellent workshops and Keynote speakers: Gender Equality, Green Muncipal Funds, Social Media Tools, Using Community Data for recovery, Anti racism and building inclusive communities, building connected communities, customizing energy solutions for the community, Canada Housing opportunities, Overcoming online harassment of women and elected officials, ending homelessness, caucus meetings and AGM. The leaders of the four parties spoke to the conference, all committed to working with and recognizing municipalities as a level of government.

Misc Events

Date	Synopsis
25 May 21	HCol Conference Check in
27 May 21	HCol Conference
8 Jun 21	VCLA AGM
10 Jun 21	Valley Regional Hospice AGM
16 Jun 21	Restorative Justice AGM
18 Jun 21	Award presentation at 14 Wing -
22 Jun 21	The Flower Cart AGM



KINGS POINT TO POINT TRANSIT SOCIETY

14 Aberdeen Street
PO Box 114
Kentville, NS B4N 3V9
Telephone: (902) 681-2846 Fax: (902) 681-2044
E-mail: info@kppt.ca
www.kppt.ca

Accessible Transportation Service for all Residents of Kings County

June 14, 2021

Town of Kentville
354 Main Street
Kentville, Nova Scotia
B4N 1K6

Attention: Mayor Snow and Members of the Town of Kentville Council:

Dear Mayor Snow and Members of Council:

On behalf of the Board of Directors of Kings Point-to-Point Transit Society, we would like to express a sincere thank you to the Town of Kentville for your continued support of our services.

Your funding support assists KPPT to provide affordable and accessible transportation services to all our residents, and to continue to strive for a healthier, more socially connected community.

Enclosed is a copy of our 2020-21 Financial Statements prepared by mbf Chartered Professional Accountants for your review. Again, this fiscal year a Review Engagement Report was completed. If there are any concerns, please contact me at manager@kppt.ca.

Thank you once again for supporting Kings Point-to-Point Transit Society.

Sincerely,

Faye Brown
Manager

Encl.