



**TOWN OF KENTVILLE  
COUNCIL ADVISORY COMMITTEE**

Meeting Minutes: December 13, 2021  
Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held in Council Chambers at Town Hall. It was livestreamed on Facebook and posted to YouTube with closed captioning after the meeting.

Mayor Sandra Snow called the meeting to order at 6:00 p.m., and Chief Administrative Officer (CAO) Dan Troke reported the following members of Council and staff were present:

**1. PRESENT**

**Council:**

- Mayor Sandra Snow
- Deputy Mayor Cate Savage
- Councillor Craig Gerrard
- Councillor Paula Huntley
- Councillor Cathy Maxwell
- Councillor Gillian Yorke
- Councillor Andrew Zebian
- Dan Troke, Chief Administrative Officer
- James Butler, Kentville Police Service
- Rachel Bedingfield, Director of Parks and Recreation
- David Bell, Director of Engineering
- Jason Bethune, IT Manager
- Debra Crowell, Director of Finance
- Beverley Gentleman, Director of Planning
- Solicitor Geoff Muttart
- Jennifer West, Recording Secretary

**Staff:**

**Guests:**

- Emma Norton – David Suzuki Foundation
- Christianne Hagerman – Kentville Ravine Project
- Pat Norton – Vaccines and Children

**REGRETS**

None.

**DECLARATIONS OF CONFLICT OF INTEREST**

Note: “Points from Discussion” below show comments made by individual councillors during debate. They do not necessarily represent the opinion of the group.

## **2. APPROVAL OF THE AGENDA**

It was moved by Councillor Cathy Maxwell and Councillor Craig Gerrard

**That the agenda for the Council Advisory Committee meeting of December 13, 2021 be approved.**

- Move solicitor advice to In Camera
- Labour issue to In Camera
- Land issue to In Camera
- Addition: Request that the Mayor apologize to people who spoke at the podium at the last meeting.

### **MOTION CARRIED**

## **3. APPROVAL OF THE MINUTES**

(a) Council Advisory Committee, Meeting Minutes, November 8, 2021.

**It was moved that the minutes from the Council Advisory Committee meeting held on November 8, 2021 be approved as presented.**

### **MOTION CARRIED**

## **4. PRESENTATION**

### **(a) David Suzuki Institute – Emma Norton**

Emma Norton, Director of Communications and Atlantic Canada Organizer with the David Suzuki Institute, brought information about budgets and strategic planning for municipal climate action.

*Presentation available for more information*

### **(b) The Kentville Ravine Project – Christianne Hagerman**

Christianne Hagerman with the Friends of the Kentville Ravine group presented information about the Hemlock Woolly Adelgid invasion in the Kentville Ravine and options for management of this invasive species in the park.

*Presentation available for more information*

- Discussion
  - Concerns about bioactive solutions.
  - Questions about reapplication rates.
  - Appreciation to the Ravine working group for their professionalism and expertise.

- What can council do to help? Once the advisory group comes to a plan for addressing this invasive species, they will approach Council for support.
- 

**(c) Pat Norton**

Pat Norton from Kentville provided information to Council about the safety of Covid-19 vaccines for children aged 5-11, and concerns about a vaccine mandate.

*Presentation available for more information*

- Discussion
  - Council explained that the overwhelming evidence is that vaccines are safe and effective for children and adults.
  - Presenter suggested striking a committee of residents and Councillors to consider alternatives to vaccines for children.
  - Council suggested that the presenter respect the history of epidemics and pandemics, for example polio, scarlet fever, diphtheria. Vaccines helped these medical crises.

**5. DEPARTMENT REPORTS AND RECOMMENDATIONS**

**(a) Finance**

**(1) Directors Report**

Director Deb Crowell presented her report for the period ending November 30, 2021. To this date overall revenue exceeds the average at 89%. The overall expenditures are above the benchmark at 70.9%.

*See report for more information.*

**(2) Projection Report**

Director Deb Crowell presented the projection report for the period ending November 30, 2021. In this report, the Town is projecting a surplus position of \$172,600 for the end of the fiscal year due to an equalization grant from the province.

*See report for more information.*

- Discussion
  - How can Councillors determine the total cost of legal costs in the past fiscal year. CAO Troke can group these into categories for Council.

**(3) Sundry Write-offs**

Director Deb Crowell presented the sundry write offs for Recreation and Sanitary Sewer items.

*See report for more information.*

- Discussion
  - Concerns about the size of the sundry amount for recreation services. This is related to unpaid bills for recreation services by the County.
  - Should this amount around \$23000 be reconsidered? Should the Town continue to pursue this amount from the County?
  - The Solicitor interjects that the conversations are not appropriate for resolving this issue. He recommends that the CAO review the legal issues associated with this write off, and that they be brought back to an in-camera session.
  - **The CAO will review this account and bring information back to Council.**

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

**That Council Advisory Committee Recommend**

**That Council approve the write off of the sundry receivables in the amount of \$33,623.12.**

*To be brought forward at the January 31, 2021 meeting of Council*

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

*Councillors who voted against this motion:*

*Maxwell*

**(b) Planning and Development**

**(1) Director’s Report**

Director Bev Gentleman reviewed her report for November 2021. Highlights included a building valuation of \$25,707,425 for the year. The report also included project updates about the Ryan’s Park, Affordable Housing Funding, Miners Landing, Kentville Business Park, and the variance appeal.

*See report for more information.*

- Discussion
  - There may be amendments to the land use bylaw about accessory dwellings to allow for this housing development.
  - Appreciation to the planning department for their efforts to help resolve the housing crisis.
  - Will the tiny homes development be managed by the government or a separate group? The developer will manage the project.

## **(2) Community and Economic Development Report**

CAO Troke tabled this report for November 2021. Highlights included winter marketing, holiday beautification, the public garden and Holly Days. Appreciation to Lindsay Young for her efforts in coordinating the Alan Syliboy mural.

*See report for more information.*

## **(c) Parks and Recreation**

### **(1) Director's Report**

Director Rachel Bedingfield reviewed her report for November 2021. Some of the highlights included programs, the Kentville Ravine, Kentville Plays, Super Happy Active Family Fun Time, roll out of the Moby Mat, accessibility and active transportation. Announcement of the resignation of Facility Manager Kevin Bennett.

*See report for more information.*

- Discussion
  - Appreciation to Kevin Bennett for his many years of service to the Town.

## **(d) Police Report**

### **(1) Chief's Report**

Police Chief Jim Butler reviewed the Police Service report to Council. Highlights included budgeting, training, upgrades and staffing at the jail, energy efficiency upgrades, and a new vehicle purchase.

*See report for more information.*

## **(e) Engineering and Public Works**

### **(1) Director's Report**

Director Dave Bell presented his report for November 2021. Some of the highlights included water connections, road salt deliveries, and bridge upgrades for lighting.

*See report for more information.*

- Discussion
  - Regarding Burke subdivision- the second layer of the pavement will be placed in the spring.
  - The tree lights on the corner of Oakdene and Belcher- staff will look into this.

## **(f) Administration**

### **(1) Chief Administrative Officer's Report**

CAO Troke presented his report for November 2021. Some of the highlights included budgets, policies, E11 service requests, intermunicipal service agreements, the regional greenhouse gas report and work on regional housing crisis by multiple community organizations.

*See report for more information.*

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

**That the reports from the directors be accepted as presented.**

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

**BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS**

(a) Removed from the agenda, added to in camera meeting

**6. CORRESPONDENCE**

**(a) New Horizons Grant – Appreciation**

New Horizons Seniors club wrote to thank the town for their grant which will support programs for seniors in the coming year.

**(b) Minister of Municipal Affairs and Housing**

Notice from the Province that it has established a Code of Conduct Working Group to develop recommendations for a municipal code of conduct and sanctions for breach.

**7. NEW BUSINESS**

**(a) 2022 Council and CAC Meeting Dates**

CAO Troke presented the dates for Council and Council Advisory Committee dates in 2022.

*See report for more information.*

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

**That Council Advisory Committee Recommend**

**That Council approve the proposed calendar of Council and Council Advisory Committee meeting dates and times for 2022.**

*To be brought forward at the January 31, 2022 meeting of Council*

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

## **8. PUBLIC COMMENTS**

### **(a) Patricia Williamson, Kentville Nova Scotia**

- Concerns about the buy back for the Robinson Property.

### **(b) Mark Rogers, Kentville**

- Kentville Ravine's loss of trees represents a significant fire hazard if the tree are lost.
- Concerns about democracy, voices being heard, turning on microphones for public comments, rules of order.

### **(c) Marian Zebian, Kentville**

- Citizens of Kentville have lost faith in Councillors. Council should spend money on issues that are easy to fix, not on legal issues. Concerns about the buy back of the Robinson Property. Concerns about homelessness.

## **9. IN CAMERA**

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

**That Council move into a closed session at 7:52 pm to discuss confidential matters relating to property and personnel.**

### **MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

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

**That Council return to open session at 9:56 pm**

### **MOTION CARRIED**

*Councillors who voted in favour of this motion:*

*Gerrard, Huntley, Savage, Snow, and Yorke*

## **10. ADJOURNMENT**

It was moved by Councillor Paula Huntley

**That Council Advisory Committee adjourn at 9:57 pm**

### **MOTION CARRIED**

