



## TOWN OF KENTVILLE COUNCIL MEETING

### Meeting Minutes: January 31, 2022

Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held virtually over Zoom and was livestreamed on Facebook. The meeting was posted to YouTube with closed captioning after the meeting.

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

#### 1. CALL TO ORDER AND ROLL CALL

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

#### PRESENT

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

Staff in attendance included Chief Administrative Officer Dan Troke, Solicitor Geoff Muttart 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 Gillian Yorke

**That the agenda of January 31, 2022 be approved as presented.**

#### MOTION CARRIED

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

(a) Council meeting held on November 29, 2021.

**It was moved that the minutes of the Council meeting on November 29, 2021 be approved as distributed.**

#### **MOTION CARRIED**

(b) Special Council meeting held on December 13, 2021.

**It was moved that the minutes of the Special Council meeting on December 13, 2021 be approved as distributed.**

#### **MOTION CARRIED**

(c) Special Council meeting held on December 17, 2021.

**It was moved that the minutes of the Special Council meeting on December 17, 2021 be approved as distributed.**

#### **MOTION CARRIED**

### **4. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS**

#### **(a) Intermunicipal Service Agreement Update**

CAO Troke gives an update on the pilot for regional shared services, which will begin after the hiring of an executive for this work.

*Report available for more information.*

- Discussion
  - The job posting was shared regionally and nationally. It is a job posting but also a request for proposals to keep the process open to consulting firms or other companies.
  - The selection committee has not yet been determined.
  - Councillor Zebian states his concern that Council did not have a chance to add anything to the agenda.

### **5. RECOMMENDATIONS AND REPORTS**

#### **(a) Council Advisory Committee Reports**

##### **(1) 2022 Meeting Calendar**

At the December 13, 2021 meeting of Council Advisory Committee, CAO Dan Troke reviewed the 2022 calendar of meeting dates for Council Advisory Committee and Council.

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

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

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

**(2) Sundry Receivables**

At the December 13, 2021 meeting of Council Advisory Committee, Director Deb Crowell presented the sundry write-off for Recreation and Sanitary Sewer items.

*Report available for more information.*

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

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

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

**(3) Capital Withdrawals**

At the January 10, 2022 meeting of Council Advisory Committee, Director Deb Crowell presented a request to withdraw funds from two of the town's capital reserves to support the purchase of a loader vehicle.

*Report available for more information.*

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

**That Council approve the withdrawal of \$125,000 from two town Capital Reserves to partially fund the purchase of transportation equipment.**

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

#### **(4) Land Use Bylaw Amendment**

At the January 10, 2022 meeting of Council Advisory Committee, Director Gentleman described the existing land use bylaw as it pertains to accessory dwelling units, and the need for changes to the maximum size of these buildings.

*Report available for more information.*

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

**That Council approve first reading of the land use bylaw amendment on the matter of auxiliary dwelling units to:**

- **Align the maximum square footage for an auxiliary dwelling unit within a single-family dwelling with the National Building Code, which is 80% of the gross floor space area of the main dwelling up to a maximum of 80 square meters without limitations on the number of bedrooms;**
- **Allow detached auxiliary dwelling units Garden Suites to have a maximum floor area of 80% of the gross floor area of the main dwelling, not to exceed 1000 square feet.**

#### **MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

#### **(5) Property Tax Exemption**

At the January 10, 2022 meeting of Council Advisory Committee, CAO Troke described policy Statement G37F which offers property owners who have suffered a total loss by fire or other circumstance, to request to have their property tax waived. Residents of 16 Redden Avenue have lost their home to a fire and request that their tax be waived from March 2021.

*Report available for more information.*

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

**That Council Advisory Committee direct the CAO to seek a new valuation for the property at 16 Redden Avenue destroyed by fire with the PVSC.**

#### **MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

### **(b) Councillors' and Mayor's Reports**

#### **(1) Councillor Andrew Zebian**

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Mayor Snow received Andrew Zebian's report on his activities over the past month. Councillor Zebian describes his desire for the Town to repair infrastructure, sidewalks, invest in youth, and restore community spirit. He believes that housing should be taken care of by the province and not local government. Councillor Zebian wants to see more support for developers, and to develop honesty and integrity. He has concerns about Council making decisions outside of chambers and wants Council and residents to respect staff. He has concerns about the Chair respecting his views.

*Report available for more information.*

**(2) Councillor Gillian Yorke**

Mayor Snow received Councillor Yorke's report on her activities over the past month. Councillor Yorke wants Council to consider developing a youth advisory committee. She has a lot of respect and enthusiasm for the local robotics and technology team which has won awards at international events. Councillor Yorke strongly believes in environmental projects which support provincial and national environmental targets.

*Report available for more information.*

**(3) Deputy Mayor Cate Savage**

Mayor Snow received Councillor Savage's report on her activities over the past month. Deputy Mayor Savage wants to make housing a priority including small homes and affordable living. She is excited about Miners Landing and Ryan's Park, but she wants to see the Town working with more developers. She wants to see the PACE program (Property Assessed Community Energy) in Kentville to help residents save on energy. She wants to see all aspects of the accessibility plan and active transportation plan applied to the Town.

*Report available for more information.*

**(4) Councillor Cathy Maxwell**

Mayor Snow received Councillor Maxwell's report on her activities over the past month. Councillor Maxwell wants the Town to make the regional recreation facility a priority. She is disappointed that she was not appointed to the selection committee on this issue. Councillor Maxwell is happy to be working on the accessibility committee and the trails committee. She would like to see a solar power project in Memorial Park. Councillor Maxwell wants to see infrastructure projects such as MacDonald Avenue, Chester Avenue, and Klondyke Street. She commits to championing any project that is brought forward in the best interests of the Town.

*Report available for more information.*

**(5) Councillor Paula Huntley**

Mayor Snow received Councillor Huntley's report on her activities over the past month. Councillor Huntley wants to focus on affordable and equitable housing for all. This might include a housing strategy. Housing is important for a variety of reasons and will support growth in the Town in the coming years. She reviewed the goals and strategic plans of regional organizations.

*Report available for more information.*

**(6) Councillor Craig Gerrard**

Mayor Snow received Craig Gerrard's report on his activities over the past month. Councillor Gerrard describes his concerns about zoning and planning. He wants to see the growing demand for housing and developing result in new and creative housing solutions. He is also concerned about maintaining the historical character of historical buildings, and guidelines for future developments so they can be complimentary to the Town. Councillor Gerrard wants to draw innovators to Kentville to make renewable energy a reality. The Town is doing a great job attracting new businesses to Town. Councillor Gerrard wants to re-examine policing and bring innovative ideas to community policing in Kentville and beyond. As other Councillors have expressed, he is also concerned about infrastructure upgrades.

*Report available for more information.*

**(c) Mayor Sandra Snow**

Mayor Snow gave highlights from her report and gave her vision and concerns for the future. Mayor Snow wants to see a planning and advisory committee to help with the future rapid growth of the town. She wants to focus on asset management and infrastructure. Mayor Snow wants the Town to commit to renewing the arena. She believes strongly in the PACE program and wants to incentivize energy efficiency and energy upgrades. Mayor Snow wants to make buildings more efficient to reduce greenhouse gas emissions. She sees the three-tiered approach for economic development as being very effective.

*Report available for more information.*

**RECOMMENDATION TO COUNCIL**

It was moved by Councillor Craig Gerrard and Councillor Paula Huntley

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

**MOTION CARRIED**

**6. NEW BUSINESS**

**(a) Boundary Review**

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CAO Troke reviewed the mandatory review of boundaries and electoral districts across all municipalities and the recommendation that the Town proceed with hiring a consultant to complete this work.

*Report available for more information.*

- Discussion
  - What kind of consultant might be appropriate for this work? First the CAO will review past reviews to see what work was done and who completed the report. There is no specific organization that might complete this but CAO Troke will also consult with other municipalities.
  - Solicitor Muttart indicates that Stantec performed the last review, and that the review is not on the boundary of the Town but of the boundary of electoral districts.

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

**That Council direct the CAO to consult with consultants to collect information for Council on the 2022 municipal boundary review.**

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

**7. CORRESPONDENCE**

(a) None

**8. IN CAMERA – Legal Updates**

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

**That Council move into a closed session at 7:01 pm to discuss confidential matters relating to property.**

**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 Craig Gerrard

**That Council return to open session at 7:51 pm.**

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

**10. ADJOURNMENT**

It was moved by Councillor Craig Gerrard

**That the January 31, 2022 meeting of Council be adjourned at 7:52 p.m.**

**MOTION CARRIED**



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**Approved by CAO and Clerk Dan Troke**