



TOWN OF KENTVILLE COUNCIL

May 30, 2022

AGENDA

6:00 p.m.

1. CALL MEETING TO ORDER AND ROLL CALL

PROCLAMATION – ACCESS AWARENESS WEEK

2. APPROVAL OF THE AGENDA

3. APPROVAL OF THE MINUTES

(a) Council meeting minutes, April 25, 2022

(b) Capital Plan, Council meeting minutes, April 25, 2022

4. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) Second Reading – Huntley Rezoning

(b) Active Transportation Update

5. RECOMMENDATIONS AND REPORTS

(a) Council Advisory Committee – Deputy Mayor Cate Savage

(1) Municipal Boundary Review

(2) Heritage Bylaw

(b) Councillors' and Mayor Reports

(1) Councillor Gerrard

a. Joint Fire Services Committee

b. Valley Waste Resource Management Authority

c. Kings Regional Sewer

(2) Councillor Huntley

a. Kentville Water Commission

b. Kings Transit Authority

c. Kings Point to Point

d. Kings Regional Emergency Management Organization

e. Diversity Kings

f. Partners for Climate Progress

(3) Councillor Maxwell

a. Kentville Inclusion and Accessibility Advisory Committee

b. Board of Police Commissioners

- c. Annapolis Valley Trails Coalition
- d. Student Bursary Selection Committee
- e. Kings County Academy Parent Teacher
- f. Annapolis Valley Regional Library
- (4) Deputy Mayor Savage
 - a. Audit Committee
 - b. Investment Advisory Committee
 - c. Kentville Inclusion and Accessibility Advisory Committee
 - d. Kentville Water Commission
 - e. Source Water Advisory Committee
 - f. Kentville Business Community Board
 - g. Kings Regional Sewer
 - h. Valley Waste Resource Management Authority
 - i. Kings Regional Emergency Management Organization
- (5) Councillor Yorke
 - a. Source Water Advisory Committee
 - b. Board of Police Commissioners
 - c. Multi Purpose Facility Feasibility Study Committee
 - d. Annapolis Valley Regional Library
 - e. Kings County Academy Parent Teacher Association
- (6) Councillor Zebian
 - a. Joint Fire Services
 - b. Kings Transit
 - c. Valley Waste
 - d. Kings Point to Point
 - e. Audit Committee
 - f. Kentville Water Commission
 - g. Diversity Kings
- (c) Mayor Sandra Snow
 - a. Kentville Investment Advisory Committee
 - b. Audit Committee
 - c. Water Commission
 - d. Source Water Protection Advisory Committee
 - e. Valley Regional Enterprise Network, Liaison and Oversight Committee

6. NEW BUSINESS

- (a) Letter to Province from Accessibility Committee Regarding the Kentville Bridge
- (b) Service Exchange Renegotiation and MGA Review (SERMGAR) Committee Survey
- (c) Valley Waste Guarantee Resolution
- (d) Report from Water Commission
- (e) Report from Audit Committee

7. CORRESPONDENCE

- (a) Letters from Cyril White

8. PUBLIC COMMENTS

9. IN CAMERA

- (a) Land Matter

10. ADJOURNMENT

DRAFT



TOWN OF KENTVILLE COUNCIL MEETING

Meeting Minutes: April 25, 2022

Town Hall, 354 Main Street, Kentville Nova Scotia

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

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 6:33 p.m. and 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

Deputy Mayor Savage has a conflict of interest with item 5.a.6.

2. APPROVAL OF THE AGENDA

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

- Addition: 6.d Valley Waste Capital Plan
- Change: In Camera – Not “Personnel”, should be “Contractual and Legal Matter”

That the agenda of April 25, 2022 be approved.

MOTION CARRIED

3. APPROVAL OF THE MINUTES

- (a) Council meeting held on March 28, 2022

DRAFT

It was moved that the minutes of the Council meeting on March 28, 2022 be approved as distributed.

MOTION CARRIED

(b) Special Council meeting held on April 11, 2022

It was moved that the minutes of the Special Council meeting on April 11, 2022 be approved as distributed.

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) None.

5. RECOMMENDATIONS AND REPORTS

(a) **Council Advisory Committee Reports**

(1) Withdrawal #3 from Capital Reserves

At the April 11, 2022 meeting of Council Advisory Committee, Director Deb Crowell submitted the request to withdraw \$5,833.68 from the Capital Reserves – General Allocation for equipment for the Kentville Police Service.

Report available for more information.

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

That Council withdraw \$5,833.68 from the Town of Kentville Capital Reserve – General Allocation to partially fund the budgeted 2021-2022 projects as detailed in the attached report.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(2) Withdrawal from Capital Reserves

At the April 11, 2022 meeting of Council Advisory Committee, Director Deb Crowell submitted the request for a withdraw from capital reserves in the amount of \$88,642.67 for costs associated with the Kentville Bridge.

Report available for more information.

It was moved by Councillor Cathy Maxwell and Councillor Paula Huntley

That Council approve withdrawal \$88,642.67 from the Town of Kentville Capital Reserves to satisfy Nova Scotia Transportation and Infrastructure Renewal Agreement 2016-004 between the Town of Kentville and Province of Nova Scotia Transportation and Infrastructure Renewal regarding the street approaches to the recently constructed Kentville Bridge.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(3) Withdrawal from Sanitary Sewer Area Service

At the April 11, 2022 meeting of Council Advisory Committee, Director Deb Crowell submitted the request for a withdrawal from the Sanitary Sewer Depreciation Reserve to fund two projects which were over budget – the arena pumping station and the Burke subdivision sanitary sewer.

Report available for more information.

It was moved by Councillor Cathy Maxwell and Councillor Gillian Yorke

That Council withdraw \$44,764.97 from the Sanitary Sewer Area Service Depreciation Reserve to partially fund the budgeted capital acquisition completed in 2021-2022.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(4) Rezoning in the Commercial C1 Zone

At the April 11, 2022 meeting of Council Advisory Committee, Director Gentleman presented the planning report regarding a rezoning application at 294 and 288 Main Street, the Sand and Sea Dive Shop, and part of the adjacent Town-owned park. The applicant requests a change from Commercial C1 to Residential R2, to revert to a residential dwelling. The public hearing associated with this amendment will be held on May 30, 2022.

Report available for more information.

It was moved by Councillor Cathy Maxwell and Councillor Andrew Zebian

That Council hold first reading to amend Appendix A, Zoning Map of the Land Use By-law of the Town of Kentville to rezone PID's 55260400 and 55246813 from General Commercial (C-1) to One- and Two-Unit Dwelling (R-2) And further to hold a public hearing on the matter on Monday May 30, 2022 at 5:00 p.m.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(5) Investing in Canada Infrastructure Program

At the April 11, 2022 meeting of Council Advisory Committee, CAO Troke described the grant application to support the Donald Hiltz extension project, and the requirement for a Council Resolution relating to this grant.

Report available for more information.

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

That Council approve the resolution for staff to submit the project titled “Completion of the Donald E. Hiltz Connector Road” for funding through the Investing in Canada Infrastructure Program – Green: Environmental Quality stream; and further

That Council support the project and commits to provide its share, \$2,595,655, toward the \$9,732,488 project cost.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

Deputy Mayor Cate Savage steps away from her seat at 6:49 p.m. due to a conflict of interest with the next item.

(6) Sale Amendment – Video World

At the April 11, 2022 meeting of Council Advisory Committee, CAO Troke described the request by Video World to amend their purchase and sale agreement to allow for a smaller building on the lot. Video World bought the lot last year with the intent to construct an 8000 square foot structure. Due to building material cost increases, want to build a warehouse that is 5000 square feet.

Report available for more information.

It was moved by Councillor Cathy Maxwell and Councillor Paula Huntley

That Council revise the building size from 8000 square feet to 5000 square feet.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

Deputy Mayor Savage returns to her seat at 6:51 p.m.

(b) Councillors' and Mayor's Reports

Reports were received and are part of the meeting record.

(1) Councillor Craig Gerrard

Highlights included Valley Waste management updates, and the extended producer responsibility program which is beginning soon.

Report available for more information.

(2) Councillor Paula Huntley

Highlights included working group update with Intermunicipal Service Agreements, public forum at the Main Street ballroom, budget meetings, Annapolis Valley Chamber of Commerce and Kings Point to Point Transit.

Report available for more information.

(3) Councillor Cathy Maxwell

Highlights included Annapolis Valley Trails Coalition meeting, Chief Administrative Officer evaluation, treatment of infestation in Kentville Ravine, and the public forum at Main Street Ballroom, recovery and disaster plan for trails along the Harvest Moon Trail, Accessibility Committee, street naming and renaming task team, Roberts Rules of Order session.

Report available for more information.

(4) Deputy Mayor Cate Savage

Highlights included regional sewer committee, Roberts Rules of Order workshop, public forum, and the CAO evaluation.

Report available for more information.

(5) Councillor Gillian Yorke

Highlights included Parent Teacher Association, Spring Fling, Annapolis Valley Regional Library meeting, Easter egg hunts in Kentville, Kentville Home Show, Roberts Rules of Order workshop, and the Hike for Hospice.

Report available for more information.

(6) Councillor Andrew Zebian

Statement about citizens' concerns the Robinson Property, and letters of correspondence from residents.

DRAFT

Report available for more information.

(c) Mayor Sandra Snow

Update on operational matters by CAO Dan Troke.

The mayor reported that highlights from her activities this month included an FCM Building Roadmap grant workshop, investment advisory committee, Valley Regional Enterprise Network Liaison and Oversight Committee, and her annual gift statement.

Report available for more information.

6. NEW BUSINESS

(a) 2022-2023 Town of Kentville Operating Budget

Mayor Snow reviews the budget meeting and updates.

Report available for more information.

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

That Council approve the Town of Kentville 2022-2023 Operating Budget in the amount of \$14,550,600

And further that there is no tax rate increase

The residential rate will remain at \$1.53 ³/₄

The commercial rate will remain at \$3.51 ²/₅

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) 2022-2023 Town of Kentville Capital Plan

Mayor Snow reviews the Capital Budget from the Special Council meeting which preceded this Council meeting.

Report available for more information.

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

That Council approve the Town of Kentville 2022-2023 Capital Budget in the amount of \$4,544,600 including the funding sources and further

That Council approve the future years 2023-2024 to 2026-2027

2023-2024 \$2,756,300

2024-2025 \$2,396,700

2025-2026 \$2,058,300

DRAFT

2026-2027 \$2,530,000

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(c) Request for Decision – Kentville Heritage Bylaw

Councillor Cathy Maxwell describes the importance of heritage buildings in the Town and the need for a bylaw. The sale of the Main Street Station and associated buildings of heritage value is concerning to many citizens. Council requests that staff find examples from other municipalities and investigate issues of education, private ownership, energy efficiency and accessibility.

Report available for more information.

(d) Valley Waste 2022-2023 Capital Plan

CAO Troke gives a review of year 1 of a 10-year capital plan. The recommendation is to reject this request but to consider requests on a case-by-case basis.

Report available for more information.

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

That Council reject the request for capital funding by Valley Waste Resource Management to fund year 1 of a 10-year capital replacement based on past and current Town of Kentville financial practices and procedures.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

7. CORRESPONDENCE

(a) Marcia McNeil (email)

Concerns about Robinson property.

8. PUBLIC COMMENTS

(a) None.

9. IN CAMERA – Contractual and Legal Matter

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

That Council move into a closed session at 7:46 pm to discuss confidential contractual and legal matters.

MOTION CARRIED

DRAFT

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

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

That Council return to open session at 8:40 pm.

MOTION CARRIED

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

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

That Council direct the CAO to carry out actions set forth in the in camera session.

MOTION CARRIED

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

10. ADJOURNMENT

The April 25, 2022 meeting of Council adjourned at 8:41 p.m.

MOTION CARRIED

Approved by CAO and Clerk Dan Troke



**TOWN OF KENTVILLE
SPECIAL MEETING OF COUNCIL
Meeting Minutes: April 25, 2022
Town Hall, 354 Main Street, Kentville Nova Scotia**

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

Mayor Sandra Snow called the meeting to order at 5:00 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

Staff:

- Dan Troke, Chief Administrative Officer
- Rachel Bedingfield, Director of Parks and Recreation
- David Bell, Director of Engineering
- Debra Crowell, Director of Finance
- Beverly Gentleman, Director of Planning
- Jennifer West, Recording Secretary

REGRETS

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

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 PH and seconded by GY

That the agenda for the Special Council meeting of April 25, 2022 be approved.

MOTION CARRIED

3. BUDGET PRESENTATIONS

(a) 2022-2023 Capital Plan

Director Crowell presented the proposed 2022-2023 Town of Kentville Capital Plan. A second meeting to review and approve this budget could not be found for everyone's schedules. The Chair encourages members to vote on this tonight.

RECOMMENDATION TO COUNCIL

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

That Council approve the 2022-2023 Capital Budget in the amount of \$4,544,600, including the funding sources, and further

That Council approve the future years from 2023-2024 to 2026-2027 as follows

2023-2024 \$2,756,300

2024-2025 \$2,396,700

2025-2026 \$2,580,300

2026-2027 \$2,530,000

MOTION CARRIED

Councillors who voted in favour of this motion:

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

4. ADJOURNMENT

That the April 25, 2022 Special Meeting of Council be adjourned at 6:30 p.m.

MOTION CARRIED



COUNCIL ADVISORY COMMITTEE

Recommendation to Council

Municipal Boundary Review

At the May 9, 2022 meeting of Council Advisory Committee, CAO Troke described the municipal boundary review and laid out plans to meet these provincial requirements using existing staff.

Council Advisory Committee recommends

That staff coordinate the 2022 Municipal Boundary Review process and bring a report to Council at the October 2022 meeting of Council Advisory Committee.

May 30, 2022

This recommendation is based on discussion and or reports which are attached.

TO: Council

SUBMITTED BY: Dan Troke, Chief Administrative Officer

DATE: May 9, 2022

SUBJECT: Council Size and Municipal Electoral Boundary Review Process

ORIGIN

Every 8 years, in accordance with the Municipal Government Act, municipalities are required to review their electoral boundaries and size of Council. All municipalities in Nova Scotia do these reviews in the same year. Council's recommendation to maintain status quo or to initiate a change to the size of Council, will be examined by the Nova Scotia Utility and Review Board (UARB) who will confirm or deny the recommendation.

BACKGROUND

The last review in Kentville was completed in 2014 and was completed by staff in Town Hall.

Boundary Review

In 2014, the Town of Kentville applied to the UARB to maintain the number and boundaries of the polling districts because "it was not a financial nor a political priority to expand Kentville boundaries to include populated areas on its borders".

Size of Council Review

In the 2014 review, the Town of Kentville suggested that the number of elected officials should remain the same for the following reasons:

- The current number provides opportunities for diversity.
- The current number provides sufficient attention to council-related committee work.
- Additional project and committees can be added to current council workload as required.
- The Town can afford the current number of council members (6+Mayor).

Public Engagement

Public engagement is an important aspect of this review process and weighed heavily by the UARB in their review and approval. At the 2014 review, the following methods were used to gather feedback from residents using an online survey:

- Posters in Town Hall
- Notices in the local newspapers
- Notices on social media platforms
- Information page on the town website
- Notice in the Town newsletter
- Reports to Council at several meetings of Council and Council Advisory Committee
- Mention of the review on local radio discussions with staff

Results

The UARB found the Town's public engagement for this review to be organized, thorough and well-advertised. The survey collected 30 responses with the following results:

- 63% supported keeping 6 Councillors
- 34% supported removing 2 Councillors
- 3% supported an increase by 2 Councillors

At their October 2014 meeting, Council voted to maintain the status quo of 6 elected official (plus Mayor).

DISCUSSION

Staff have reviewed the activities of the previous review and have consulted with other municipalities about how they will approach the 2022 Review. Across the province, municipalities of all sizes and types are choosing both options – consultants and existing staff – to perform this review. The Municipality of the County of Kings is engaging a consultant to manage their review. The Town of Wolfville and East Hants are both using existing staff to manage their review.

This review can be done in Kentville effectively and professionally by existing staff and the communications team. Staff have the capacity to do public engagement around this review from June to August 2022 through multiple platforms. Updates on this review will be provided at Council Advisory Committee meetings and a final report will be provided at the October meeting of CAC.

POLICY IMPLICATIONS

None.

BUDGET IMPLICATION

None. Staff can coordinate this review with no additional budget implications.

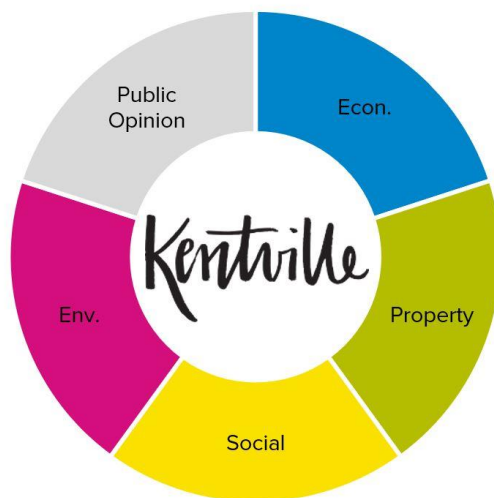
ATTACHMENTS

2014 UARB Report on Kentville Size of Council

RECOMMENDATION

That staff coordinate the 2022 Municipal Boundary Review process and bring a report to Council at the October 2022 meeting of Council Advisory Committee.

Town of Kentville Decision Wheel:





COUNCIL ADVISORY COMMITTEE

Recommendation to Council

Heritage Bylaw

At the May 9, 2022 meeting of Council Advisory Committee, Director Gentleman reviewed current practices around protecting heritage buildings and gave recommendations for a voluntary heritage bylaw in Kentville.

Council Advisory Committee recommends

That Council direct the CAO to pursue drafting a Heritage Bylaw for review by Council.

May 30, 2022

This recommendation is based on discussion and or reports which are attached.



TO: Council Advisory Committee (CAC)

SUBMITTED BY: Dan Troke, Chief Administrative Officer (CAO)

DATE: May 30, 2022

SUBJECT: Briefing Note: Heritage By-Law

ORIGIN

At the April 25, 2022, Council meeting direction was provided to the CAO regarding some consideration to create a Heritage by law for the Town of Kentville. The direction was to consider only businesses (Commercial Core) and not to include private citizens houses.

BACKGROUND

Section 172 of the Municipal Government Act (MGA) gives municipalities the power to establish by laws. In addition, the Province, has the Heritage Property Act. The Act provides for the identification, preservation and protection of heritage property. Within the Acts definitions, “municipal heritage property” means a building, public-building interior, streetscape, cultural landscape or are registered in a municipal registry of heritage property. The province has an advisory committee and a scoring mechanism to determine if a building is considered “heritage”.

In establishing a heritage by law, several items need to be considered:

1. Is the heritage designation voluntary (for the owner to participate or apply) or mandatory driven by a council decision?
2. Will an advisory committee be established?
 - a. If so, consideration of a committee structure and skillsets,
 - b. a scoring mechanism to consider heritage properties will be needed,
3. A formal registry will be established,
4. Mechanism to appeal,
5. Mechanism to deregister, (if a fire occurs, alterations change the status of the building etc.)
6. Will financial support for operations or building upgrades be considered?
7. Review mechanism for alterations or changes will be required for properties that are registered but requiring exterior change.

RECOMMENDATION

Council considers the following items with regards to the proposed Heritage by law:

1. Voluntary versus mandatory,
2. Committee structure and needs,
3. Financial consideration.

Direction will assist with drafting a Heritage by law for councils’ future consideration.



COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Craig Gerrard

Date: May 29, 2022

Date of Last Council Meeting Attended: April 25, 2022

Date of Last Council Advisory Meeting Attended: May 9, 2022

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
May 18, 2022	VWRM	Updates Letter requesting financial support for beach waste / community clean-ups <ul style="list-style-type: none"> - Equipment lease with Scotia Recycling of foam polystyrene densifier - Status of Capital and Operating budgets 2022-2023 - TBR Capital budget Kentville share 10.23% or \$215,352 - Considering switching from roll off truck to front attachments for the loaders

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
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COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Conference Attendance and Synopsis

Date	Conference	Synopsis

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

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Paula Huntley

Date: May 30/22

Date of Last Council Meeting Attended: April 25 /22

Date of Last Council Advisory Meeting Attended: May 09/22

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
April 25/22	Kings REMO/ Dan Stovel	Updated Membership -Councillor Huntley replacing Mayor Sandra Snow for TOK. Presentations on -Wind rain flash freeze events, Pandemic updates, Wildfire Season update (mar 15-Oct 15) Hurricane season, Amateur Radio group equipment installation update, comfort centers database updated, upcoming training, Events & mgmt. of spontaneous volunteers.
April 25/22	Special meeting	Review & Approval of Capital Budget
May 18/22	KPPT Louie Millet/zoom	Not in attendance for zoom as the bldgs. internet was down *AGM meeting coming up June 15 th /22
May 25/22	Kings Transit	Notes below



COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
May 1/22	Hike for Hospice visit	
May 7/22	Lions Breakfast	

Conference Attendance and Synopsis

Date	Conference	Synopsis
May 5/22	NSFM Spring Conference	Unleashing your greatness-Buhle Dlamini guest speaker. Honorable John Lohr- minister of Municipal Affairs & Housing: discussion on Non -resident taxes, municipal success stories & PR Hive presentation on social media channel usage for elected officials. Also strategies for developing mutual understanding with peers & constituents.
May 6/22	NSFM Conference	Diversity & Inclusivity in Municipalities – 3 presenters, discussions on NSFM organizational changes (a vote will take place June 9 th in a special meeting) last day wrap up was approx. 1pm



COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

May 4/22	NSFM Conference	Arrival- registration & regional,rural & town caucus meetings- few discussions included were rcmp policing, non-resident taxes and new possible organizational changes of NSFM

COMMITTEE MEETING SYNOPSIS – COMPLETED BY COMMITTEE REPRESENTATIVE ONLY

Detail	Synopsis		
Committee Name	Kings Transit	Meeting Date:	May 25/22
Meeting Highlights	<p>General Managers report-Garage & fuel prices (drainage issues at garage & every 3 months needing work,\$1000 every time so an engineer assessed the job free of charge for us and an RFP has been sent out to the public. Fuel cost for core was \$33,282.09 in diesel by end of April 2022,fuel costs were budgeted to be up by 20% but that has been insufficient.</p> <p>19 work orders for repairs to our vehicles, the 4 donated buses donated from Hfx transit are still being worked on.</p> <p>Revenue is up 23%</p>		
Budget:			
New Projects:	A coop student from NSCC is working in the shop		
Policy Changes:			
	OTHER LEARNINGS/COMMUNICATION		
April 25/22	NSFM Meeting		
May 3/22	Guide: Climate action in small & rural communities		

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

May 3/22	Role of Municipalities in Economic Development
May 12/22	Atlantic climate caucus meeting-Municipalities owned Utilities
May/22	Study of climate change on critical Infrastructure
May /22	Meeting with Mentoring plus Strategy coordinator
May 9/22	The role that building code officials play in Municipal Governance
May 12/22	Atlantic Climate Caucus meeting
May 16/22	Active Transportation walk to visually review new plan with Comms team member & Mayor
May 13/22	Meeting with CAO re: Housing discussion
May 9-May 25/22	Communication from residents on numerous topics- wooded area blocked off across from KCA, fire hydrant on fielding, groups stopping traffic by the VIC with no masks, & bldgs. in our communities not equipped for disability needs.
May 25/22	Valley REN grand opening visit/celebrations (Valley Hub bldg.)
May 19/22	Visit to Dalhousie Family Medicine Program -Site Administrator



COUNCILOR REPORT
KENTVILLE TOWN COUNCIL

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COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Cathy Maxwell

Date:

Date of Last Council Meeting Attended: April 25/22

Date of Last Council Advisory Meeting Attended: May 9/22

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
April 25/22	Capital Budget Meeting	We went over the Capital Budget
April 29/22	Police Commission	See attached report
May 13/22	Inclusion and Accessibility Committee meeting	See the attached report
May 20/22	Police Commission Meeting	See attached report

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
April 27/22	Kentville HWA Meeting	Ravine update was given. Initial work has taken place – removal and collection of surface waste. Final assessment report will be in soon. 2 smudging’s have taken place and a planning meeting with indigenous people. Looked at the Gorge survey results, and 2 possible treatment costs were looked at. Interesting to note that the town will be NS leaders in this endeavor. People who want to donate to the treatment of the hemlocks in the Ravine and gorge can do so by using the Blomidon Naturalists Society website. The

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

		USA has been trying to protect their hemlocks much earlier than here and when asked what they would do differently the response was “we would save more trees early on” This group continues to work on best practice for our Ravine and Gorge hemlocks.
May 1/22	HWA Detection Day	A wonderful turnout for this event. We learned what to look for to detect the HWA beetle and then went into a section of the Gorge to see if we could detect HWA. Our group did not find any, however an earlier group found it in another section of the Gorge.
May 17/22	Kentville Heritage Opening Day and VON Celebration	Another wonderful event put on by the Kentville heritage society to celebrate this season’s opening and to open their display celebrating 100 years of the Von in Kings County. Great turnout and an excellent display on the history of the VON.

COMMITTEE MEETING SYNOPSIS – COMPLETED BY COMMITTEE REPRESENTATIVE ONLY

Detail	Synopsis		
Committee Name- Police Commission	Discussed Criminal Record checks and a proposal will come forward concerning who has to pay for them and who doesn't. Discussed the Freedom Rally and the process that was followed in regard to complaints that were received. Crosswalk flags were a	Meeting Date:	April 29

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

	topic of discussion, and the police service is organizing for the Apple Blossom Festival.		
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COMMITTEE MEETING SYNOPSIS – COMPLETED BY COMMITTEE REPRESENTATIVE ONLY

Detail	Synopsis		
<p>Committee Name- Inclusion and Accessibility Meeting</p>	<ul style="list-style-type: none"> - Wonderful presentation by Mary Swetman and Jackie Oncescu on their research project which looks at rural single mums in a recreation context. What do they need to be able to access recreation services? A town hall update was given, and we learned Dalhousie University is helping us come up with a matrix to help us measure/assess our plan. Grants for accessibility are hard to come by now however all indications point to this changing in the near future. Craig Langille our facilities manager is also working with Dal to develop an allocation policy to help with allocating time in our rec facilities, keeping in mind inclusion, equity and 	<p>Meeting Date:</p>	<p>May 13/22</p>

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

	<p>diversity. Ex: Bocce Ball in the rink during the summer. We are partnering with Sport NS to pilot 1 person to program for Equity, Diversity, Inclusion and Accessibility.</p>		
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COMMITTEE MEETING SYNOPSIS – COMPLETED BY COMMITTEE REPRESENTATIVE ONLY

Detail	Synopsis		
<p>Committee Name- Police Commission</p>	<p>I arrived late to this meeting due to a calendar issue. An employee and retirement BBQ is being planned by the Chief with more details to follow. The force is ready for Apple Blossom. Speeding was discussed as it is occurring in many locations through the town. Possible solutions were looked at including issuing more tickets. Our force is at full strength with 2 new hires: Angela Morrison and John Terriault. Ken Reade Jr. is the Community Liaison officer and Ashley Ettinger is the Community Crisis Navigator. There are many officers in new roles and the force seems very enthused. We also discussed the role of the RCMP in NS and the future of policing in the province.</p>	<p>Meeting Date:</p>	<p>May 20/22</p>

COUNCILOR REPORT
KENTVILLE TOWN COUNCIL

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Cate Savage

Date: May 24th

Date of Last Council Meeting Attended: April 25th

Date of Last Council Advisory Meeting Attended: May 9th

COMMITTEE MEETING ATTENDANCE AND SYNOPSIS

	Committee	Synopsis
April 20 th	IAC	<p>YTD money weighted net = .227% measured against the indices balanced income CAN - 3.8% (negative)</p> <p>The portfolio is still north of 4 million.</p> <p>The markets have 2 major things working against them – the war in Ukraine and the shut down in China due to COVID.</p> <p>We have moved some funds into 3 managed funds and the yields are as expected.</p>
April 20 th	KBC	<p>Minutes available upon request</p> <p>Reports received and they continue to make a great impact on the town of Kentville business and surrounding community.</p> <p>Minutes attached.</p>
April 25 th	REMO	<p>Presentations as follows –</p> <ul style="list-style-type: none"> Wind rain events Wildfire preparedness readiness REMO Social Media Comfort centers <p>**Please keep pushing the REMO FB site and</p>
April 27 th	SWP and KWC	<p>SWP – Well field updates / Water report /</p> <p>Review of the Source Water Protection Plan</p>

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

		KWC – Reviewed operating revenue and expenditures along with the engineers report
May 13 th	Inclusion and Access Advisory Committee	<p>Excellent presentations from Jackie Oncescu and Mary Sweatnam – Aligning Kentvilles accessibility plan and municipal recreation role in supporting rural low income families research program.</p> <ul style="list-style-type: none"> - Marginalized citizens - 29 low income mothers <p>Many great learnings came out of this topic..I’m learning so very much and wish to share a few things(expand in CAC)</p>
May 18 th	IAC	Report from IA – still north of 13 million Money weighted 2.6% (negative) vrs balanced income CAD 7.56% (negative)
May 18 th	Audit Committee Meeting	Introduction and explanation of what to expect from our upcoming audit and further to bring forward a name to council to replace a vacant position on the committee – the audit commences May 24 th

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

TOWN OF KENTVILLE EVENT ATTENDANCE AND SYNOPSIS

Date	Event/Conference	Synopsis

MISC EVENTS

April 25 th	NSFM Regional Meeting

EXPENSES

This month	Year to Date

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Gillian Yorke

Date: May 30th, 2022

Date of Last Council Meeting Attended: April 25th, 2022

Date of Last Council Advisory Meeting Attended: May 9th, 2022

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
May 17 th , 2022	KCA PTA	Spring Fling and succession planning
May 20 th , 2022	Police Commission	ABF Preparedness, traffic concerns, bylaw editing

Town of Kentville Event Attendance and Synopsis

Date	Event/Conference	Synopsis
May 2 nd , 2022	Community Garden	Met at Oakdene with Lydia to discuss the future of community gardening

Misc Events

Date	Synopsis
May 7 th , 2022	NKEC Safe Grad pancake breakfast
May 17 th , 2022	Meeting with Forest Hill Resident discussing traffic and ABF concerns
May 25 th , 2022	Valley Business HUB grand opening
May 25 th , 2022	KBC Events Committee ABF meeting
May 26 th , 2022	Bryan Gibson mural unveiling

Expenses

This month	Year to Date
n/a	



Councilor Report

Kentville Town Council

Name: Conucilor Andrew Zebian

Date:

May 23rd 2022

Date of Last Council Meeting Attended:

April 25th 2022

Date of Last Council Advisory Meeting Attended:

May 9th 2022

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
May 2nd	Diversity Kings	
May 19 th	Audit Committee	Discussion on the process of the Audit and appointing a Citizen to join the Committee.

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
May 17 th /2022	Opening of Kentville Heritage Centre	This was a great day and I was so pleased to spend some time with the wonderful volunteers who keep this centre running. There was also a special presentation for the VON. The VON was established in Kentville in 1925!

Conference Attendance and Synopsis

Date	Conference	Synopsis

Councilor Report

Kentville Town Council

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Committee Meeting Synopsis – Completed by Committee Representative only

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

Many calls and visits from Citizens and the Business Community wondering how and what the new active transportation route will look like Downtown. They are looking for more information. I have told them that more should be available soon.

I've had correspondence on the noise bylaw from a few concerned citizens.

Councilor Report

Kentville Town Council

Name: Sandra Snow

Date: 25 May 2022

Date of Last Council Meeting Attended: 25 April 2022

Date of Last Council Advisory Meeting Attended: 9 May 2022

Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
25 Apr 22	MFC Board	Spring Debenture Approval Meeting
25 Apr 22	NSFM	Valley Regional Meeting - Zoom
25 Apr 22	Capital Investment Plan	Council briefed on the 2022-23 Capital Investment plan and the following four years. 2022/23 - \$4,544,600
25 Apr 22	Council Meeting	Annual withdrawals from reserves Rezoning from C1 to R2 ICIP motion Video World sale amendment Budget approval RFD Heritage Valley Waste Reports.
27 Apr 22	Quality of Life	Meeting to determine dates for next meeting of the Valley Leadership Team with Engage NS.
27 Apr 22	NSFM Mayors, CAO and Warden	Meeting to discuss the Provincial property and deed transfer tax
27 Apr 22	Source Water Protection Advisory Committee	See below
27 Apr 22	Kentville Water Commission	See below
27 Apr 22	Kentville Water Commission – Budget Meeting	See below
29 Apr 22	NSFM Board Meeting	Special Meeting of the Nova Scotia Federation of Municipalities Post Meeting Discussion - MWC meeting on Non-Resident Property Tax

Councilor Report

Kentville Town Council

1 May 22	IMSA Hiring Committee	Review of the RFP submissions
4 May 22	NSFM Board Meeting	Preparation for structural changes
4 May 22	NSFM Town Caucus Meeting	Issues of the Day Presentation by Canoe
6 May 22	IMSA Hiring Committee	Evaluation of RFP submission and one-on-one discussion
9 May 22	CAC Meeting	Municipal Boundary – election RFD-Noise bylaw -heritage Bylaw -Youth Committee -Planning for Sustainability Advisory Committee High gate plow report PACE update
12 May 22	Valley REAP Team	Working meeting to prepare documentation for grant
13 May 22	IMSA Working Group	Review of REN IMSA proposal
18 May 22	Investment Committee	Fund at 18 Apr 22 \$14,149,480 Fund at 18 May 22 \$13,811,510
18 May 22	REAP – PPI Meeting	Drafting the Policies and Procedures for the Valley Must Win Battle
18 May 22	TOK Audit Committee	See below
18 May 22	Kings REMO	Signing of agreement (x7)
18 May 22	VREN LOC Meeting	LOC Business - Budget IMSA Working Group Update- CAO Boyd Plans for Valley REN/Provincial Officials meeting on the REN Review /Discussion of "REN LOC Members Handbook" Discussion of Development to fill and identified Gaps Valley REN Operations and Activity Update - Ms. Tufts Board of Directors Chair Update -Mr. Dixon

Councilor Report

Kentville Town Council

19 May 22	Regional Sewer Committee	Operations and compliance Operational and Capital Budget update Partner Updates
19 May 22	VREN Regional Economic Recovery	Update from Municipal officials, Develop NS and NSBI

Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
16 May 22	AT Walkabout	Walked the planned connection between the East and West part of the Harvest Moon trail through Kentville

Conference Attendance and Synopsis

Date	Conference	Synopsis
4-6 May 22	NSFM Spring Conference	Held at White Point Resort, 119 attendees, excellent conference, keynote speaker was Bulhe Dlamini from Pictou County, DMA presentation Minister John Lohr, Municipal Success Stories – Landfill little Forks, Climate Action in New Glasgow. Mutual Understanding, Social Media. Diversity and inclusivity in municipalities.

Committee Meeting Synopsis – Completed by Committee Representative only

Detail	Synopsis		
Committee Name	Source Water Protection	Meeting Date:	27 Apr 22
Meeting Highlights:	Well Field Reports – David Bell Water Report – David Bell Planning Reports – Director Gentleman Review of Source Water Protection Plan		
Budget:	N/A		
New Projects:	N/A		
Policy Changes:	On-going use of Magee Lake for non-motorized crafts and swimming		
Committee Name	Water Commission	Meeting Date:	27 Apr 22

Councilor Report

Kentville Town Council

Meeting Highlights:	Operational Updates: Financial Engineering Update		
Budget:	Budget - as per update to council		
New Projects:	New wells and holding talks		
Policy Changes:	No changes		
Committee Name	Audit Committee	Meeting Date:	18 May 22
Meeting Highlights:	Pre-audit brief by auditor Andy Forse Completion of term by Peter Rainforth – new member required Report to Council		
Budget:	N/A		
New Projects:	N/A		
Policy Changes:	N/A		

Misc Events

Date	Synopsis
29 Apr 22	Presentation to the RCAF Basic Military Qualification Course at Aldershot – Women in the CAF
25-28 May 22	Honorary Colonel's conference in Winnipeg



DATE

tpwpaff@novascotia.ca

Nova Scotia Department of Infrastructure and Renewal

P.O. Box 186

Halifax, Nova Scotia

B3J 2N2

Re: Kentville Bridge

To Whom it May Concern,

As Chairperson of the Kentville Inclusion and Accessibility Advisory Committee, I am writing this letter to bring awareness to an issue that effects the safety and accessibility of the citizens of Kentville and others in this province. In October of 2020 the province finished construction on the bridge spanning the Jijuktu'kwejk (Cornwallis) river, while the new bridge is a welcome addition to our community, several concerned citizen and community advocates have brought attention to issues surrounding accessibility and safety.

The Town of Kentville is committed to improving accessibility throughout our Town. In February of 2019 we launched our accessibility committee with a mandate to develop an accessibility plan for the Town, which Council approved in May of 2021. A new committee was formed in November of 2021 with a goal to implement this action plan. In our first five months, we are proud to share that we have made progress on many of the highest priority actions in the Accessibility Plan.

As the bridge is provincially owned and operated, we are unable to implement the changes brought forward by our concerned citizens, this however presents an opportunity for our two governments to work in tandem to address these issues, and work towards the provinces goal of being fully accessible by 2030.



The main concerns brought forward to our committee have been:

- 1). There is no lighting on the bridge - a distance of 140 feet or 42.6 meters. This makes it very difficult & unsafe to manoeuvre across the bridge in the early morning and dark hours of the day.
- 2). The sidewalks were created quite narrow resulting in pedestrians not being able to pass another pedestrian who may be using strollers, scooters, or other mobility items. Pedestrians who wish to pass another pedestrian while on the bridge are forced off of the bridge and into the roadway or bike lane posing an extreme danger to the active transportation user.

As you are aware the Province of Nova Scotia adopted their Accessibility Act with the goal of achieving a barrier free province by 2030. One of the provinces commitments in the 2018-2021 plan was to

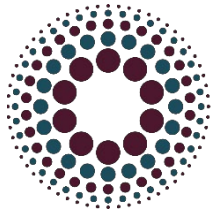
- conducting a review of government-owned and leased spaces to determine accessibility issues and priorities, and to develop an action plan to make them accessible by 2030

We are kindly requesting your departments assistance in helping us provide solutions to the afore mentioned issues in an effort to meet our Town & our provinces goal of making this newly replaced bridge an accessible, safe, and vital active transportation link for all those who may use it.

We appreciate your taking the time to explore solutions to these issues.

Spencer Laing

Chair, Kentville Inclusion and Access Advisory Committee



**NOVA SCOTIA
FEDERATION OF
MUNICIPALITIES**

Membership Survey to Support the Service Exchange Renegotiation and MGA Review Committee

Purpose of this survey:

As Nova Scotia municipalities head into the renegotiation of the Service Exchange Agreement, it is important to take stock of their needs and aspirations to better serve their constituents. The Province is also reviewing the Municipal Government Act (MGA) and Halifax Regional Municipality Charter (HRMC) and it is important for NSFM to collectively envision an MGA/HRMC that helps municipalities confront modern challenges. This survey will help to develop an in-depth understanding of the problems and opportunities that should be addressed in these two importance processes.

This survey includes 20 questions and is organized into four sections. The first section focuses on service exchange, the second section focuses on the MGA/HRMC, the third section focuses on municipal revenue. The survey ends with questions about special considerations that your municipal unit requires and final comments.

Please note, this information is collected for internal use only. Survey responses will only be reported in aggregate form. Information that identifies specific municipalities will not be released.

If you have any questions, please contact info@nsfm.ca.

Q1: What is the name of your municipality?

(Dropdown menu)

Questions related to the Service Exchange Agreement Renegotiation

In 1994, the Provincial-Municipal Service Exchange Agreement reallocated responsibilities and restructured the fiscal framework. The objectives of the Service Exchange Agreement were 1) to create strong, financially viable local governments, 2) to develop a clearer, fairer, provincial-municipal partnership, and 3) to rationalize service provision.

Information for Q2 and Q3:

Under the Service Exchange Agreement, the provincial government took responsibility for:

- Social Services and Child Welfare
- Public Health and Long-term Care

This PDF copy of the survey is for review purposes only.

Responses must be submitted using the online platform:

<https://form.surveypal.net/Service-Exchange-Renegotiation-and-MGA-Review-Survey>

- Administration of Justice
- Environment (regulatory aspects of sanitation and health standards)
- Highway Police Patrols and central police services

The provincial government also continued to hold a range of responsibilities, such as those pertaining to healthcare, education, housing, and provincial roads.

Municipalities took responsibility for:

- Making mandatory contributions to correctional services
- Policing
- Local Roads
- Sidewalks
- Public Transit
- Land-use Planning
- Building Inspection
- Recreation
- Control of Invasive Weed Species

Municipalities continued to be responsible for water and wastewater, management of solid waste, public libraries, and mandatory contributions to education and regional housing authority net operating losses.

Some municipalities also pay a per kilometre service exchange balancing fee (initially \$3500 per/km pegged to CPI) in lieu of accepting the transfer of local roads under the Provincial-Municipal Service Exchange.

Q2: Considering the responsibilities listed above, which responsibilities does your council believe municipalities should maintain or assume and why?

(Open Response Box)

Q3: Considering the responsibilities listed above, which responsibilities does your council believe the Province should maintain or assume and why?

(Open Response Box)

Information for Q4: Municipalities often respond to challenges and opportunities in their jurisdictions at their own discretion.

Many municipalities continue to make significant expenditures in the areas of Public Health, Environmental Health Services, Long-Term Care Facilities, Housing, Public Safety, Physician Recruitment, Economic Development, and Arts and Culture.

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Q4: What discretionary expenditures by your municipality does your council believe should be better supported by the Province?

(Open Response Box)

Q5: To provide a sense of priorities, state the top three municipal expenditure responsibilities that your municipal council believes should be reviewed and why?

(Open Response Box)

Q6: What new service responsibilities would your municipality find unacceptable?

(Open Response Box)

Questions related to the Municipal Government Act Review

Since the last MGA Review in 2015, several changes have been made to the MGA. These changes have granted municipal authority to take actions that were previously prohibited. These changes allow municipalities to invest and make decisions in new aspects of the communities that they govern.

Q7: The following question provides a list of recent changes to the MGA that have implications for the abilities and responsibilities of municipalities. Using the checklist below, please indicate the discretionary abilities that your council believes are useful for your municipality.

(Checklist Response List)

- Expanded power to expend
- Mandate to establish a Municipal Code of Conduct
- Ability to finance developments that increase accessibility
- Ability to enable municipalities to sell land below market price in some cases
- Ability to engage in negotiation for the purpose of increasing affordable housing units
- Ability to create commercial development districts
- Others? Please add.

Q8: What discretionary abilities conferred by the MGA does your municipal council believe are not useful and why?

(Open Response Box)

Q9: What additional discretionary abilities does your municipal council believe should be granted by changes to the MGA?

(Open Response Box)

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<https://form.surveypal.net/Service-Exchange-Renegotiation-and-MGA-Review-Survey>

Information for Q10: A number of other federal and provincial statutes and regulations have implications for municipal budgets as non-discretionary expenses.

Q10: Using the checklist below, please indicate which regulations or responsibilities your municipal council finds to be causing considerable pressure on your budget and capacity to accomplish core goals?

(Checklist Response List)

- Surplus Schools
- Property Valuation Assessment Services
- Federal Wastewater Systems Effluent Regulations
- Cost of Police Evidentiary Lab Analysis Services
- Minimum Planning Requirements (Coastal Protection Act)
- (Upcoming) Worker Compensation Board Premiums for Volunteer Fire Fighters

Q11: Are there any other responsibilities brought about by statutes or regulations not mentioned above that add significant pressure on your budget?

(Open Response Box)

Q12: If your county or district municipality elects a warden, please indicate whether, in the opinion of your municipal council, the warden system should be replaced by the mayoral system.

(Open Response Box)

Q13: Village governance is established in Part XVII of the MGA. In the view of your municipality, should villages be consolidated with districts and counties? Please explain why or why not.

(Open Response Box)

[This survey continues on the next page]

This PDF copy of the survey is for review purposes only.
 Responses must be submitted using the online platform:

<https://form.surveypal.net/Service-Exchange-Renegotiation-and-MGA-Review-Survey>

Information for Q14: Municipal mergers can help municipalities cooperate rather than engage in competition with each other. Consolidation is a new approach to municipal mergers that is more collaborative for the municipal partners than dissolution or amalgamation. Below is a chart that describes the difference between consolidation and amalgamation.

	Consolidation	Amalgamation
Examples	Windsor West Hants	Halifax Regional Municipality Cape Breton Regional Municipality
Overview	Municipal Leadership "Bottom Up" Process	Provincial Leadership "Top Down" Process
Legislation	Special Legislation for each merger Joint Councils make the merger decision Councils request special legislation	Municipal Government Act, Part XVII NSUARB Reviews Municipal proposals Cabinet issues merger order
Structure	Joint Transition Committee Joint Committee recommends Coordinator Joint Committee develops organization Staffed with municipal staff, consultants Joint Committee hires first CAO Boundaries reviewed by NSUARB Joint Committee organizes first election	Independent Coordinator Cabinet Chooses Coordinator Coordinator develops organization Staffed by experts, consultants Coordinator hires first CAO Boundaries reviewed by NSUARB Coordinator organizes first election

Source: Antigonish Fact Sheet "Consolidation or Amalgamation? What is the Difference?",
<https://antigonish.ca/>

Q14: Under what conditions does your council believe municipal consolidation is advisable? Reasons could include fiscal insolvency, limited access to qualified personnel, infrequency of competitive elections, or an effort to decrease costs.

(Open Response Box)

Q15: What incentives could be put in place to make amalgamation a viable option?

(Open Response Box)

Questions related to municipal revenue

Q16: Municipalities can be supported in fulfilling all responsibilities with new or expanded sources of revenue. What new or expanded revenue sources or tools does your municipal council believe to be most viable?

(Open Response Box)

[This survey continues on the next page]

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Responses must be submitted using the online platform:

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Information for Q17 and Q18:

Municipalities benefit from a range of grants including grants-in-lieu of taxes, the Municipal Financial Capacity Grant, and the Towns Foundation Grant.

Grants-in-lieu of Taxes include Farmland Grant, Nova Scotia Power Grants-in-lieu of Taxes, and Provincial or Federal grants-in-lieu of Taxes.

Other Grant Programs include a) Emergency Services Provider Fund, b) Municipal Innovation Program, c) Provincial Capital Assistance Program, d) Flood Risk Infrastructure, e) Investment Program, f) Fire Protection Grant, g) Municipal Flood Line Mapping Program, h) Beautification and Streetscaping Program, i) Community Works Program, j) Canadian Community Building Fund (formerly the Gas Tax), k) 911 grant.

Q17: What grants has your municipality received for operational expenses and how could these grants be improved?

(Open Response Box)

Q18: What grants has your municipality received for capital expenses and how could these grants be improved?

(Open Response Box)

Special considerations and other comments

Q19: Is there anything about your municipality that your council believes deserves special consideration in terms of expenditure responsibilities, legislation, or financial support?

(Open Response Box)

Q20: Is there anything else that your municipal council would like to share?

(Open Response Box)

Memo

To: Dan Troke, CAO
 From: Debra Crowell, Director of Finance
 Date: May 20, 2022
 Re: **Valley Region Solid Waste-Resource Management Authority- Guarantee Resolution**

BACKGROUND

The Valley Region Solid Waste-Resource Management Authority requires Council’s approval of a loan guarantee resolution. This guarantee refers to the Valley Waste 2022/23 temporary borrowing resolution (TBR) for \$ 2,105,100, of which Kentville’s share is 10.23% or \$215,352.

Attached is the *Guarantee Resolution* for Kentville in the amount of \$215,352.00 (10.23%), which requires Council’s authorization. Once authorized, two originals, signed and sealed, must be returned to Valley Region Solid Waste-Resource Management Authority to complete the required paperwork. A copy of the Valley Waste TBR and supporting documentation is attached for your easy reference.

RECOMMENDATION

I recommend to Council that it authorize the attached *Guarantee Resolution*, which denotes the Town’s percentage share of the Valley Waste Temporary Borrowing for 2022-2023. Once ratified, two copies (signed, dated, and sealed) must be sent to Valley Region Solid Waste-Resource Management Authority for it to complete the necessary paperwork.

	PURPOSE	Guarantee Amount	Percentage
Guarantee Resolution-22-23	Valley Region Solid Waste	\$215,352	10.23%

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

Guarantee Share Amount: \$ 215,352 Purpose: Capital Projects: Detailed in Schedule "B"
Capital FY2022-23

WHEREAS the Valley Region Solid Waste-Resource Management Authority (hereinafter referred to as the Authority) was incorporated on October 1, 2001 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Authority has determined to borrow the aggregate principal amount of Two million, One Hundred and Five Thousand, One hundred Dollars (\$ 2,105,100) for purpose of Capital Projects: Detailed in Schedule "B" ;

WHEREAS the Authority has requested the Council of the Town of Kentville , a municipality that executed the instrument of incorporation of the Authority, to guarantee said borrowing; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act, no guarantee of a borrowing by a municipality shall have effect unless the Minister of Municipal Affairs and Housing has approved of the proposed borrowing or debenture and of the proposed guarantee;

BE IT THEREFORE RESOLVED

THAT the Council of the Town of Kentville does hereby approve the borrowing of the aggregate principal amount of Two million, One Hundred and Five Thousand, One hundred Dollars (\$ 2,105,100) for the purpose set out above;

THAT subject to the approval of the Minister of Municipal Affairs and Housing of the borrowing by the Authority and the approval of the Minister of Municipal Affairs Housing of the guarantee, the Council unconditionally guarantee repayment of Two Hundred Fifteen Thousand, Three Hundred and Fifty Two Dollars (\$ 215,352) for the purpose set out above; and

THAT upon the issue of the debentures, the Mayor and Chief Administrative Officer of the Municipality do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Municipality.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Town of Kentville held on the ____ day of _____, 2022.

GIVEN under the hands of the Clerk and under the seal of the Municipality this ____ day of _____, 2022.

Clerk

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ \$2,105,100

Capital Projects: Detailed in Schedule "B"
Capital FY2022-23

WHEREAS the Valley Region Solid Waste-Resource Management Authority (hereinafter referred to as the Authority) was incorporated on October 1, 2001 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Town of Berwick, the Town of Kentville, the Town of Middleton, the Town of Wolfville, the Town of Annapolis Royal, and the Municipality of the County of Kings entered into an inter-municipal services agreement pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Authority pursuant to the inter-municipal agreement states that the body corporate shall be vested with the power to borrow money for the purpose of capital projects, the estimated amounts and descriptions of which are contained in Schedule "B";

WHEREAS any borrowing and/or entering into debt obligations of the municipal body corporate must be approved by the municipal units and the Municipal Guarantee percentages and amounts for each of the six municipal parties are attached at Schedule "A"; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act no money shall be borrowed by a municipality, village, committee by an inter-municipal agreement or service commission pursuant to this Act or another Act of the Legislature until the proposed borrowing and municipal guarantees have been approved by the Minister of Municipal Affairs;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 92 of the Municipal Government Act, and subject to the approval of the Minister of Municipal Affairs and Housing, the Authority borrow a sum or sums not to exceed Two million, One Hundred and Five Thousand, One hundred Dollars (\$ \$2,105,100) for the purpose set out above;

THAT the sum be borrowed by the issue and sale of debentures of the Authority of an amount as the Authority deems necessary;

THAT pursuant to Section 92 of the Municipal Government Act, the issue of debentures be postponed and that a sum or sums not to exceed Two million, One Hundred and Five Thousand, One hundred Dollars (\$ \$2,105,100) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;


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

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


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

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Valley Region Solid Waste-Resource Management Authority held on the 18 day of May, 2022.

GIVEN under the hands of the Chair and the Secretary and under the seal of the Authority this 18 day of May, 2022.



Chair



Secretary

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ \$2,105,100

Capital Projects: Detailed in Schedule "B"
Capital FY2022-23

SCHEDULE "B"
CAPITAL PROJECTS

		<u>Estimates \$</u>
Heading: Vehicles		
Item	Car C&E (Convert to Electric & Charging Station)	45,000
Item		
Item		
Item		
Heading Sub Total:		45,000
Heading: Machinery and Equipment		
Item	Utility Trailer(s)	15,000
Item	Roll Off Containers	23,000
Item		
Item		
Heading Sub Total:		38,000
Heading: Land and Land Improvements		
Item	Land Improvement -Storm drainage & road safety - EMC	30,000
Item	Land for Future Expansion (EMC)	238,000
Item		
Item		
Heading Sub Total:		268,000
Heading: Sites / Facilities		
Item	Replace Outgoing Scale -WMC	127,100
Item	Outgoing Scale House Window-WMC	27,000
Item	Sorting Building and transfer building-EMC	775,000
Item	Public Drop off / HHW Center -EMC	125,000
Heading Sub Total:		1,054,100
Heading: Sites / Facilities-Equipment		
Item	Compaction Equipment - WMC	200,000
Item	Compaction Equipment - EMC	500,000
Item		
Item		
Heading Sub Total:		700,000
Heading:		
Item		
Item		
Item		
Item		
Heading Sub Total:		0
TOTAL REQUEST CONTAINED WITHIN THIS RESOLUTION		2,105,100

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ \$2,105,100

Capital Projects: Detailed in Schedule "B"
Capital FY2022-23

SCHEDULE "A"

MUNICIPAL GUARANTEES

MUNICIPAL PARTNER	GUARANTEE PERCENTAGE	GUARANTEE AMOUNT
Municipality of the County of Kings	73.92%	1,556,090
Town of Kentville	10.23%	215,352
Town of Wolfville	8.85%	186,301
Town of Berwick	3.43%	72,205
Town of Middleton	2.49%	52,417
Town of Annapolis Royal	1.08%	22,735
Total Capital Requirements for Borrowing Resolution	100.00%	\$2,105,100



25 April 2022

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

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

RE: Kentville Water Commission Report

The Water Commission met on April 25, 2022. There was a full agenda including both the Operational and the Capital Budgets.

The Kentville Water Commission Operational Budget was passed unanimously:

Kentville Water Commission Operating Budget:

Revenue \$1,953,800;

Expenditures \$1,709,400;

Budgeted Surplus \$5,100;

Non-Operating Revenues \$243,800; and

Surplus \$286,200.

The Kentville Water Commission Capital Budget was passed unanimously:

Kentville Water Commission Capital Budget:

\$837,500.

Submitted to council for information purposes.

Kindest Regards

Sandra Snow
Mayor
Chair Kentville Water Commission



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

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

20 May 2022

RE: Town of Kentville Audit Committee – Citizen Representative

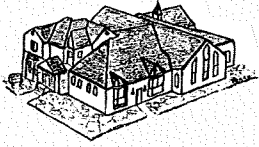
The Audit Committee met on 18 May 2022 for its annual pre-audit briefing from the auditor. Citizen Committee member, Peter Rainforth resigned from the committee in March 2022, having served his two-year commitment.

The vacancy was advertised on the Town of Kentville website, as per policy, and there were no applications to this committee.

The Audit Committee reviewed potential nominees and are pleased to make the following recommendation to council for approval: **Motion: That the Town of Kentville council approve citizen member Jim Noonan to sit for a two year period on the Audit Committee.**

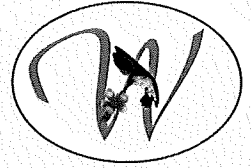
Kindest regards

Sandra Snow
Mayor
Audit Committee Chair



White Family Funeral Home and Cremation Services

*Owned and Operated by Cyril and Penny White
100 Cornwallis Street Kentville, Nova Scotia B4N 2E4
Telephone: (902) 678-3339
Fax: (902) 679-5404*



May 10, 2022

Deputy Mayor Catherine Savage
Town of Kentville
354 Main Street
Kentville, NS B4N 1K6

Dear Deputy Mayor Savage:

I write this letter further to our brief discussion of May 9, 2022 concerning the Kentville Heritage Society Building (the former VIA Rail Station), located on Station Lane. Thank you for the update on the Town including needed repairs on this building in this years Capital Budget and asking if I had any concerns regarding the Heritage Centre. My response being that is a good area for the Heritage Centre. However, I have some concerns regarding the future of the Kentville Heritage Centre and future activities in that area of Town.

I believe all the present Town Councillors have visited the Heritage Centre and all have made very complimentary remarks on the Kentville Heritage Society's operations. However, Kentville's Accessibility Plan describes another use for the building. The Accessibility Plan was approved by Town Council which includes the change in use for the building. The vote on this motion was 5 in favour and 2 against.

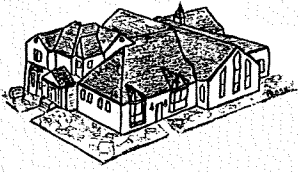
I viewed the CAC meeting of May 9, 2022 which included an update on the Active Transportation Plan for that area of Town. I could not see the video presentation for the physical change to Station Lane. Could someone please provide me with hard copies of the changes to that area? I was able to hear the presentation which included the relocation of the Bus Stop, etc. Does the future of the Heritage Centre fall under the Active Transportation Plan or Kentville's Accessibility Plan? Is the Heritage Centre to be used for other purposes or remain the centre of Kentville's important and very significant history? I welcome any written comments from all Councillors. Thank you for reading this correspondence and your written response.

I have chosen to write this letter as an interested citizen and have not been in consultation with or had any input from the Kentville Historical Society.

Yours truly,

Cyril White

cc:	Mayor Sandra Snow	Town Clerk Dan Troke	Councillor Cathy Maxwell
	Councillor Craig Gerrard	Councillor Gillian Yorke	Councillor Paula Huntley
	Councillor Andrew Zebian	Geoff Muttart, Town Solicitor	Stephen Pearl, Chairman, Kentville Historical Society

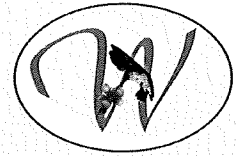


White Family Funeral Home

100 Cornwallis Street Kentville, Nova Scotia B4N 2E4

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May 24, 2022

VIA HAND DELIVERY

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

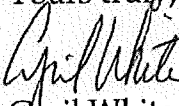
Dear Mayor Snow:

Further to my letter of May 10, 2022 concerning the future of the Kentville Historical Society Building on Station Lane.

As of this date, only one Councillor had the courtesy of writing a response to my letter. I thank the Councillor for that courtesy.

After further review of the Kentville Accessibility Action Plan, page 61, paragraph 3, of the universal design of Downtown Kentville outlines the possible (approved?) future of the Heritage Centre Building (copy attached). Kentville deserves to have its own museum and since the former VIA Rail station is perhaps the only standing railway building left in Kentville, the building is the most appropriate place for the museum. Also, further to Councillor Maxwell's proposal of a Heritage Building bylaw, this is a necessary bylaw and Councillor Maxwell has my full support and I urge the Council to give the proposed bylaw full support.

I request that my letter of May 10, 2022 and this letter of May 24, 2022 be read in their entirety and hope that the Mayor and all Councillors will publicly express their thoughts on this issue at the May 30, 2022 Town Council Meeting. Thank you.

Yours truly,

Cyril White

cc: (with attachment)

Town Clerk Dan Troke

Councillor Craig Gerrard

Councillor Andrew Zebian

Deputy Mayor Catherine Savage

Councillor Gillian Yorke

Geoff Muttart, Town Solicitor

Councillor Cathy Maxwell

Councillor Paula Huntley

Stephen Pearl, Chairman, Kentville Historical Society