



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

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:

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.

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

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

*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