



# **TOWN OF KENTVILLE COUNCIL**

## **July 25, 2022**

### **AGENDA**

6:00 p.m.

- 1. CALL MEETING TO ORDER AND ROLL CALL**
- 2. APPROVAL OF THE AGENDA**
- 3. APPROVAL OF THE MINUTES**
  - (a) Council meeting minutes, June 27, 2021
- 4. PRESENTATION**
  - (a) Presentation of 2021-2022 Financials – Auditor Andy Forse and Audit Committee Members
- 5. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS**
  - (a) Memo: Animal Control By Law - Chickens
  - (b) Memo: Electric Vehicle Charger Follow Up
  - (c) Memo: Community Physician Navigator Program Financial Request
  - (d) Noise Bylaw
  - (e) Heritage Bylaw: Next Steps
  - (f) Police Commission Bylaw
- 6. RECOMMENDATIONS AND REPORTS**
  - (a) Council Advisory Committee – Councillor Andrew Zebian
    - (1) Memo: Kings County Community Food Council Request
  - (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
- g. Valley Regional Enterprise Network, Liaison and Oversight Committee
- (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
- (a) Mayor Sandra Snow
  - a. Kentville Investment Advisory Committee
  - b. Audit Committee
  - c. Water Commission
  - d. Source Water Protection Advisory Committee

## 7. NEW BUSINESS

- (a) Audit Committee Report
- (b) Regional Sewer Recommendations

**8. CORRESPONDENCE**

(a) Mr. Cyril White

(b) Annapolis Valley Regional Library Annual Report

**9. PUBLIC COMMENTS**

**10. IN CAMERA**

(a)

**11. ADJOURNMENT**

DRAFT



## TOWN OF KENTVILLE COUNCIL MEETING

### Meeting Minutes: June 27, 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 6:00 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

#### 2. APPROVAL OF THE AGENDA

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

- Addition: 6.b Electric Vehicle Chargers

**That the agenda of June 27, 2022 be approved.**

#### MOTION CARRIED

#### 3. APPROVAL OF THE MINUTES

- (a) Council meeting held on May 30, 2022

**It was moved that the minutes of the Council meeting on May 30, 2022 be approved as distributed.**

**MOTION CARRIED**

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

**(a) Active Transportation Update**

CAO Troke gave a verbal update about the downtown active transportation project for 2022-2023. Clarification around concerns brought to the information session and online. The budget for this project has been determined through grants and will not result in tax increases.

**(b) Board of Police Commissioners Bylaw**

Mayor Snow presented the bylaw for review by Council. Comments should be sent to the Chair by July 22, 2022, and nil comments should also be sent.

*Report available for more information*

**5. RECOMMENDATIONS AND REPORTS**

**(a) Council Advisory Committee Reports**

**(1) Temporary Borrowing Resolution – Capital Projects**

At the June 13, 2022 meeting of Council Advisory Committee, Director Crowell submitted the temporary borrowing resolution for the Town's 2022-2023 capital program for \$1,502,900.

*Report available for more information.*

It was moved by Councillor Gillian Yorke and Councillor Craig Gerrard

**That Council authorize the temporary borrowing resolution TBR 22/23-Town in the amount of ~~\$1,520,900~~ \$1,502,900 in support of Schedule A Capital Projects.**

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

Please note that this motion read \$1,520,900 at the June 27, 2022 meeting of Council. It should have read \$1,502,900 as in the staff report.

**(2) MacDonald Avenue Construction Schedule**

At the June 13, 2022 meeting of Council Advisory Committee, Director Bell reviewed the changes in the MacDonald Avenue construction project costs, and requested a revised construction schedule and budget to Council. Staff have a process for giving residents notice about these kinds of projects and will apply that to this project.

*Report available for more information.*

It was moved by Councillor Gillian Yorke and Councillor Craig Gerrard

**That Council approve a revised construction schedule for the MacDonald Avenue Project; and**

**Further that it is contracted as a two year project; and**

**Further that year one project expend the budgeted \$1.64M; and**

**Further that the remaining \$1M in work be completed in the 2023 construction season; and**

**Further that council pre-approve \$1M for the 2023-2024 capital budget.**

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

**(3) Sanitary Sewer 2022-2023 Capital Budget**

At the June 13, 2022 meeting of Council Advisory Committee, Director Bell presented the Sanitary Sewer Capital Budget for 2022-2023 for review and approval by Council.

*Report available for more information.*

It was moved by Councillor Gillian Yorke and Councillor Cathy Maxwell

**That Council approve the 2022-2023 Sanitary Sewer Service Capital Budget in the amount of \$390,000 along with its funding sources.**

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

**(4) Sanitary Sewer 2022-2023 Operating Budget**

At the June 13, 2022 meeting of Council Advisory Committee, Director Bell presented the Sanitary Sewer Operating Budget for 2022-2023 for review and approval by Council.

*Report available for more information.*

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

**That Council approve the 2022-2023 Sanitary Sewer Service Operating Budget as follows:**

- Revenue \$1,357,200
- Expenditures \$1,353,800
- Surplus \$3,400

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

**(5) Property Assessed Community Energy (PACE) Program**

At the June 13, 2022 meeting of Council Advisory Committee, CAO Troke presented the PACE program to Council which would see residents purchase and use more energy efficient equipment like heat pumps in their homes. The project would be funded and implemented in collaboration with the West Hants municipality. CAO Troke gave some clarification of how the PACE program is different from existing home efficiency programs.

*Report available for more information.*

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

**That Council approve a joint application to the Federation of Canadian Municipalities Community Efficiency Financing Program for Feasibility with the West Hants Municipality.**

**and**

**Further that council authorize a maximum of \$10,000 contribution to the application process undertaken by PACE Atlantic Community Interest Corporation.**

**MOTION CARRIED**

*Councillors who voted in favour of this motion:*

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

*Councillors who voted against this motion:*

*Zebian*

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

Reports were received and are part of the meeting record.

**(1) Councillor Craig Gerrard**

Councillor Gerrard committees did not meet this month and has nothing to report.

*Report available for more information.*

**(2) Councillor Paula Huntley**

*Council Meeting Minutes, June 27, 2022*

*Pending Approval*

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## *DRAFT*

Highlights included the Valley Regional Enterprise Network, public hearing, town forum, and the conference at Federation of Canadian Municipalities.

*Report available for more information.*

### **(3) Councillor Cathy Maxwell**

Highlights included the student bursary selection committee, Annapolis Valley Trails Coalition, public hearing, and the Kentville Police Service ceremony for new officers.

*Report available for more information.*

### **(4) Deputy Mayor Cate Savage**

Highlights included investment advisory committee, Kentville Business Community meeting, public forum on active transportation, Valley Regional Enterprise Network building opening event, Brian Gibson mural unveiling, and the Kentville Pride event.

*Report available for more information.*

### **(5) Councillor Gillian Yorke**

Highlights included many of the above states meetings and events, regional recreational facility meeting, Kentville Pride event, Mme DeAdder's class at Kings County Academy, and the Chrysalis House annual general meeting.

*Report available for more information.*

### **(6) Councillor Andrew Zebian**

Councillor Zebian read two letters from Mr. Cyril White.

*Report available for more information.*

- A member of the audience spoke inappropriately, and the Chair asked them to leave the chamber. Mark Rogers left Council Chambers.
- Councillor Zebian expressed disappointment that a member of the public was removed from Council.
- The Chair stated that Councillor Zebian was out of order for also speaking inappropriately.

### **(c) CAO Update**

CAO Dan Troke gave an update on operational matters including bylaw revision, police commission bylaw, changes for staff around remote working and flex time. Council requested that the CAO bring the G70 Meeting Policy back to Council for review.

# DRAFT

## **(d) Mayor Sandra Snow**

The mayor reported on her activities this month with highlights including the trip to Mme DeAdders Class, filming for the Treasured Wetlands at Miners marsh, Relay for Life, Volunteer Community Learning Association, welcome event for new officers at the Kentville Police Service, and attended the Federation of Canadian Municipalities conference in Regina.

*Report available for more information.*

## **6. NEW BUSINESS**

### **(a) Councillor Huntley Request for Support – FCM Committees**

Mayor Snow describes Councillor Huntley's request for committee participation at the Federation of Canadian Municipalities. Council brought concerns about financing the request for participation on this committee, and discussed the operating budget and training allotments.

*Report available for more information.*

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

**That Council support Councillor Huntley's participation as a committee forum member with the Federation of Canadian Municipalities.**

### **MOTION CARRIED**

*Councillors who voted in favour of this motion:*

*Huntley, Gerrard, Savage, and Snow*

*Councillors who voted against this motion:*

*Maxwell, Yorke and Zebian*

### **(b) Electric Vehicle Chargers**

Councillor Maxwell expressed concerns about offering free electric charging by the Town. CAO Troke described the grant process available for municipalities to acquire chargers for downtown centres. It was requested that staff bring a report to the July CAC regarding the cost of maintaining this charger.

*Report available for more information.*

## **7. CORRESPONDENCE**

### **(a) Cyril White**

Concerns about Council not reading public correspondence and regarding some legal matters.

### **(b) Cyril White**

Concerns about Station Lane and the downtown active transportation route and tax increases for Council.

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## **8. PUBLIC COMMENTS**

### **(a) Greg White**

Mr. White describes his pride for the community. He does not support censorship.

### **(b) Cate Smith**

Ms. Smith challenges Council to be more transparent about expenditures.

### **(c) Marcia McVale**

Ms. McVale asks questions about splash pad repairs, and construction delays. She asks why staff are permitted to have cost overruns but Council did not allow Mr. Zebian to build his development in the downtown.

## **9. ADJOURNMENT**

**The June 27, 2022 meeting of Council adjourned at 7:47 p.m.**

**MOTION CARRIED**

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Approved by CAO and Clerk Dan Troke



July 25, 2022

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Chief Administrative Officer  
Dan Troke  
354 Main Street  
Kentville, NS  
B4N 1K6

902-679-2501  
dtroke@kentville.ca

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RE: Chickens in Kentville

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At the July 11, 2022 meeting of Council Advisory Committee, Council asked staff to review the policies addressing the keeping of chickens within town limits.

As part of the amendments to the Land Use Bylaw effective October 5, 2021, the section in the Bylaw regarding Urban Chickens was repealed, with a recommendation to include them in the Animal Control Bylaw.

Staff recommend chickens, hen and rooster be defined in the by law. Direction will be needed from Council regarding:

- If chickens, similar to dogs, should be registered. If so, should a fee be charged?
- How many chickens are permissible? It is recommended Council consider 2 to 4.

For additional information, staff include a link to the Halifax website which explains that the municipality allows backyard chickens and offers rules for keeping them, development permits and how to register hens.

<https://www.halifax.ca/home-property/animal-services/backyard-hens>

Attached is a revised by law with potential changes highlighted for Councils consideration.

Dan Troke  
Chief Administrative Officer  
Town of Kentville



## **Town of Kentville By-Law Chapter 70 Animal Control**

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1. This By-law is entitled the “Animal Control By-law” and is intended to outline the control of animals in the Town of Kentville.

### **Definitions**

2. In this By-Law:
  - 1) “Animal Control Officer” means a special constable or by-law enforcement officer appointed pursuant to the Police Act or similar legislation and empowered by such appointment to enforce this By-law, or a police officer for the Town, and an Animal Control Officer is not an Owner of any animals seized by him as Animal Control Officer;
  - 2) "Cat" means a feline of any breed of domesticated cat or crossbreed domesticated cat;
  - 3) **“Chicken License “means a license issued by the Chief Administrative Officer pursuant to this Bylaw authorizing the license holder to have Chickens (hens) on a specific property within the Town;**
  - 4) “Chief Administrative Officer” means the Chief Administrative Officer for the Town;
  - 5) **“Coop” means a fully enclosed weather proof structure and attached Outdoor Enclosure used for the keeping of chickens, that is no larger than 10 m<sup>2</sup> in floor area, and no more that 2.4 meters in height;**
  - 6) “Council” means the Council of the Town;
  - 7) “destroy” means kill;
  - 8) “Director of Finance” means the Director of Finance for the Town;
  - 9) "Dog" means any dog, male or female, or an animal that is the result of the breeding of a dog and any other animal;
  - 10) “Dog Registration Fee” means such fee as is set out in Schedule “B” attached to and forming a part of this By-law, or such other fee as is set by Policy of Council, for registering a dog, such fee to be set considering the cost of maintaining and improving a registry system for Dogs and enforcing this By-law, and the Fee may:
    - a. be greater for female Dogs than for male Dogs;
    - b. be greater for unspayed or unneutered Dogs than for spayed or neutered Dogs; and

- c. be less for initial registration of a Dog where such registration by the Owner was not required prior to September 30th of the year of registration;
- 11) "Extraordinary Expense" means any expense incurred by Staff in relation to an animal except for provision of food and shelter;
- 12) **"Hen" means a female chicken**
- 13) "Impounding Fees" mean such fees as are set out in Schedule "B" for the cost of impounding an animal by the Animal Control Officer, and the Fees may differ for different types of animals;
- 14) "Owner" of an animal includes any person who possesses, has the care of, has the control of, or harbours an animal and, where the person is a minor, includes a person with custody of the minor;
- 15) "Pound Fees" means such fees as are set out in Schedule "B" for the provision of food and shelter to animals harboured at the pound, and such Fees may differ for different types of animals.
- 16) "Pound Keeper" means a person appointed by Council or the Chief Administrative Officer as Pound Keeper, and a Pound Keeper is not an Owner with respect to any animals kept by him as Pound Keeper;
- 17) "Redemption Period" means that period of time which commences with the possession of an animal by the Pound Keeper and expires 72 hours later, except where the period expires when the pound is closed the period shall be extended to the expiry of the next business day;
- 18) "Registration Tag" means a tag bearing a serial number and the year in which it is issued by Staff to the Owner of a Dog upon registration of the Dog to identify the Dog, and includes a Replacement Tag issued to replace a missing tag;
- 19) "Replacement Tag Fee" means such fee as is set out in Schedule "B" for providing a Replacement Tag to an Owner of a Dog when a Registration Tag is lost;
- 20) **"Rooster" means a male chicken;**
- 21) "Staff" means those persons assigned by Council or the Chief Administrative Officer to administer the provisions of this By-law, and for the purposes of this By-law shall also include individuals at locations other than the Town Hall in Kentville who are authorized by Council or the Chief Administrative Officer to register Dogs or issue Registration Tags, and shall also include the Pound Keeper;
- 22) "Town" means the Town of Kentville.

## **DOG REGISTRATION**

- 3. (1) Every Owner of a Dog shall register such Dog with Staff within 10 days of becoming the Owner and annually thereafter on or before the 31st day of March in each year and shall pay a Dog Registration Fee to the Town for each Dog.

- (2) The following persons are exempt from registering a Dog and paying a Dog Registration Fee, although they may choose to do so:
- a. a veterinarian who temporarily harbours a Dog for the sole purpose of providing it with medical care;
  - b. an Owner of a Dog that is trained to assist and assists the Owner with a disability, and such an Owner is exempt from the payment of a Dog Registration Fee for such Dog if the Owner chooses to register the Dog;
  - c. an Owner of a Dog that is less than 3 months old;
  - d. a person who harbours a stray Dog for less than 7 days; and
  - e. an agent for the Society for the Prevention of Cruelty - Kings Branch who temporarily harbours a Dog in the care of the Society; and the onus is on such persons to prove the exemption.

#### **REGISTRATION PROCESS**

4. To register a Dog, the Owner shall provide to Staff the following:
  - 1) name, civic address, mailing address and telephone number of the Owner;
  - 2) name and breed of the Dog;
  - 3) description of the Dog including the breed, whether the Dog is male or female, any identifying characteristics including micro-chip implants, tattoos or special markings, and, when applicable, proof that the Dog has been spayed or neutered; and
  - 4) applicable Dog Registration Fee.

The Owner may also provide any other information that may assist in identifying the Dog.

5. Staff shall keep a record of every Dog registered, recording the following information:
  - 1) registration date;
  - 2) registration number;
  - 3) name of Dog;
  - 4) description of the Breed of the Dog and any identifying characteristics;
  - 5) name, civic address, mailing address, and telephone number of the Owner; and
  - 6) any other information provided by the Owner that may assist in identifying the Dog;and shall issue to the Owner a Registration Tag.
6. Where a Registration Tag issued by Staff to an Owner of a Dog becomes lost, the Owner shall obtain a Replacement Tag from Staff upon payment of a Replacement Tag Fee.

7. The Owner of every Dog shall keep on the Dog a collar with the Registration Tag issued for that Dog at the time of registration or a Replacement Tag, and the Tag shall be kept securely fixed on the Dog at all times during the year.
8. Where an Owner has registered a Dog and subsequently ceases to be the Owner of the Dog as a result of death, sale or transfer of the Dog, the Owner shall provide to Staff within 30 days of ceasing to be the Owner of the Dog written notice of:
  - 1) the name, civic address, mailing address, and telephone number of the person to whom the Dog was sold or transferred;
  - 2) the Dog's name and description;
  - 3) the Dog's registration number; and
  - 4) the reason for ceasing to be the Owner of the Dog.
9. The Owner of a Dog shall deliver in writing to Staff a statement of the number of Dogs owned, harboured, or that are habitually kept upon the premises occupied by the Owner, within 10 days after receiving notice from Staff requiring such information to be provided.
10. No more than three Dogs may be kept on any property.
11. Any person resident within the Town who purchases a Dog from the Pound Keeper shall register the Dog, pay the appropriate fee, and obtain a Registration Tag for such Dog before taking it from the pound.

#### **CHICKEN REGISTRATION**

**12 A person may apply to keep Chickens, Hens, but no roosters by:**

- 1) Submitting a completed Chicken License application on the form approved by the Chief Administrative Officer (Schedule "B"); and**
- 2) Paying the required fee.**

**13 Chickens (hens) shall be permitted only where the use is accessory to either a one unit or two-unit dwelling and shall be located on and contained within the same lot as the owner.**

**14 Where permitted, the keeping of chickens shall be subject to the following conditions:**

- 1) A maximum of 2-4 chickens shall be permitted on a lot;**
- 2) Chickens shall be confined to a Coop at all times;**
- 3) Chicken Coops shall be subject to the following requirements:**
  - i. One chicken coop per approved lot;**
  - ii. A chicken coop shall not be located within the front yard or flankage yard**
  - iii. A chicken coop shall not be located closer than 3 meters from the side or rear property line**

**iv. Maintain the Coop in good repair and sanitary conditions, and free from vermin and noxious of offensive smells and substances.**

**15 No person who keeps Chickens shall:**

- 1) sell eggs, manure, meat, or other product derived from the Hen;**
- 2) slaughter a chicken on the property**

## **ENFORCEMENT AND OFFENCES**

~~12~~ **16** The Animal Control Officer shall enforce this By-Law.

~~13~~ **17** An animal runs at large in the Town when:

- 1) the animal is off the property owned or occupied by the animal's Owner without the animal being under the apparent restraint or control of some person;
- 2) the animal is tethered on a tether of sufficient length to permit the animal to leave the property owned or occupied by the animal's Owner;
- 3) the animal is on property not owned by the animal's Owner where a sign has been erected prohibiting such an animal from being on the property; or
- 4) the animal is on property not owned by the animal's Owner where a sign has been erected requiring such an animal to be under the control of some person by means of a harness or leash while on the property, and the animal is not under such control.

~~14~~ **18** A Dog is fierce or dangerous if:

- 1) the Dog has bitten a person or domestic animal;
- 2) the Dog, when either unmuzzled or unleashed, has approached any person in a vicious or terrorizing manner in an apparent attitude of attack at any place other than the property owned or occupied by the Dog's Owner;
- 3) the Dog has a known propensity, tendency or disposition to attack, to cause injury to, or otherwise endanger the safety of human beings or domestic animals;
- 4) the Dog is owned or harboured in whole or in part for the purpose of dog fighting; or
- 5) the Dog is trained for dog fighting.

~~15~~ **19** Evidence that one person is unreasonably disturbed by a Dog barking, howling or otherwise is prima facie evidence that the quiet of the neighbourhood is disturbed.

~~16~~ **20** Every Owner of a Dog:

- 1) whose Dog is not registered pursuant to this By-law;
- 2) whose Dog is not wearing a Registration Tag pursuant to this By-law;
- 3) who fails to notify Staff of cessation of ownership of a Dog pursuant to this By-law;
- 4) who neglects or refuses to provide a written statement required by this By-law;

- 5) whose Dog runs at large in the Town;
- 6) whose Dog persistently disturbs the quiet of a neighbourhood by barking, howling or otherwise, or unreasonably disturbs or tends to disturb the peace and tranquility of a neighbourhood;
- 7) who harbours, keeps, or has under care, control or direction a Dog that is fierce or dangerous; or
- 8) who fails to remove the Dog's feces from public property or private property other than the Owner's; is guilty of an offence.

~~17~~ **21(1)** It shall be a defense to a charge under subsection 16(5) of this By-law that at the time of running at large the Dog is:

- a. participating in a dog exhibition event;
- b. participating in a search and rescue operation or law-enforcement operation;
- c. or assisting a person with a disability, provided the dog is trained for such purpose.

(2) It shall be a defense to a charge under subsection 16(7) of this By-law that at the time of an attack or a biting:

- a. the Dog was being tormented or abused by the person or domestic animal attacked or bitten;
- b. the Dog was acting in defense of itself or a person;
- c. the Dog was acting as a professionally trained guard dog while lawfully engaged for law enforcement or guard duties; or
- d. the attack or bite was inflicted upon or sustained by a person who was committing one or more of the following:
  - i. willful trespass or other tort;
  - ii. a criminal act upon premises owned or occupied by the Owner of the Dog; or
  - iii. a trespass contrary to Provincial or Federal Legislation.

(3) It shall be a defence to a charge under subsection 16(8) of this By-law that, at the time of the failure to remove the Dog's feces, the Owner had a disability that prevented the Owner from complying with the subsection and the Dog was trained to assist a person with such a disability and the Dog was assisting the Owner with such a disability.

~~18~~ **22** Every owner of a cat, snake, lizard, or other reptile, horse, colt, ass, mule, ox, cow, or other cattle, pig, skunk, ferret, monkey, rabbit, rodent, sheep, goat, goose, turkey, or other fowl who allows such an animal to run at large in the Town is guilty of an offence.

~~19~~ **23 (1)** Every person who keeps more than three Dogs on any property contrary to this By-law is guilty of an offence.

(2) It shall be a defence to a charge under this section that the property on which the Dogs are kept is a veterinary hospital and the Dogs are present for the purpose of receiving medical care.

- (3) It shall be a defence to a charge under this section that the Dogs are kept more than 300 feet from neighbouring residential property boundaries.
  - (4) It shall be a defence to a charge under this section that the property on which the Dogs are kept is a temporary shelter for Dogs and is approved by the Board of Directors of the Society for the Prevention of Cruelty - Kings Branch ("SPCA"), the shelter is in good standing with the SPCA, and any Dogs in excess of the three permitted Dogs are kept on the property on behalf of, and at the written request of, the SPCA, and the person shall produce written proof of such request from the SPCA upon demand of the Animal Control Officer, which request shall specifically identify the Dogs.
- ~~20.~~ **24** Staff shall apply to the Governor in Council pursuant to the Summary Proceedings Act, R.S.N.S. 1989, c.450, as amended, to have the offences under this By-law designated by the Summary Offence Ticket Regulations to permit the use of summary offence tickets for prosecuting such offences in appropriate circumstances.

## IMPOUNDING

- ~~21~~ **25** An Animal Control Officer may, without notice to or complaint against the Owner, impound any animal that:
- 1) runs at large in the Town;
  - 2) is not registered or not wearing a Registration Tag required by this By-Law;
  - 3) is fierce or dangerous;
  - 4) is rabid or appears to be rabid or exhibits symptoms of canine madness;  
or
  - 5) persistently disturbs the quiet of the neighbourhood by barking, howling or otherwise;
- and deliver the animal to the Pound Keeper
- ~~22~~ **26** The Pound Keeper shall:
- 1) provide adequate facilities for the keeping of such animals as may be seized by the Animal Control Officer;
  - 2) collect Impounding Fees, Pound Fees and any other charges as provided in this By-Law and forward such funds to the Director of Finance; and
  - 3) be responsible for the operation of the pound, including providing adequate food and water to impounded animals, maintaining the pound in a reasonable state of cleanliness, and keeping the pound premises neat and tidy in appearance.
- ~~23~~ **27** (1) An animal must be redeemed by its Owner within the Redemption Period or the animal may be sold or destroyed by the Pound Keeper.
- (3) If an impounded Dog has a Registration Tag fixed to it, the Pound Keeper shall attempt to contact the registered Owner using the records

associated with the Registration Tag. If an impounded animal other than a Dog has the name and telephone number of its Owner attached to it, the Pound Keeper shall attempt to contact the Owner. The onus is on the Owner, however, to ascertain within the Redemption Period whether the animal has been impounded, and neither the Pound Keeper nor the Town shall incur liability in the event of failure to contact the Owner.

~~24~~ **28** No Dog may be redeemed by its Owner or sold by the Pound Keeper if the Dog:

- 1) is fierce or dangerous;
  - 2) is rabid or appears to be rabid; or
  - 3) exhibits symptoms of canine madness;
- and the Dog shall be destroyed by the Pound Keeper.

~~25~~ **29**(1) An animal cannot be redeemed by its Owner until proof of ownership of the animal is provided to the Pound Keeper by the Owner, Impounding Fees, Pound Fees, and any Extraordinary Expense are paid by the Owner to the Pound Keeper, and, where applicable, the Dog is registered and a Registration Tag is fixed to the Dog.

(2) Notwithstanding subsection (1), a Cat cannot be redeemed by its Owner if the Cat was impounded for running at large for the third time within a period of 24 months, and the Pound Keeper shall dispose of the Cat as if the Redemption Period had expired.

(3) Notwithstanding subsection (1), a Cat cannot be redeemed by its Owner if the Owner has been convicted of three offences pursuant to section 18 within a period of 24 months and the Pound Keeper shall dispose of the Cat as if the Redemption Period had expired.

(4) Notwithstanding subsection (1), a Dog cannot be redeemed by its Owner if the Dog was impounded for:

- a. running at large; or
- b. persistently disturbing the quiet of the neighbourhood by barking, howling or otherwise, or unreasonably disturbs or tends to disturb the peace and tranquility of a neighbourhood;

for the third time within a period of 24 months, and the Pound Keeper shall dispose of the Dog as if the Redemption Period had expired.

(5) Notwithstanding subsection (1), a Dog cannot be redeemed by its Owner if the Owner has been convicted of three offences pursuant to subsections ~~16 20~~(5), ~~16 20~~(6), ~~16 20~~(7), or subsection ~~24 25~~(1) of this By-law, or any combination thereof, within a period of 24 months, and the

Pound Keeper shall dispose of the Dog as if the Redemption Period had expired.

- 26 **30**(1) Upon the expiry of the Redemption Period for an animal, the Pound Keeper may sell any animal eligible to be sold for the best price reasonably obtainable.
- (2) If an animal cannot be sold by the Pound Keeper within a reasonable period of time, the Pound Keeper shall destroy the animal.
- 27 **31** An Animal Control Officer may without notice to or complaint against the Owner, kill on sight any animal that:
- (1) is fierce or dangerous or appears to be fierce or dangerous;
  - (2) is rabid or appears to be rabid;
  - (3) exhibits symptoms of canine madness;
  - (4) is running at large and eludes capture by the Officer; or
  - (5) is running at large and which the Officer believes to pose a danger to a person or a domestic animal or to property of persons other than the Owner.

#### **PENALTIES AND ANIMAL OWNER LIABILITY**

- 28 **32** (1) Any person who contravenes section ~~13, 14, 15~~ **20**(1), **20**(2), ~~20~~(3), ~~20~~(4), **20**(5), **20**(6), **20**(8), ~~23~~ or ~~24~~(1) of this By-law is punishable on summary conviction by a fine of not less than \$150.00 and not more than \$10,000.00, plus any Impounding Fees, Pound Fees, and Extraordinary Expense associated with the conduct that gives rise to the offence, and in default of payment to imprisonment for a period not exceeding one year.
- (2) Any person who contravenes subsection ~~20~~(7) of this By-law is punishable on summary conviction by a fine of not less than \$350.00 and not more than \$10,000.00, plus any Impounding Fees, Pound Fees, and Extraordinary Expense associated with the conduct that gives rise to the offence, and in default of payment to imprisonment for a period not exceeding one year.
- 29 **33** Any person who contravenes section ~~20~~, ~~21~~, ~~22~~ or ~~23~~

- ~~30~~ of this By-law and who is given notice of the contravention may pay to the Town, at the place specified in the notice, the sum shown in Schedule “A” attached hereto and forming part of this By-law, plus any Impounding Fees, Pound Fees, and Extraordinary Expense as stated in the notice, within 14 days of the date of the notice and shall thereby avoid prosecution for that contravention.
- ~~34~~ **34** Any Owner of an animal that is impounded is liable for any Impounding Fees, Pound Fees, and Extraordinary Expense despite the failure of the Owner to redeem the animal and regardless of whether the owner is convicted of an offence pursuant to this By-law.

#### **REPEAL**

- ~~32~~ **35** Chapter 68 of the Town By-laws entitled Animal Control Bylaw is hereby repealed.

#### **EFFECTIVE**

- ~~33~~ **36** This By-law is effective upon publication.

**Town of Kentville, By Law Chapter 70: Animal Control**

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Date of first reading:	November 9, 2005
Date of advertisement of Notice of Intent to Consider:	November 22, 2005 November 25, 2005 November 29, 2005 December 2, 2005 December 6, 2005 December 9, 2005
Date of second reading:	December 13, 2005
*Date of advertisement of Passage of By-Law:	January 3, 6, 2006
Date of mailing to Minister a certified copy of By-Law:	June 6, 2006

I certify that this Animal Control Bylaw – Chapter 70 was adopted by Council and published as indicated above.

\*Effective Date of the By-Law unless otherwise specified in the By-Law

**Schedule "B"**  
**Town of Kentville**  
**Chicken Coop License Application**  
**License Fee \$30.00 (must be accompany application)**

**Property Owner Information**

Name	
Mail Address	
Telephone	Email

**Applicant Information** *(If different from Owner)*

Name	
Mail Address	
Telephone	Email

**Project Information**

Property PID#	Civic Address
# of Hens (Maximum of 6)	

**I HEREBY DECLARE:**

1. That I am the Owner of the property listed in the License application.
2. That the information contained herein is true and made with full knowledge of all circumstances associated with the application.



July 25, 2022

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Chief Administrative Officer  
Dan Troke  
354 Main Street  
Kentville, NS  
B4N 1K6

902-679-2501  
dtroke@kentville.ca

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RE: Electric Vehicle Charging Stations

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Further to the backgrounder provided to Council at the June 11, 2022 meeting of Council Advisory Committee, staff wanted to share two more pieces of information with Council about the charging station coming to Town Hall.

1. Council sought information regarding any additional costs to the new charging station if it had an adjustable-rate feature. To do this (charge an hourly rate), the station must have internet connectivity and as part of the grant, the new charging station will be “smart” (connected to internet). There is no extra charge for this added feature for this station. Adding this connectivity to the charging station at the arena would likely require the reinstallation of a new charging station (approximately \$10,000).
2. Staff are able to set the charging rate for this station at Town Hall with no additional costs to a flat rate of \$1.50 per hour with no free charging. This rate can be set up during the installation and can be changed at any time.

Dan Troke  
Chief Administrative Officer  
Town of Kentville



July 25, 2022

---

Chief Administrative Officer  
Dan Troke  
354 Main Street  
Kentville, NS  
B4N 1K6

902-679-2501  
dtroke@kentville.ca

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RE: Community Physician Navigator Program

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There are currently nine Physician Community Navigators in Nova Scotia who act as guides and facilitators for new doctors moving to a community. Navigators help with the recruitment of doctors by knowing a community and helping to make a good fit between a doctor and a new community. Once a doctor is hired by a hospital or clinic, the Navigator helps to acquire accommodations and housing, connects with immigration services, supports relocation, spousal employment and childcare. These are services that make moving to a community less of a barrier for a doctor and their family. In the Annapolis Valley, the Navigator has provided welcome baskets to doctors, hosted welcome events for networking, and given tours to doctors and their families.

The PCN project is asking the Town of Kentville for \$8,000 to support this work. Currently the County of Kings has provided \$15,000 and the Town of Wolfville has provided \$5,000.

No funding was allocated for additional grants in the 2022-23 budget.

Dan Troke  
Chief Administrative Officer  
Town of Kentville



**Town of Kentville By-Law**  
**Chapter \_\_\_\_\_**  
**Noise By-Law**

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**1. SHORT TITLE**

- 1.1. This By-Law shall be known as By-Law Chapter \_\_\_\_\_ and may be cited as the “Noise By-Law”.

**2. DEFINITIONS**

As used in this By-Law, the following terms shall have the meanings indicated:

- 2.1. “Ambient Sound Level” means the sound level that is present in the environment, produced by sound sources other than the source under assessment.
- 2.2. “By-Law Enforcement Officer” means any person empowered by legislation or appointed by the CAO to enforce this By-Law.
- 2.3. “CAO” means the Chief Administrative Officer of the Town of Kentville.
- 2.4. “Construction” includes erection, alteration, repair, dismantling, demolition, structural maintenance, land clearing, earth-moving, grading, excavating, the laying of pipe and conduit whether above or below ground level, street and highway building, application of concrete, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, and includes any work in connection with these activities.
- 2.5. “Construction Equipment” means any equipment or device designed and intended for use in Construction or material handling, including hand tools, power tools, air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders, and any other material-handling equipment.
- 2.6. “Continuous Concrete Pouring” means slip-forming, deck pour or pre-pour operations that cannot be interrupted once the operations have started.
- 2.7. “Conveyance” includes a vehicle and any other device employed to transport a person or persons or goods from place to place, but does not include any such device or vehicle if operated within the premises of a person.

- 2.8. “dB(A)” means the sound level in decibels obtained when using a Sound Level Meter with the A-weighting.
- 2.9. “Government Work” means Construction, rehabilitation, or maintenance work conducted by employees, agents, or contractors of the Town, the Province of Nova Scotia, the Government of Canada, or Nova Scotia Power Incorporated, when these employees are acting in the ordinary course of their duties.
- 2.10. Highway includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines of a highway.
- 2.11. “Large Crane Work” means the erection and dismantling of a crane or any other crane work that requires a road closure for the work to be started and finished.
- 2.12. “Leq” means the energy equivalent sound level or the continuous sound level that would result in the same total sound energy being produced over a given period of time.
- 2.13. “Noise Mitigation Plan” means a plan as required and approved by the CAO that addresses the mitigation of sound not in compliance with the requirements of this By-Law from planned events or activities.
- 2.14. “Persistent Noise” means any sound that is audible at a Point of Reception for a duration of ten minutes, or occurring continually, sporadically or erratically but totalling more than ten minutes in any 60-minute period of time.
- 2.15. “Place of Worship” means a building dedicated to religious worship, including a church, synagogue, temple, mosque, monastery or convent.
- 2.16. “Point of Reception” means a location on the premises of a person where sound originating from other than those premises is received and more particularly is:
  - 2.16.1. within the Property occupied by the recipient of the sound, and
  - 2.16.2. located at least 1.2 m above the surface of the ground or floor.
- 2.17. “Power Device” means any equipment driven otherwise than by muscular power used in the servicing, maintenance or repair of lawns, including chainsaws, lawn mowers, leaf blowers, grass trimmers or any other similar equipment. A Power Device does not include equipment used to remove snow or ice.
- 2.18. “Property” means a building or structure or part of a building or structure, including the lands appurtenant thereto, and all mobile homes, mobile buildings or mobile structures and vacant land.

2.19. "Sound Level Meter" means an instrument that measures levels of sound as approved for use by the CAO.

2.20. "Stationary Source" means a source of sound which does not normally move from place to place, including the premises of a person as one stationary source, unless the dominant source of sound on those premises is Construction or a Conveyance. Stationary Sources include, but are not limited to, air conditioners, heat pumps, and swimming pool pumps.

2.21. "Town" means Town of Kentville.

### 3. PROHIBITIONS

#### 3.1. Decibel level prohibitions.

3.1.1. No person shall emit or cause or permit the emission of sound measured with a Sound Level Meter at a Point of Reception that is outdoors:

3.1.1.1. that has a sound level (expressed in terms of Leq for a ten-minute period) exceeding 55 dB(A) from 10:00 p.m. to 6:59 a.m. the next day or 70 dB(A) from 7:00 a.m. to 9:59 p.m. the same day; or

3.1.1.2. where the Ambient Sound Level at a Point of Reception exceeds the maximum sound level permitted under Subsection 3.1.1.1, that has a sound level (expressed in terms of Leq for a ten-minute period) equal to or exceeding the Ambient Sound Level.

3.1.2. No person shall emit or cause or permit the emission of sound measured with a Sound Level Meter at a Point of Reception that is indoors with all exterior doors and windows closed into the room where the Point of Reception is located:

3.1.2.1. that has a sound level (expressed in terms of Leq for a ten-minute period) exceeding 50 dB(A) from 10:00 p.m. to 6:59 a.m. the next day or 60 dB(A) from 7:00 a.m. to 9:59 p.m. the same day; or

3.1.2.2. where the Ambient Sound Level at a Point of Reception exceeds the maximum sound level permitted under Subsection 3.1.2.1, that has a sound level (expressed in terms of Leq for a ten-minute period) equal to or exceeding the Ambient Sound Level.

#### 3.2. Animals.

3.2.1. No person shall cause or permit Persistent Noise, including barking, calling or whining or other similar noise, to be made by any animal kept or used by that person for any purpose.

**3.3. Construction.**

3.3.1. No person shall emit or cause or permit the emission of sound resulting from any operation of Construction Equipment or any Construction that is audible at a Point of Reception from 8:00 p.m. to 7:00 a.m. the next day, except until 9 a.m. on Saturdays and all day on Sundays and statutory holidays.

**3.4. Loading and unloading.**

3.4.1. No person shall emit or cause or permit the emission of sound resulting from loading, unloading, delivering, packing, unpacking, and otherwise handling any containers, products or materials that is audible at a Point of Reception from 11:00 p.m. to 7:00 a.m. the next day, except until 9 a.m. on Saturdays, Sundays, and statutory holidays.

**3.5. Power devices.**

3.5.1. Subsection 3.1 shall not apply to the emission of sound from a Power Device equipped with a properly maintained muffler device.

3.5.2. No person shall emit or cause or permit the emission of sound from a Power Device that is audible at a Point of Reception from 9:00 p.m. to 7:00 a.m. the next day, except until 9 a.m. on Saturdays, Sundays, and statutory holidays.

**3.6. Religious ceremony in a Place of Worship.**

3.6.1. No person shall emit, cause, or permit the emission of sound that disturbs a religious ceremony in a Place of Worship.

**3.7. Stationary Sources.**

3.7.1. No person shall emit or cause or permit the emission of sound from a Stationary Source that, when measured with a Sound Level Meter at a Point of Reception, has a sound level (expressed in terms of Leq for a one-hour period) exceeding 55 dB(A).

**3.8. Most restrictive provision applies.**

3.8.1. Where a source of sound is subject to more than one provision of this By-Law, the most restrictive provision applies.

**4. EXEMPTIONS**

**4.1. Safety and government work, recreation and special events.**

4.1.1. Despite any other provision of this By-Law, it shall be lawful to emit or cause or permit the emission of sound from:

- 4.1.1.1. Bells or sirens required for the purposes of public safety including sirens when operated by police services, fire and paramedic services;
- 4.1.1.2. Measures undertaken for the immediate health, safety or welfare of persons under emergency circumstances;
- 4.1.1.3. Measures undertaken as a result of an emergency requiring immediate action for the construction, preservation, restoration or demolition of any Highway;
- 4.1.1.4. Government Work;
- 4.1.1.5. Athletic, recreational, or school activities in arenas, playing fields, courts, school grounds, or Town park areas between the hours of 7:00 a.m. and 11:00 p.m.;
- 4.1.1.6. Annapolis Valley Apple Blossom Festival events organized and hosted by the Annapolis Valley Apple Blossom Festival that occur between 7:00 a.m. and 11:00 p.m. during the Festival;
- 4.1.1.7. Any event organized and hosted by the Town that occurs between 7:00 a.m. and 11:00 p.m.;
- 4.1.1.8. Construction and Construction Equipment between the hours of 7:00 a.m. and 8:00 p.m.;
- 4.1.1.9. Sound generated as part of normal industrial and commercial operations within the Kentville Industrial Park (Shiloh Drive to Town limits) and the lands zoned Highway Commercial on the west end of Kentville; or

#### 4.2. Exemption permits.

4.2.1. Any person may apply for an exemption permit from a prohibition or limitation provision in this By-Law in connection with one or more events or activities by filing with the CAO the following:

- 4.2.1.1. An application in the form prescribed by the CAO;
- 4.2.1.2. Any application fee adopted by Town council; and
- 4.2.1.3. Any information relevant to the application as requested by and to the satisfaction of the CAO including:

- 4.2.1.3.1. explanation as to why the applicant cannot reasonably comply with section 3.1;
  - 4.2.1.3.2. a Noise Mitigation Plan; and
  - 4.2.1.3.3. a statement certified by a professional engineer or acoustical consultant for any sounds that are not technically or operationally feasible to control.
- 4.2.2. Upon receipt of an application under Subsection 4.2.1, the CAO shall issue an exemption permit within 5 business days of receipt of a complete application if all the following conditions have been met:
- 4.2.2.1. The applicant has complied, to the satisfaction of the CAO, with the last exemption permit, if any, issued to them;
  - 4.2.2.2. The applicant has provided the following:
    - 4.2.2.2.1. The applicant's name, address, and telephone number;
    - 4.2.2.2.2. The date, time and location of each event or activity for which the exemption permit is sought and, where applicable, the number of people expected to attend;
    - 4.2.2.2.3. The purpose for which the exemption permit is required;
    - 4.2.2.2.4. The description of any sound equipment or Construction Equipment to be used;
    - 4.2.2.2.5. The name, address and telephone number of at least one contact person who will supervise each event or activity; and
    - 4.2.2.2.6. A written undertaking that one or more contact persons responsible for supervising each event or activity will be on-site during the entire event or activity to ensure compliance with the terms and conditions of the exemption permit.
  - 4.2.2.3. The applicant has paid all required fees.
  - 4.2.2.4. When applicable, the CAO is satisfied with the Noise Mitigation Plan and statement from a professional engineer or acoustical consultant.
  - 4.2.2.5. The CAO is satisfied that it is unreasonable for the applicant to comply with the relevant prohibition or limitation in this By-Law and all reasonable

measures will be taken by the applicant to mitigate any negative affects of the sound to be generated by the event or activity.

4.2.3. An exemption permit shall be subject to the following conditions:

- 4.2.3.1. When reasonably possible, a notice of the exemption permit shall be posted in a visible location where each event or activity will occur seven days prior to the event or activity;
- 4.2.3.2. If required by the CAO, the event or activity shall comply with a Noise Mitigation Plan;
- 4.2.3.3. If required by the CAO, the sound levels resulting from each event or activity shall be monitored by Town staff with the applicant paying any charges for this monitoring as adopted by Town council;
- 4.2.3.4. The sound emitted from any equipment shall not exceed a sound level (expressed in terms of Leq for a ten-minute period) of 90 dB(A) when measured 20 metres from the source;
- 4.2.3.5. Where the sound level exceeds 90 dB(A), the applicant shall comply with any request made by a police officer or a By-Law Enforcement Officer with respect to the volume of sound from the equipment to ensure compliance with Subsection 4.2.3.2;
- 4.2.3.6. No sound equipment or Construction Equipment other than the equipment approved under the exemption permit shall be used by the applicant;
- 4.2.3.7. Each event or activity shall be restricted to the approved location; and
- 4.2.3.8. The permission granted shall be for the date and times for each event or activity as set out in the exemption permit.

4.2.4. Appeal.

- 4.2.4.1. Where the CAO refuses to grant an exemption permit under this subsection, the applicant shall be notified in writing and advised that they may appeal the CAO's decision to Town council by filing an appeal within five business days of the date of the notice at the address shown on the notice.
- 4.2.4.2. Town council shall hear the appeal at its next regular Council meeting and may issue or refuse an application for an exemption permit.

- 4.2.4.3. If Town council issues an exemption permit, the exemption permit is subject to the conditions set out in Subsection 4.2.3, unless Town council provides otherwise, and to any other conditions respecting health, safety and nuisance as Town council considers advisable.
- 4.2.5. Where an application for an exemption permit is made for continuous concrete pouring or large crane work, only Subsections 4.2.1, 4.2.2, and 4.2.6 apply and the CAO may issue the exemption permit subject to the conditions in Subsections 4.2.3.1, 4.2.3.2, 4.2.3.7 and the conditions that:
  - 4.2.5.1. The permission granted shall be for the date and times for each event or activity as set out in the exemption permit with overnight events or activities discouraged; and
  - 4.2.5.2. Notice for Continuous Concrete Pouring and Large Crane Work shall be distributed to all residents and building owners located within a 120 metre radius of the activity at least seven days prior to such event or activity.
- 4.2.6. The CAO may revoke an exemption permit, with or without notice, if there is non-compliance with any of the conditions of the exemption permit.

## **5. OFFENCES, ENTRY TO INSPECT, ORDERS, REMEDIAL ACTION AND TRANSITION**

### **5.1. Offences.**

- 5.1.1. Every person who contravenes any provision of this By-Law is guilty of an offence and on conviction is liable to a penalty of:
  - 5.1.1.1. not less than two hundred dollars (\$200.00) for a first offence;
  - 5.1.1.2. not less than four hundred dollars (\$400.00) for a second offence; and
  - 5.1.1.3. not less than nine hundred dollars (\$900.00) for a third and subsequent offence.
- 5.1.2. Every person who fails to comply with an exemption permit issued or an order made under this By-Law is guilty of an offence and on conviction is liable to a penalty of:
  - 5.1.2.1. not less than two hundred dollars (\$200.00) for a first offence;
  - 5.1.2.2. not less than four hundred dollars (\$400.00) for a second offence; and
  - 5.1.2.3. not less than nine hundred dollars (\$900.00) for a third and subsequent offence.

5.1.3. In addition to a fine or fines provided for in this subsection, every person who gains an economic advantage from contravening this By-Law shall be liable to a special fine in an amount equal to the fair market value of the economic advantage obtained from the noncompliance.

5.1.4. In addition to offences referred to in Subsections 5.1.1, 5.1.2, and 5.1.3, every person is guilty of an offence under this By-Law who:

5.1.4.1. Hinders or obstructs or attempts to hinder or obstruct any person exercising a power or performing a duty under this By-Law; or

5.1.4.2. Knowingly makes, participates in, assents to or acquiesces in the provision of false information in a statement, affidavit, application or other document prepared, submitted or filed under this By-Law.

5.1.5. Where a corporation contravenes any provision of this By-Law, every director or officer who concurs in such contravention is guilty of an offence and on conviction is liable to a penalty of:

5.1.5.1. not less than two hundred dollars (\$200.00) for a first offence;

5.1.5.2. not less than four hundred dollars (\$400.00) for a second offence; and

5.1.5.3. not less than nine hundred dollars (\$900.00) for a third and subsequent offence.

5.1.6. Where a corporation fails to comply with an exemption permit issued or an order made under this By-Law, every director or officer who concurs in such contravention is guilty of an offence and on conviction is liable to a penalty of:

5.1.6.1. not less than two hundred dollars (\$200.00) for a first offence;

5.1.6.2. not less than four hundred dollars (\$400.00) for a second offence; and

5.1.6.3. not less than nine hundred dollars (\$900.00) for a third and subsequent offence.

5.1.7. Every day during which an offence pursuant to this By-Law continues is a separate offence.

## 5.2. **Orders to comply.**

5.2.1. A By-Law Enforcement Officer who finds a contravention of this By-Law may make one or more orders requiring discontinuance of the contravening activity or to do work to correct the contravention.

- 5.2.2. The order may be served personally on the person to whom it is directed or by registered mail to the last known address of that person, in which case it shall be deemed to have been given on the third day after it is mailed.
- 5.2.3. If there is evidence that the occupant of the land is not the Property owner, the notice shall be served on both the Property owner and the occupant of the land.
- 5.2.4. If the address of the Property owner is unknown, the Town is unable to effect service on the Property owner or occupant of the land under Subsection 5.2.2, or the delay necessary to give an order would result in circumstances that endanger the health or safety of any person or similarly serious consequences, a placard stating the terms of the order and placed in a conspicuous place upon land on or near the Property shall be deemed to be sufficient notice to the Property owner or the occupant of the land.

**5.3. Remedial action.**

- 5.3.1. If a person fails to comply with an order to do work to correct a contravention under this By-Law, the CAO, or persons acting upon their instructions, may enter the lands at any reasonable time for the purposes of doing the things described in the order at the expense of the person responsible for the contravention, and such expense shall be a first lien on the lands.

**6. REPEAL**

- 6.1. Chapter 102 Noise By-Law, including any amendments thereto, is repealed.

**Clerk's Annotation for Official By-Law Book**

Date of first reading:

Date of advertisement of Notice of Intent to Consider:

Date of second reading:

\*Date of advertisement of Passage of By-Law:

Date of mailing to Minister a certified copy of By-Law:

I certify that this Noise By-law was adopted by Council and published as indicated above.

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date

\*Effective Date of the By-law unless otherwise specified in the By-law



20 July 2022

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

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

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**RE: Heritage Bylaw**

**Recommendations:**

- I want to thank staff for their work on the bylaw provided to council for review.
- The Heritage Bylaw should be designed to honour and protect the built heritage in our Town.
- The first step should be to hold this draft bylaw in abeyance and a Heritage Committee should be established immediately.
- It should be composed of local experts, including historians, architects, and long-time residents. No less than six citizens, not necessarily from Kentville if they bring a specific expertise.
- They should be tasked:
  - to review the inventory of buildings, landmarks, and streetscapes;
  - establish a scoring mechanism; and
  - draft a bylaw that encompasses the necessary elements to protect our built heritage.

Kindest Regards

Sandra Snow, Mayor  
Town of Kentville



# **Town of Kentville By-Law**

## **Chapter XX**

### **Board of Police Commissioners**

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This By-law, legislated by the *Police Act*, and the *Police Act itself* should be referenced for questions concerning the terminology, clarification, and full administration of the Kentville Board of Police Commissioners By-law.

#### **DEFINITIONS**

1. In this Bylaw:

- (a) “Board” means the Board of Police Commissioners for the Town of Kentville;
- (b) “Chief” means the Chief of the Kentville Police Service;
- (c) “Chief Administrative Officer (CAO)” means the Chief Administrative Officer of the Town of Kentville;
- (d) “Council” means the Town Council of the Town of Kentville;
- (e) “Member” means a member of the Board of Police Commissioners;
- (f) “Police Act” means the Police Act RSNS2004 c.31 as amended and the regulations made thereunder;
- (g) “Town” mean the Town of Kentville.

#### **POWERS**

- 2. The Board shall comply with the provisions of the Police Act RSNS 2004 c.31 and Police Regulations Part III para. 76 to 79 setting out its powers and obligations and include the oath of office. The relevant sections of such legislation and regulations pursuant thereto, including amendment or substitutions, shall be supplied to each member of the Board.

#### **COMPOSITION OF THE BOARD**

- 3. The Board shall consist of five (5) members.
- 4. The members shall be appointed as follows:
  - a. Two (2) members of Council are appointed by resolution of Council. The Council appointments shall take effect after the first Council meeting in November of each calendar year.

- b. Two (2) residents appointed by resolution of Council, who are neither members of council nor employees of the Town of Kentville. Appointments shall take effect after the first Council meeting in November of each calendar year
  - c. One (1) member appointed by the Minister of Justice of the Province of Nova Scotia.
5. All subsequent appointments of resident members shall follow the Towns policy G57 sec. 4.2.
6. The Board shall at its first meeting in each year, elect a Chair and Vice Chair.

#### **BOARD AUTHORITY/GOVERNANCE**

7. The Board shall have all the powers and duties granted pursuant to the provisions of The Police Act and responsibilities as per regulations.
8. The Chief of Police or their designate shall give all necessary orders, directions and instructions to the policing service.

#### **MEETINGS**

9. Regular public meetings of the Board will be held in Council Chambers at Town Hall on the second Friday of each month, commencing at 1:00 pm monthly (except the month of August and December). The board may meet at another time or location if advertised with seventy-two (72) hours' notice. Special meetings fall under the Towns G57 policy.
10. A majority of members constitutes a quorum (*three (3) members in attendance for a quorum*).
11. The Board may meet *in-camera* at any time with notice by the Chair to all the committee and with unanimous consent of all members, concerning all matters relating to discipline, personnel conduct, contract negotiations and security of police operations. A member of the Board or any person in attendance at an "in-camera" meeting shall not disclose any item or information of a confidential nature that is discussed at the meeting. All in camera meetings will have recorded minutes outlining direction received in camera.
12. The Chief of Police or their designate shall, whenever requested by the Chair of the Board, attend meetings of the Board, whether public or *in-camera*.

13. The Chief of Police or Chief Administrative Officer (CAO) shall designate a Secretary to the Board who shall have charge of all minutes, records and accounting procedures to be followed and maintained by the Board.

#### **FISCAL MATTERS**

14. The Board shall be required to submit to Council its recommendations with respect to all financial and budgeting matters related to the administration of the policing service before the end of February each year.
15. The Town shall be the employer of all members and staff of the policing services and all collective agreements or other agreements with the members and staff of the policing service or their bargaining agent shall be contracted in the name of the Town.
16. The Chief Administrative Officer and the Chief of Police shall be members of any committee appointed for the purpose of contract negotiations with members of the Town's police force.
17. All capital equipment proposed to be purchased by the Board, not provided for in its budget as approved by Council, shall be submitted to the Council, together with the written recommendation of the Board for purchase consideration.
18. Each member of the Board is entitled to reimbursement of reasonable expenses actually incurred on the business of the Board (including training) as per the expense reimbursement policy of the Town of Kentville.

#### **PURCHASING POLICY**

19. Purchases made by the Board shall apply the procedures set out in the Town of Kentville Purchasing Policy.

#### **REPEAL**

20. Upon approval by Council of this bylaw, the Bylaw known as the Town of Kentville Bylaw Chapter 82 Board of Police Commissioners as adopted by Town Council on the 3<sup>rd</sup> day of November 2009, is hereby repealed.

#### **ENFORCEMENT**

21. This Bylaw shall come into force and legal effect upon receiving the approval of the Minister of Justice of Nova Scotia as per Section 55(2) of the Police Act.

**Clerk's Annotation for Official By-Law Book**

Date of first reading:

Date of advertisement of Notice of Intent to Consider:

Date of second reading:

\*Date of advertisement of Passage of By-Law:

Date of mailing to Minister a certified copy of By-Law:

I certify that this Board of Police Commissioners Bylaw – Chapter XX was adopted by Council and published as indicated above.

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**Chief Administrative Officer, Dan Troke**

**\*Effective Date of the By-Law unless otherwise specified in the By-Law**



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Chief Administrative Officer  
Dan Troke  
354 Main Street  
Kentville, NS  
B4N 1K6

902-679-2501  
dtroke@kentville.ca

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July 25, 2022

RE: Kings County Community Food Council

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At the July 11, 2022 meeting of Council Advisory Committee (CAC), Becca Green-LaPierre and Heather Morse from the Kings County Community Food Council gave a presentation about healthy foods in schools. They asked that Council endorse their initiative. The Food Council is a member of the Coalition for Healthy School Food- a network of over 190 members across Canada advocating for a universal cost-shared healthy Canada-wide school program. In Nova Scotia, the Towns of Berwick, Wolfville and Annapolis Royal and the Municipalities of Kings and Halifax, as well as 25 community health boards and a number of non-profit groups, have endorsed the Coalition for Healthy School Food. The Food Council has been a strong supporter of the Kings County Academy transition from a contracted food service provider to a parent teacher association-run cafeteria.

At the June meeting of CAC, the Kings County Community Food Council asked the Town of Kentville to endorse the Coalition for Healthy School Food. By signing up as an endorser (<https://www.healthyschoolfood.ca/>), the Town will add its support for this important national initiative.

Dan Troke  
Chief Administrative Officer  
Town of Kentville

# Councilor Report

## Kentville Town Council

**Name:** Paula Huntley

**Date:** July 20/22

**Date of Last Council Meeting Attended:** June 27/22

**Date of Last Council Advisory Meeting Attended:** June 13/22

### Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
July 4/22	Diversity Kings County	Diversity talks/pride month, equity, inclusion & inclusion terms, public mural project,
July 20/22	Valley REN LOC	Final core budget, business plan, IMSA working group, board of chairs update
July 20/22	Kings Point to Point	New business-new location for KPPT, Office staff update



# Councilor Report

## Kentville Town Council

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### Town of Kentville Event Attendance and Synopsis

#### Conference Attendance and Synopsis

#### Committee Meeting Synopsis – Completed by Committee Representative only

Detail	Synopsis		
Committee Name		Meeting Date:	
Meeting Highlights			
Budget:			
New Projects:			
Policy Changes:			
	<b>OTHER LEARNINGS/COMMUNICATION</b>		
June 29/22	FCM-Municipal Leaders Forum		
June 29/22	Flower Cart AGM		
June 30/22	Meeting with Mentoring Strategy team & CBDC re: CBDC		
July 4/22	Meeting with Councillor Jim Winsor /Kings County-Housing, REN LOC,		
July 13/22	Brain Injury Board Meeting		
July 14/22	NS Federation of Agricultural Webinar-Labor market inventory reports		

# Councilor Report

## Kentville Town Council

July 14/22	Community Health Boards Webinar
July 17/22	Brain Injury NS -AGM
July 19/22	Resident on Housing
June 29/22	Employment Development Strategist /employment NS meet
July 14/22	Meeting with Manager of Municipal Affairs Relations & Community Outreach – Housing discussion
July 2022	Correspondence from 8 residents, 3 one on one meetings, & 2 letters.
TOTAL FOR MONTH:	3 committee meetings based on economic development, public transportation door 2 door, Diversity 11 other meets- housing, health care, agriculture, non profits, & economic growth

# Councilor Report

## Kentville Town Council

**Name:** Cathy Maxwell

**Date:** July 19/22

**Date of Last Council Meeting Attended:** June 27/22

**Date of Last Council Advisory Meeting Attended:** July 11/22

**Date of Last Governance Session Attended:**

### Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
June 27/22	Police Commission	See attached Report
July 8/22	Inclusion and Accessibility Advisory Committee	See attached Report

### Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
July 7/22	Oakdene Park Concert	Good turnout and nice evening for those listening to Happy Always.

### Committee Meeting Synopsis – Completed by Committee Representative only

Detail	Synopsis		
<b>Committee Name</b>	The Bylaw is in the hands of Council and hopefully this will get passed soon.	<b>Meeting Date:</b>	June 27/22
<b>Police Commission</b>	The Town Hall Meeting has been pushed to the Fall.		



# Councilor Report

## Kentville Town Council

	<p>A BBQ for the members will be held once a year and the date will be sent out soon.</p> <p>Apple Blossom went well. Lots of help from Annapolis, and 2 from Halifax. Weather may have played a role in keeping issues low.</p> <p>A few organizational hic ups but those will be worked out for next year.</p> <p>Approximate cost to our force is approx. \$9,000 (food, overtime etc)</p> <p>Discussed the Chiefs evaluation process</p> <p>Electronic ticketing was discussed.</p>		
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### Committee Meeting Synopsis – Completed by Committee Representative only

<b>Detail</b>	<b>Synopsis</b>		
<p><b>Committee Name</b></p> <p><b>Inclusion and Access Advisory Committee</b></p>	<p>Kirsten has presented to the town hall internal committee on the Rick Hanson Foundation Certification Standards. Next step is to evaluate Town Hall.</p> <p>Rachel our Recreation Director and Grayson met with Mary Swetnam concerning how to help marginalized groups access recreation services. They are</p>	<p><b>Meeting Date:</b></p>	<p>July 8 /22</p>



# Councilor Report

## Kentville Town Council

	<p>also looking at updating the Recreation for all Policy.</p> <p>Looking at other communities' engagement policies to help formulate ours.</p> <p>Grayson will do his presentation on inclusive language to town hall staff, and I am hoping all Council members will join in!</p> <p>Had a fantastic presentation by Michael Getchell from Kings Transit. He explained how the system is working and what needs to be done to modernize it. This modernization will hopefully make the system more user friendly and encourage more citizens to take the bus!</p>		
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# COUNCILOR REPORT

## KENTVILLE TOWN COUNCIL

**Name:** Cate Savage

**Date:** July 20 2022

**Date of Last Council Meeting Attended:** June 27<sup>th</sup>

**Date of Last Council Advisory Meeting Attended:** July 11<sup>th</sup>

### COMMITTEE MEETING ATTENDANCE AND SYNOPSIS

	Committee	Synopsis
July 8 <sup>th</sup>	<b>Kentville Inclusion and Access Advisory Committee</b>	<ul style="list-style-type: none"> <li>- Town Hall Update</li> <li>- Kings Transit Michael G did an update on KTA and what they are doing to accommodate folks with differences</li> <li>- This committee is committed to it's work and I find at each meetings I learn more and more about inclusion and accessibility. The town and staff should be commended for the work they are doing to make Kentville a welcoming community.</li> </ul>
July 11 <sup>th</sup>	<b>Audit Committee Meeting</b>	<p>The auditor was quite pleased with the 2021 2022 year end.</p> <p>He confirmed and reiterated that council are the stewards of the towns money and that we have been very transparent in all aspects of the financials.</p> <p>We have an excellent liquidity ratio 3.2 which will generate us positive (green) FCI's ...</p> <p>We had an overall surplus just under 600,000.</p>

# COUNCILOR REPORT

## KENTVILLE TOWN COUNCIL

		<p>We are enjoying a growing tax base year over year which is encouraging.</p> <p>The tax rate as a percentage of annual median income is low which is helpful to our community at large.</p>
July 3th	<b>IAC</b>	<p>\$13,480,000 MV of the fund</p> <p>Our money weighted average net is -4.9 against the balanced income CAD of -11.38</p> <p>In spite of the fact we have a revised IPS we are only dipping our toes into the water at this point with PH&amp;N and PIMCO but rather we are starting conversations around a bond type ladder approach which would both preserve our capital while growing the portfolio at a modest rate ...more to come on that...</p>
July 14 <sup>th</sup>	<b>KBC</b>	<ul style="list-style-type: none"> <li>- New agreement with KBC – let’s look at what that looks like now – some discussion on moving forward with an escalation type agreement.</li> <li>- Promotions update</li> <li>- Mural Festival</li> <li>- Comfort Station location</li> <li>- Media Campaign</li> </ul> <p>KBC has their finger on the pulse of our business community and I couldn’t be more pleased with the progress they are making</p>
July 18 <sup>th</sup>	<b>REMO</b>	<ul style="list-style-type: none"> <li>- REMAC committee Membership Update</li> <li>- Mutual Aid Agreements</li> </ul>

# COUNCILOR REPORT

## KENTVILLE TOWN COUNCIL

		<ul style="list-style-type: none"> <li>- COVID 19 update</li> <li>- Hurricane update for the 2022 season</li> <li>- VPR</li> <li>- REMO Social Media</li> <li>- Training and exercises</li> </ul>
July 20 <sup>th</sup>	<b>KWC and SWP</b>	<p>Updates from David Bell on both committees</p> <p>Well Field Reports</p> <p>Water Report</p> <p>Planning Report – NIL</p> <p>Review of the SWP Plan</p> <hr/> <p>Financial Report on the operating fund – everything on par.</p> <p>New well – tenders going out soon – 8<sup>th</sup> well that will provide for future growth and more capacity</p> <p>Replacement of the business part tank – expect to secure the spot in the near future</p>

# COUNCILOR REPORT

## KENTVILLE TOWN COUNCIL

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### TOWN OF KENTVILLE EVENT ATTENDANCE AND SYNOPSIS

Date	Event/Conference	Synopsis

### MISC EVENTS

June 23 <sup>rd</sup>	REN AGM
June 24 <sup>th</sup>	Meeting with a Kentville citizen
July 16 <sup>th</sup>	Correspondence from Citizen Cyril White

### EXPENSES

This month	Year to Date

# COUNCILOR REPORT

## KENTVILLE TOWN COUNCIL

**Name:** Gillian Yorke

**Date:** July 25th, 2022

**Date of Last Council Meeting Attended:** June 27th, 2022

**Date of Last Council Advisory Meeting Attended:** July 11th, 2022

### Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
July 13 <sup>th</sup> , 2022	Regional Recreation Facility	Met with Director Bedingfield, Parks and Recreation Manager Craig Langille and CAO Troke to discuss the draft report provided to the committee
July 20 <sup>th</sup> , 2022	Source Water	Regular quarterly meeting discussion around well fields

### Town of Kentville Event Attendance and Synopsis

Date	Event/Conference	Synopsis
July 18 <sup>th</sup> -22 <sup>nd</sup>	KBC Mural Festival	Prepping mural sites with the events committee

### Misc Events

Date	Synopsis
July 12 <sup>th</sup> , 2022	Leading in Uncertain Times: webinar with McGill University
July 12 <sup>th</sup> , 2022	Nonflict: The Art of Everyday Peacemaking webinar with McGill University

### Expenses

This month	Year to Date
n/a	

# COUNCILOR REPORT

## KENTVILLE TOWN COUNCIL

**Name:** Andrew Zebian

**Date:** July 19<sup>th</sup> 2022

**Date of Last Council Meeting Attended:** June 27<sup>th</sup>, 22

**Date of Last Council Advisory Meeting Attended:** July 11<sup>th</sup>, 22

### COMMITTEE MEETING ATTENDANCE AND SYNOPSIS

Date	Committee	Synopsis
July 4 <sup>th</sup> , 2022	<b>Diversity Kings</b>	Unable to attend
June 22 <sup>nd</sup> . 2022	<b>Joint Fire</b>	<p>As there were not enough voting members present, the meeting was discontinued at 4:49pm.</p> <p><u>Strategic Planning</u> continues to develop 5, 10, and 15-year Capital Strategic Plans.</p> <p><u>Radio Communications and Information Technology</u> – The upgrade to tablets is complete. Improvements with the mapping of incidents, reporting of both officers and engineers of the units on calls.</p> <p><u>Truck Replacement</u> – They have met with E-One and are waiting for the final specs for the replacement of Tanker 22. Once received, they will move forward with the replacement process of this unit.</p> <p><u>Building</u> – A representative from Firestone (roof manufacturer) here and they have found areas of concern with the installation of the new roof. They believe that any issues are related to the build up of snow and formation of ice on the roof.</p>



# COUNCILOR REPORT

## KENTVILLE TOWN COUNCIL

July 11/22	<b>Audit Committee</b>	Met with the Audit Committee to discuss the annual financial report. There was some questions brought forward about disclosing notes explaining legal fees. These notes tell how funds were spent and for what purpose. It was advised by our auditor that transparency is important and that the public has the right to know information and that we should leave the notes as is. I thank Director Crowell and our Finance Dept for their dedication and hard work.

### TOWN OF KENTVILLE EVENT ATTENDANCE AND SYNOPSIS

Date	Event/Conference	Synopsis

### MISC EVENTS

Date	Synopsis
July 2022	Many emails/phone calls and visits with Citizens continue.

### EXPENSES

This month	Year to Date
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**COUNCILOR REPORT**  
**KENTVILLE TOWN COUNCIL**

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# Councilor Report

## Kentville Town Council

**Name:** Sandra Snow

**Date:** 20 July 22

**Date of Last Council Meeting Attended:** 27 July 22

**Date of Last Council Advisory Meeting Attended:** 11 July 22

### Committee Meeting Attendance and Synopsis

Date	Committee	Synopsis
23 June 22	VREN	Valley REN held its AGM at the Cineplex
23 June 22	Quality of Life	Update on progress to date and plans for new LLT members in the fall
24 June 22	Municipal Finance Corp	Regular Board meeting and Annual General Meeting
27 June 22	Police Commission	Alternate for Councillor Yorke
27 June 22	Council Meeting	AT update Police Commission Bylaw TBR – Capital Projects MacDonald Ave Construction Sched Sewer budgets – operations/capital PACE FCM Committee request - Huntley
29 June 22	Regional Sewer Committee	Alternate for Deputy Mayor Savage
30 June 22	VREN	Regional Economic Strategy meeting
5 July 22	NSFM Board	Special Board meeting to discuss bylaw changes for the reorganization
11 July 22	Audit Committee	See below
11 Jul 22	CAC	AVTC Presentation Kings County Community Food Council Heritage Bylaw EV charging stn G70 Meeting Policy Tidal Power Street Naming Policy Grants

# Councilor Report

## Kentville Town Council

		Mentoring Plus report Regrets for Sep CAC - Snow
12 July 22	MFC	Special Board Meeting
13 July 22	Investment Committee	Fund at 8 June 22 \$13,893,629 Fund at 11 July 22 \$13,553,454
15 July 22	Valley REAP	Update on Boston trip and funding request
20 July 22	Housing Roundtable	Hosted by MP Kody Blois and Minister Hussen
20 July 22	Source Water Protection Committee	See below
22 July 22	Water Commission	See below

### Town of Kentville Event Attendance and Synopsis

Date	Event	Synopsis
29 June 22	KCA	Bring greetings from Town of Kentville for KCA Grade 8 graduation
30 June 22	KCA – Mrs DeAdder’s Class	Last day of school. Present my homework of the alphabet backwards on video.
7 July 22	ACOA	Provided a tour of Downtown Kentville to ACOA Vice President Chuck Maillet and local EDO Kyla Pierik

### Conference Attendance and Synopsis

Date	Conference	Synopsis
22 June 22	Provincial Housing	Zoom presentation on housing

### Committee Meeting Synopsis – Completed by Committee Representative only

Detail	Synopsis		
Committee Name	Source Water Protection	Meeting Date:	20 July 22
Meeting Highlights:	Well Field Reports – David Bell		



# Councilor Report

## Kentville Town Council

	Water Report – David Bell Planning Reports – Director Gentleman Review of Source Water Protection Plan		
<b>Budget:</b>	N/A		
<b>New Projects:</b>	New wells will require a review of current SWP plan and will in turn affect the Land Use Bylaw		
<b>Policy Changes:</b>	On-going use of Magee Lake for non-motorized crafts and swimming		
<b>Committee Name</b>	<b>Water Commission</b>	<b>Meeting Date:</b>	20 July 22
<b>Meeting Highlights:</b>	Operational Updates: Financial Engineering Update		
<b>Budget:</b>	N/A		
<b>New Projects:</b>	New wells and holding talks		
<b>Policy Changes:</b>	No changes		
<b>Committee Name</b>	<b>Audit Committee</b>	<b>Meeting Date:</b>	11 July 22
<b>Meeting Highlights:</b>	Presentation of draft Financial Statements by auditor Andy Forse Recommendations to Council		
<b>Budget:</b>	N/A		
<b>New Projects:</b>	N/A		
<b>Policy Changes:</b>	N/A		

# Councilor Report

## Kentville Town Council

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### Misc Events

Date	Synopsis
22 June 22	King's County Pride Summit – guest speakers



11 July 2022

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

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

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RE: Town of Kentville Audit Committee Members

The Town of Kentville audit was conducted by the firm of Kent and Duffett Chartered Professional Accountants during the months of May and June 2022.

The Town of Kentville council has committed to an Audit Committee composed of three members of council and two members of the public as recommended by the JMAT report:

Three members of council were appointed in November 2021 for 2021-2022:

Mayor Sandra Snow (Chair - voting);  
Deputy Mayor Cate Savage (voting); and  
Councillor Andrew Zebian (voting).

One member of the public was appointed in June 2021:

Ms Susan MacDougall. (voting).

One member of the public was appointed in June 2022:

Mr Jim Noonan. (voting).

Two members of Staff:

Ms Deb Crowell, Director of Finance; and  
Mr Dan Troke, Chief Administrative Officer.

The Audit Committee met on 11 July 2022, to discuss the results and conduct of the audit with Mr Andy Forse. We were provided with a draft copy of the audit statements. Committee members were provided with additional time to review the package prior to making a recommendation to council.

The Audit Committee recommendations are as follows: **it is recommended that the council accept the 2021-2022 audit report and documentation as presented.**

The firm of Kent and Duffett Chartered Professional Accountants competed and were awarded a five-year auditing services contract with the Town of Kentville in 2019.

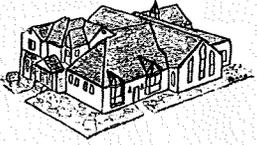
The Audit Committee **recommends that the Town of Kentville reappoint the firm of Kent and Duffett Chartered Professional Accountants to provide audit services for the year 2022/2023. The firm was previously selected and approved for a five-year contract with the Town of Kentville. Re-appointment occurs annually as a matter of form.**

As per G57 Committees of Council Policy: **It is also recommended that the council appoint the following citizen committee voting members to the 2022/2023 Audit Committee:**

**Ms Susan MacDougall; and  
Mr Jim Noonan.**

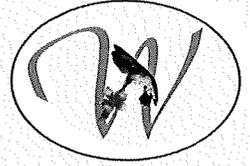


Sandra Snow  
Mayor



*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*



July 16, 2022

Town of Kentville  
354 Main Street  
Kentville, NS B4N 1K6

Mayor Sandra Snow  
Deputy Mayor and Councillor Catherine Savage  
Councillor Cathy Maxwell  
Councillor Gillian Yorke  
Councillor Andrew Zebian  
Councillor Paula Huntley  
Councillor Craig Gerrard  
Town Clerk Dan Troke  
Town Solicitor Geoff Muttart

Thank you to the Councillors who responded in writing and supplied me with a copy of Policy G70 as per my request in my correspondence of June, 2022. Neither Mayor Snow nor Town Clerk Troke acknowledged or responded to my correspondence. I will follow up my June correspondence questions in the future, following your month of August recess. I want to make it clear that any and all words written, past, present and future, in all of my correspondence are my words and thoughts only. I am not influenced by the thoughts and words of others.

I am aware that Policy G70 has been under review since this past February and changes are presently being pursued. Thank you to Councillor Gerrard for supporting that as per the author's request, written correspondence is to be read in full. If this letter appears on the agenda of Monday, July 18, 2022 under correspondence, I ask that it be read in its entirety. However, if it is going to be summarized (censored), I wish for it to appear as part of public comments (in

written form) and read in its entirety. Thanks to Councillor Zebian for reading my letters at the Council meeting in June, 2022. There are no Code of Conduct issues or Conflict of Interest issues in this letter so perhaps any Councillor will take the initiative to read my public comments during your report time at the Monday, July 18, 2022 Council meeting.

At the C.A.C meeting of July, 2022, the Mayor or Councillors did not make verbal public comments on the tragic fire that Jason's Independent Grocery Store suffered on July 1, 2022. There was no verbal public acknowledgement of the tragedy or any verbal public moral support offered by the Mayor or Council to Jason and his team. This is disappointing. Perhaps some councillors and the Town recognized the loss on a form of social media. However, as a citizen of the Town of Kentville, I know Jason has many loyal customers and all will be returning to support him and his team upon reopening. I also wish to express my own personal appreciation to the volunteers of the Kentville Volunteer Fire Department and the Mutual Aid volunteers who worked diligently, risking their health and lives, to suppress the fire. This applies to any and all fire and emergency situations they attend. These volunteers deserve much public recognition.

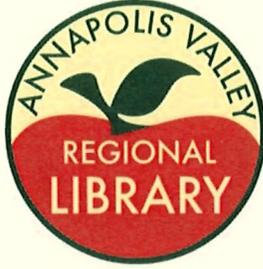
In closing, I urge all citizens of the Town of Kentville to pay attention to the present administration of the affairs of the Town of Kentville.

Thank you.

Yours truly,



Cyril White



## Annapolis Valley Regional Library

P.O. Box 510 236 Commercial Street Berwick, NS B0P 1E0

Phone 1-866-922-0229

www.valleylibrary.ca email: administration@valleylibrary.ca

July 14, 2022

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

Dear Mayor Sandra Snow,

I am pleased to present you with the **Annapolis Valley Regional Library Annual Report: April 1, 2021 – March 31, 2022.**

As the report indicates, AVRL continues to have a positive impact on the communities we serve. Our libraries have been instrumental in delivering not only books and other informational items, but Covid-19 test kits, and cultural opportunities as well.

I would be more than willing to attend a Council meeting to present this information in person, and to answer any questions you might have about the services that AVRL delivers to your constituents.

I hope that you enjoy perusing it.

Kindest regards,

A handwritten signature in black ink that reads "Angela J. Reynolds".

Angela J. Reynolds

Acting Chief Executive Officer

(902) 538-2665 ext. 1102