



TOWN OF KENTVILLE
COUNCIL ADVISORY COMMITTEE
Meeting Minutes: April 11, 2023
Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held in person in Town Hall and was livestreamed to Facebook and YouTube with closed captioning.

1. The meeting opened with a land acknowledgement.

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

2. PRESENT

Council:

- Deputy Mayor Cate Savage
- Councillor Craig Gerrard
- Councillor Paula Huntley
- Councillor Cathy Maxwell
- Councillor Gillian Yorke
- Councillor Andrew Zebian

Staff:

- Dan Troke, Chief Administrative Officer
- Rachel Bedingfield, Director of Parks and Recreation
- David Bell, Director of Engineering
- Kirsten Duncan, Planning Technician
- Wanda Matthews, Director of Finance
- Jennifer West, Recording Secretary
- Geoff Muttart, Solicitor

REGRETS

Mayor Sandra Snow

DECLARATIONS OF CONFLICT OF INTEREST

None.

3. APPROVAL OF THE AGENDA

Removal, 6.b.2, Land Use Bylaw Amendment

It was moved that the agenda for the Council Advisory Committee meeting of April 11, 2023 as amended.

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MOTION CARRIED

4. APPROVAL OF THE MINUTES

(a) Council Advisory Committee, Meeting Minutes, March 13, 2023.

It was moved that the minutes from the Council Advisory Committee meeting held on March 13, 2023 be approved.

MOTION CARRIED

5. PRESENTATIONS

(a) Annapolis Valley Regional Libraries – Julia Merritt

Executive Director Julia Merritt gave a presentation on the regional library programs, events and collections. She reviewed her experience in the library sector in the Toronto system and also in rural libraries. She introduced the Same Page project, where regional libraries can now share between regional library systems in Nova Scotia.

Presentation available

(b) Valley Community Learning Association – Community Suppers

Judy Lipp gave a presentation on the past year of community suppers in Kentville- a free meal for all who are hungry for food or friendship. The suppers are a regular event open to everyone in the community and have been running for one year.

Presentation available

6. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

(1) Directors Report and Projection Report

Director Wanda Matthews presented the report for the period ending March 31, 2023. To this date, overall 100% of the revenue should be recorded. Expenditures are slightly under budget at 99.3%. Audit work has begun and the committee will launch in the coming weeks. The 2023-2024 budgets are being built and will be presented to Council in the coming weeks as well.

See report for more information.

Discussion:

- Council asked if the increase in property valuation been calculated.
- Council asked about the overage in the Conventions and Travel account.

(b) Planning and Development

(1) Staff Report

Planning Technician Kirsten Duncan presented the planning report for March 2023. Highlights included a building valuation of \$3,018,660 for the year thus far, Canada Cup event preparations, Acadia Community Development Students project, hiring for the Visitor Information Centre and preparations for the Multicultural Festival.

See report for more information.

(2) Removed from agenda

(3) Land Use Bylaw Zoning Map Amendment of PID 55247761

Planning Technician Kirsten Duncan presented the report outlining an application from Brighter Community Planning and Consulting on behalf of the property owner Mitch Brison to rezone a vacant parcel of land. This report was a response to some questions from Council from the March 2023 Council Advisory Committee meeting.

See report for more information.

Discussion

- Council would like any additional information from the Centre for Education regarding expanding the school system at KCA and ensuring that the Town will not have to cover any costs.

Council received the report and will consider it at the April 27 2023 meeting for First Reading.

(c) Parks and Recreation

(1) Director's Report

Director Bedingfield presented her report for March 2023. Some of the highlights included a Homeless No More initiative, the Spike Fund, the town's Anti-Discrimination and Anti-Racism Policy, and the Recreation for All Policy.

See report for more information.

(d) Police Report

(1) Chief's Report

Police Chief Jim Butler presented the police commission report, which included a Board of Police Commissioners meeting, and meetings with the Nova Scotia Chiefs.

See report for more information.

(e) Engineering and Public Works

(1) Director's Report

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Director Bell submitted his report for March 2023. Some of the highlights included budgets for each department, and activities at Canaan Avenue to address a slope failure.

See report for more information.

Discussion

- Council requested that the Canaan Avenue investigation report be shared with them when it is released, with recommendations for solutions such as a retaining wall.
- Review of town and industry standards for stormwater management and road construction.

(f) Administration

(1) Chief Administrative Officer's Report

CAO Dan Troke submitted his report for February 2023. Highlights included the setting up the Property Assessed Clean Energy (PACE) program, a staff engagement plan, development of the renaming committee, and receiving applications for the grants to community program.

See report for more information.

Discussion

- Council made a request for more detailed information about the energy costs incurred by the electric car charging station at the Kentville arena.

(2) Communications Team Livestreaming Report

CAO Dan Troke reviewed the communication team memo outlining a change in how council meetings are streamed online. Starting at the April 24 meeting of Council, staff will livestream to YouTube and no longer livestream to the Facebook platform.

See report for more information.

7. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) Committees of Council Policy

CAO Troke reviewed the Committees of Council policy, and the need to update committees outlined in this policy, and some minor administrative edits.

See report for more information.

Discussion

- Council has concerns about including the Student Bursary Committee in this policy statement.

It was moved by Councillor Paula Huntley and Councillor Craig Gerrard

That Council Advisory Committee recommend

To the April 24, 2023 meeting of Council

That Council review and approve the attached revisions to policy statement G57 to include sections on the Heritage Committee, Student Bursary Committee and the Planning Advisory Committee.

Amendment,

That each of these items be addressed separately in this motion

It was moved by Councillor Cathy Maxwell and Councillor Gillian Yorke

That Council Advisory Committee recommend

To the April 24, 2023 meeting of Council

That Council review and approve the attached revisions to policy statement G57 to include a section on the Heritage Committee.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Yorke and Zebian

It was moved by Councillor Gillian Yorke and Councillor Cathy Maxwell

That Council Advisory Committee recommend

To the April 24, 2023 meeting of Council

That Council review and approve the attached revisions to policy statement G57 to include a section on the Student Bursary Committee.

MOTION FAILED

Councillors who voted against this motion:

Gerrard, Huntley, Maxwell, Savage, Yorke and Zebian

It was moved by Councillor Paula Huntley and Councillor Craig Gerrard

That Council Advisory Committee recommend

To the April 24, 2023 meeting of Council

That Council review and approve the attached revisions to policy statement G57 to include a section on the Planning Advisory Committee.

MOTION CARRIED

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

(b) Heritage Committee Council Appointment

CAO Troke explained the vacancy in the Heritage Committee and asked Council for an appointment. Deputy Mayor Cate Savage opened the floor to nominate a member to this committee. Councillor Andrew Zebian briefly described the mandate for this committee, which will meet monthly. Councillor Craig Gerrard nominated himself to this committee. Councillor Cathy Maxwell nominated herself to this committee. CAO Troke distributed ballots and a vote was held.

Councillor Cathy Maxwell was elected to sit on this committee.

See report for more information.

It was moved by Councillor Andrew Zebian and Councillor Paula Huntley

That Council Advisory Committee recommend

To the April 24, 2023 meeting of Council

That Council appoint Councillor Cathy Maxwell to sit on the Heritage Committee.

MOTION CARRIED

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

8. CORRESPONDENCE

(a) None.

9. NEW BUSINESS

(a) Physician Community Navigator Annual Report

CAO Troke presented the annual report from the Physician Community Navigator. Some highlights included community tours, new funding partnership and an annual conference. Councillor Paula Huntley sits on this committee and is encouraged by the work moving forward.

See report for more information.

(b) Kentville Fire Area Rate Application

CAO Troke described the area rate presented by the Kentville Volunteer Fire Department for \$0.0397 per \$100 of assessed value for all occupancies to which the rate applies, compared to last years rate of \$0.0378.

See report for more information.

It was moved by Councillor Craig Gerrard and Councillor Paula Huntley

That Council Advisory Committee recommend

To the April 24, 2023 meeting of Council

That Council accept the requested area rate for the Kentville Volunteer Fire Department.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Yorke and Zebian

(c) Request for Decision – Amenity Space

Councillor Zebian described the need for Council to consider waiving the downtown amenity space requirement in section 4.1.3 of the Land Use Bylaw in order to promote residential development and housing.

See report for more information.

It was moved by Councillor Paula Huntley and Councillor Cathy Maxwell

That Council direct the CAO to review the Land Use Bylaw on the matter of amenity space in section 4.1.3 in the Land Use Bylaw and that a staff report come back to Council at the July Council Advisory Committee meeting.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Yorke and Zebian

(d) Request for Decision – Kentville Recreation Complex

Councillor Andrew Zebian promoted the development of a recreation facility for skating, swimming and other activities, to be built in Kentville. Director Bedingfield will be bringing back a Facilities Condition report and this may contribute to this conversation.

See report for more information.

(e) Warranty Deed Amendment

CAO Troke outlined an application by Bill Denyar for a change to the warranty deed in his Kentville Business Park lot, which would see a slightly smaller building than originally proposed.

See report for more information.

It was moved by Councillor Craig Gerrard and Councillor Paula Huntley

That Council Advisory Committee recommend

To the April 24, 2023 meeting of Council

That Council approve the consideration in the reduction in building size and pavement area size as outlined in the request from Indoor Air Solutions.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Yorke and Zebian

10. PUBLIC COMMENTS

(a) Brent O'Connor

Recommendation that developers contribute funds to transit as a universal service or utility in the proposed rezoning application.

Concerns about Japanese Knotweed in town as a serious concern.

Support for town funds contributing to the Spike Fund.

(b) Jennifer Currie

Concerns about stormwater management in the proposed rezoning application during construction.

Concerns about flooding issues falling to neighbours to resolve.

Concerns about rooms and teacher availability at KCA relating to this development.

(c) Meghan Sabean

She has read the traffic study report and encourages others to read this report. A left turning lane is encouraged at Park and Acadia. Traffic flow should be considered across the entire proposed area. Service delivery may be impacted by this proposal, and should be considered. Concerns about viewing the proposal in a wholesome and long term manner.

(d) Bunny Bennett

Concerns with stormwater management in the proposed development, and events in the future like the 2019 flooding on Condon Avenue. There is nervousness around flooding and property damage from large rain events.

(e) Brian Fitzgerald

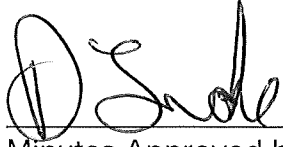
Brian is the owner of Paddy's Pub and appreciates Council's work. Concerns with the vacant rail lands downtown that could be used for housing, and other lands that could be used for a recreational centre.

Paddy's is the oldest craft brewer in Atlantic Canada. Asks Council to consider a small, licensed section at the Memorial Park field for baseball games.

11. ADJOURNMENT

There being no further business to discuss,
Council Advisory Committee adjourned at 9:29 p.m.

MOTION CARRIED

A handwritten signature in black ink, appearing to read "D. Troke", written over a horizontal line.

Minutes Approved by Town Clerk
Dan Troke

