



TOWN OF KENTVILLE COUNCIL MEETING

Meeting Minutes: September 25, 2023

Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held in Town Hall and was livestreamed on YouTube.
Mayor Snow gave a land acknowledgement for the week of Truth and Reconciliation

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 Acting Chief Administrative Officer Rachel Bedingfield, Solicitor Geoff Muttart, and Recording Secretary Jennifer West.

REGRETS

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

2. APPROVAL OF THE AGENDA

Addition: Request for Decision on Stormwater Management

Addition: Repairs and replacement for Kentville Historical Society building

a. Approval of Agenda

It was moved by Councillor Andrew Zebian and Councillor Craig Gerrard

That the agenda of September 25, 2023 be approved.

MOTION CARRIED

3. APPROVAL OF THE MINUTES

(a) Council meeting held on July 31, 2023

Council Meeting Minutes, September 25, 2023

Approved October 30, 2023

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It was moved that the minutes of the Council meeting on July 31, 2023 be approved.

MOTION CARRIED

(b) Special Council meeting held on September 7, 2023

It was moved that the minutes of the Special Council meeting on September 7, 2023 be approved.

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES

(a) Reappointment of Audit Committee Members

At the July meeting of Council, audit committee members were presented for reappointment. At that meeting, there was some discussion about terms and policies around existing members, and the motion to reappoint members was withdrawn with the intention of making the appointment recommendations in September. Solicitor Muttart reviewed the appointment process on committees.

Deputy Mayor Savage called point of order on Councillor Zebian, for inappropriate use of citizens being chosen over others.

Report available

(b) Renaming of Cornwallis Street

CAO Bedingfield presented the report from the Names List Committee regarding the proposed new name for Cornwallis Street. The Committee had several recommendations, to follow the Municipal Naming and Renaming Policy.

Report available

Discussion

- Concerns about some of the words on the Names List.

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

That Council direct the CAO to revise the Municipal Asset Naming and Renaming Policy by removing the word *Master*.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

It was moved by Councillor Gillian Yorke and Councillor Cathy Maxwell

That Council approve the renaming of Cornwallis Street to Bridge.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

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

That Council approve the proposed names list to be the Town Names List, and further that this list will be maintained by the Planning Technician.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Yorke and Zebian

Councillors who voted against this motion:

Snow

5. RECOMMENDATIONS AND REPORTS

(a) Council Advisory Committee Reports

(1) Temporary Borrowing Resolution, Kentville Water Commission

At the September 11, 2023 meeting of Council Advisory Committee, Director Matthews presented the report for the temporary borrowing resolution to support work along the Donald E. Hiltz Connector.

Report available

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

That Council approve the Temporary Borrowing Resolution for \$50,000 in support of the ICIP Donald E. Hiltz Connector.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(2) Temporary Borrowing Resolution, Withdrawal from Capital

At the September 11, 2023 meeting of Council Advisory Committee, Director Matthews presented the report for the temporary borrowing resolution to support various capital projects including Protective Services (building), Parks and Recreation (sport fields), Transportation (equipment, trails, streets and sewer).

Report available

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

That Council approve the temporary borrowing resolution for \$2,390,000 in support of Schedule A capital projects.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(3) Municipal Planning Strategy Amendment

At the September 11, 2023 meeting of Council Advisory Committee, Caroline Robertson from C+D Community Design is the Town's Planner and will be presenting reports and recommendations for the Town. Ms. Robertson reviewed options for Planning advisory committees and provided recommendations for updates to the municipal planning strategy.

Report available

It was moved by Councillor Gillian Yorke and Councillor Paula Huntley

That Council review of the proposed Municipal Planning Strategy policy recommendations and further, schedule a public participation meeting on November 13, 2023 at 5pm.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Maxwell, Savage, Snow, Yorke and Zebian

Councillors who voted against this motion:

Gerrard

(4) Rezoning Application

At the September 11, 2023 meeting of Council Advisory Committee, Planner Caroline Robertson outlined a proposal for a single detached dwelling in an R5 zone. To facilitate this construction, the deed holders wish to rezone a small section of the property to R1. The Municipal Planning Strategy policy will allow the remainder of the property to develop for more intensive uses. The location of the proposed parcel of land, adjacent to other R1 lots, makes this a good candidate for R1 rezoning.

Report available

It was moved by Councillor Gillian Yorke and Councillor Andrew Zebian

That Council approve first reading of the proposal to rezone lot 2023-238P showing the portion of lands conveyed to Stephen Healy and Patricia Healy, prepared by Dewolfe and Morse Surveying Ltd. being part of PID 55112999 from large-lot R5 zone to single-unit dwelling (R1) zone as outlined in the attached proposal.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(5) Deer Haven Greenspace

At the September 11, 2023 meeting of Council Advisory Committee, Director Bedingfield presented her report on the greenspace in Deer Haven, which was designed to act as a connector for wildlife and a conduit for runoff. Staff reached out to the residents through a public engagement session and a community survey about the interest in a trail in Deer Haven. Community response was generally in support of a green space, with some landscaping.

Report available

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

**That Council approve the play for the Deer Haven greenspace
And further approve mowing and maintenance of a footpath from Deer Haven Drive connecting the Fenway Court and Whitetail Court Trail**

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(6) Tennis Facility

At the September 11, 2023 meeting of Council Advisory Committee, Director Bedingfield presented the report on a proposed tennis facility near the Credit Union Recreation Complex. Regional and national groups have come together to help grow the sports of tennis and pickleball, and they are collaborating to find new facility locations. The Town of Kentville is a community of interest from sites across Canada. The groups asked for a commitment from Council around a site in Kentville for a facility to be potentially built.

Report available

It was moved by Councillor Gillian Yorke and Councillor Andrew Zebian

**That Council approve in principle of the requested lot at 125 Park Street for the future construction of a tennis-pickleball facility,
And further that staff continue to work with the Kings County Tennis Association to support their efforts in bringing an indoor tennis and pickleball facility to Kentville.**

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(7) Development Officer Appointment

At the September 11, 2023 meeting of Council Advisory Committee, CAO Troke described the need to formally appoint a Development Officer, and recommended Planning Technician/Assistant Development Officer Kirsten Duncan be given this appointment.

Report available

It was moved by Councillor Gillian Yorke and Councillor Craig Gerrard

That Council approve the appointment of Kirsten Duncan as the Development Officer for the Town of Kentville.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(8) Sewer Budget - Operating

At the September 11, 2023 meeting of Council Advisory Committee, Directors Bell and Matthews presented the Proposed 2023-2024 Sanitary Sewer Budget. The proposed operating budget is for \$1,490,900.

Report available

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

**That Council approve the balanced Sanitary Sewer Area Service Operating Budget in the amount of \$1,490,900 for 2023-2024
And further, conduct a rate study.**

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(9) Sewer Budget - Capital

At the September 11, 2023 meeting of Council Advisory Committee, Directors Bell and Matthews presented the Proposed 2023-2024 Sanitary Sewer Budget. The capital budget is seeking \$400,000 for the Phase 2 of the MacDonald Avenue subdivision, Mill Run and the Kentville Business Park.

Report available

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

That Council approve the Sanitary Sewer Area Service Capital Budget in the amount of \$400,000 including its funding sources for the year 2023-2024.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(10) Sewer Budget – Temporary Borrowing Resolution

At the September 11, 2023 meeting of Council Advisory Committee, Director Matthews presented the report for the temporary borrowing resolution to support work on the MacDonald subdivision sewer system. This item was brought to Council at the end of the meeting, after review and approval of the sanitary sewer budgets.

Report available

It was moved by Councillor Gillian Yorke and Councillor Paula Huntley

That Council approve the temporary borrowing resolution for \$180,000 in support of the MacDonald/Henry/Braeside Phase 2.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) Councillors' and Mayor's Reports

Reports were received and are part of the meeting record.

(1) Councillor Craig Gerrard

Highlights included meetings of Kings Point to Point including discussion of a cancellation policy, Board of Police Commissioners, Joint Fire Services Committee, and concerns received by citizens around flooding and water issues.

Report available for more information.

(2) Councillor Paula Huntley

Highlights included meetings of the housing, transit, accessibility, climate and Valley Regional Enterprise Network.

Report available for more information.

(3) Councillor Cathy Maxwell

Highlights included the meetings of the scholarship and bursary committee, announcement of bursary recipients Janna Rubino, Oliver Baker, Hayden Feltham, and Margo MacLeod. Names List meeting, Inclusion and Accessibility Advisory Committee, accessibility engagement around accessibility, active transportation plan revisions, and the Heritage Committee draft bylaw.

Report available for more information.

(4) Deputy Mayor Cate Savage

Highlights included meetings of the Regional Sewer Committee, Kentville Business Community, Investment Advisory Committee, Intermunicipal Services Agreement, meetings with residents, meeting with residents of Crescent Avenue, and Regional Sewer public meeting in New Minas.

Discussion

- Concerns about Regional Emergency Management Organization and also vulnerable persons registry.

Report available for more information.

(5) Councillor Gillian Yorke

Highlights included Annapolis Valley regional Libraries, Board of Police Commissioners and recruitment of a new Police Chief, and the Nova Scotia Association Police Governance.

Report available for more information.

(6) Councillor Andrew Zebian

Councillor Zebian spoke about the impact of extreme rainfall events on residents. He recommends that Council ask staff for a comprehensive stormwater management plan to areas that are regularly susceptible to flooding.

Report available for more information.

(c) Mayor Sandra Snow

Mayor Snow reported on her activities this month with highlights including Nova Scotia Federation of Municipalities service exchange meetings, consultations around RCMP and policing, Intermunicipal Services Committee Agreement meeting,

strategic plan meetings with Workers Compensation Nova Scotia, webinar around sewer lagoon dredging, and the Battle of Britain Parade.

Report available for more information.

Councillor Zebian left the meeting for a family emergency at 7:22pm.

6. NEW BUSINESS

a. Inclusion and Access Advisory Committee Member Appointment

Councillor Yorke reviewed the membership of the Inclusion and Access Advisory Committee and presented two members to be appointed by Council.

Report available

It was moved by Councillor Cathy Maxwell and Councillor Gillian Yorke

That Council appoint Mike Cameron and Spencer Laing to the Kentville Inclusion and Access Advisory Committee for a two-year term.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow and Yorke

b. Hurricane Lee Follow Up

Acting CAO Bedingfield presented a report by Town Engineer Dave Bell on the engineering activities of the town before, during and after Hurricane Lee on September 16, 2023. Director Bell is engaging an engineering firm to further look into these issues in more detail.

Report available

c. Stormwater Management

Councillor Gillian Yorke reviewed her Request for Decision around stormwater management in Condon Avenue and in other communities. She asked that staff create and update a stormwater management plan and create an action plan to address most urgent issues.

CAO Bedingfield indicated that Director Bell has engaged a firm to help with the assessment of stormwater management and to create a stormwater management plan. The creation of a secondary plan will also help to building a long-term plan around stormwater management and development.

Report available

Discussion

- Clarification of issues related to infrastructure which was overwhelmed with recent rain events, compared to issues related to storms and extreme weather.
- Concerns that some residents are not able to make insurance claims due to repeated flooding events.
- Staff should give more updates to residents about flooding events, and about the results of the stormwater management report and plan.

d. Emergency Management Protocols

Mayor Snow reviewed the protocols for elected officials during a hurricane or other emergency. Elected officials have no direct role in emergency management, nor should they go to emergency sites. Elected officials should focus on passing on accurate information to help residents. Vulnerable residents should consider registering on the Vulnerable Persons Registry with the Kings County Emergency Management Organization.

Report available

e. Kentville Historical Society Building Repairs

Deputy mayor Cate Savage reviewed the repairs needed at the Historical Society building, and that staff are overwhelmed with other projects and have not been able to attend to these repairs yet. These repairs have not been addressed for many years and may represent a lack of maintenance of a town-owned asset.

Report available

7. CORRESPONDENCE

a. None.

8. PUBLIC COMMENTS

a. Dion Davidson, 280 Park Street

Concerns that their property is along a drainage ditch from the upstream subdivision and town-owned land, causing significant damage to their home. Concerns about regulations not being followed and permits not being issued in the development upstream. They ask for an independent analysis of development permits and stormwater management.

b. Kim Longaphy, Palmeto

Concerns about stormwater management and development, and the lack of communication and transparency. Concerns about the lack of insurance coverage in the town due to flooding.

c. Bunny Bennett, Condon Avenue

Concerns about increased intensity and frequency of flooding at her home. She asks that the town find the source of flooding. Concerns about lack of help from the town to clear properties, roads and driveways. Concerns about resale value of flooding to her property value.

d. Ron Cousins, School Street

Suggestion for the source of the stormwater from the Prospect Road area. Concerns about old growth trees holding water and the removal of these trees making the problem worse.

e. Janet Specht, Condon Avenue

Concerns about collective action by residents to find a solution around flooding. Residents don't expect immediate change but they do expect help. Concerns about decreased tax bills due to decreased home values.

f. Megan Cox, Condon Avenue

Concerns about accessibility on this street, sandbags which block the exit to their home and make it impossible to enter the house. Compassion goes a long way with residents. Concerns about expenses, fear and exhaustion. Concerns about residents on Condon who are seniors, who have accessibility issues, and who have small children.

g. Mark Rogers, Park Street

Concerns about flooding impacts to his neighbours, and the lack of a solution to floods. Questions about the source of the problem. Concerns about compassion and respect to residents.

9. IN CAMERA

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

That Council move into a closed session at 8:43 pm

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow and Yorke

It was moved by Councillor Paula Huntley and Councillor Craig Gerrard

That Council move back into open session at 9:06 pm

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow and Yorke

It was moved by Councillor Craig Gerrard and Deputy Mayor Cate Savage

That Council direct the ACAO to engage the CAO recruiting consultant based on the details as discussed in camera.

MOTION CARRIED

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

9. ADJOURNMENT

It was moved

That the September 25, 2023 meeting of Council adjourned at 9:10 p.m.

MOTION CARRIED

A handwritten signature in cursive script, appearing to read 'R. Bedingfield', is positioned above a horizontal line.

Approved by Acting CAO and Clerk Rachel Bedingfield