



TOWN OF KENTVILLE
SPECIAL COUNCIL MEETING
Meeting Minutes: March 25, 2024
Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held in Town Hall and was livestreamed on YouTube.

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 4:00 p.m. and noted that all members of Council were present: Mayor Sandra Snow, Councillor Craig Gerrard, Councillor Paula Huntley, Deputy Mayor Cate Savage and Councillor Gillian Yorke and Councillor Andrew Zebian.

Staff in attendance included Chief Administrative Officer Jeff Lawrence and Recording Secretary Jennifer West.

REGRETS

Councillor Cathy Maxwell

DECLARATIONS OF CONFLICT OF INTEREST

None.

2. APPROVAL OF THE AGENDA

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

That the agenda of March 25, 2024 be approved.

MOTION CARRIED

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

3. NEW BUSINESS

(a) Staff Presentation: 2024-2025 Town of Kentville Capital Budget

Director Wanda Matthews gave a presentation to Council on the proposed capital budget for 2024-2025. Some components of this budget will also be discussed at upcoming meetings on the operating budget.

Report available

Discussion

- Concerns about stormwater management capital projects for the town and a long-term town-wide plan. The proposed projects will support the long-term plan around Condon Avenue.
- Request for more information about community downtown betterment projects.

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

That Council approve the 2024 – 2025 Capital Investment Plan in the amount of \$4,872,425 including the funding sources.

And further

confirm the 2023 – 2024 carry forward budget previously approved in the amount of \$2,854,400 utilizing funding sources as defined in the ratified 2024 – 2028 CIP

and further

That Council approve in principle \$18,515,869 in projected capital expenditure for 2025 - 2026 through 2028 – 2029 including the funding sources.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Savage, Snow, Yorke and Zebian

Councillors who voted against this motion:

Gerrard

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

That Council authorize the CAO to investigate and bring forward to Council 2025 – 2026 capital expenditures for items that would benefit from an early tendering process.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Savage, Snow, Yorke and Zebian

It was moved by Councillor Andrew Zebian and Councillor Craig Gerrard

That Council approve the plan for capital reserve renewal to ensure sufficient balances are available to fund Capital Investment Projects projected capital purchases from Year 2 onward.

And Further increase annual reserve allocation from operating in the amount of \$169,000

And further Secure or provide for funding allocations totaling \$ 963,937 to bring General Capital Reserve unfunded projects to nil at the end of the Capital Investment Plan.

And further maintain a \$500,000 contingency in Kentville Futures Capital Reserves

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Savage, Snow, Yorke and Zebian

(b) Staff Presentation: Deed Transfer Tax

Director Wanda Matthews presented her report on how a deed transfer tax would benefit the financial standing of the town and support upcoming large expenditures.

Report available

Discussion

- Clarification of where the revenue would be directed to, and the process of changing this in the future.
- The DTT is the cost to buy into the existing infrastructure where you are moving to, and can fund significant infrastructure and building upgrades in the future.
- Clarification that this is a bylaw which includes first reading, advertising and second reading.

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

That Council approves moving forward on the Deed Transfer Tax through the Bylaw process.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

4. PUBLIC COMMENTS

(a) None.

5. ADJOURNMENT

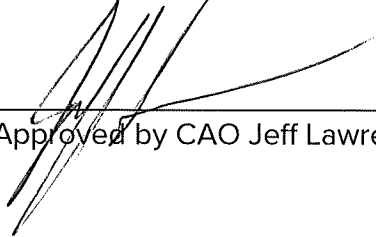
It was moved

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Approved April 29, 2024

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**That the March 25, 2024 special meeting of Council adjourned at 5:26 p.m.
MOTION CARRIED**



Approved by CAO Jeff Lawrence