



TOWN OF KENTVILLE COUNCIL

July 29, 2024

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 24, 2024
 - (b) Special Council Meeting, July 4, 2024
 - (c) Special Council Meeting, July 9, 2024
 - (d) Special Council Meeting, July 23, 2024
 - (e) Special Council Meeting, July 25, 2024
- 4. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS**
 - (a) Correction to Valley Waste Guarantee Resolution
- 5. PRESENTATION**
 - (a) Audited Financial Statements – Andy Forse, Town Auditor
- 6. RECOMMENDATIONS AND REPORTS**
 - (a) Council Advisory Committee – Councillor Paula Huntley
 - (1) Rural Tax Rate
 - (b) Councillors' and Mayor Reports
 - (1) Councillor Gerrard
 - a. Kentville Water Commission
 - b. Board of Police Commissioners
 - c. Joint Fire Services
 - d. Kings Point to Point Transit (alternate)
 - e. Kings Regional Sewer Advisory Committee (alternate)
 - (2) Councillor Huntley
 - a. Kentville Water Commission
 - b. Source Water Protection Plan Advisory Group
 - c. Annapolis Valley Regional Libraries Board (alternate)
 - d. Kings Regional Emergency Management Organization
 - e. Valley Regional Enterprise Network, Liaison and Oversight Committee
 - f. Kentville Business Community (alternate)

(3) Councillor Maxwell

- a. Annapolis Valley Trails Coalition
- b. Kentville Inclusion and Accessibility Advisory Committee
- c. Student Bursary Selection Committee
- d. Kentville Heritage Committee
- e. Kentville Names List Committee

(4) Deputy Mayor Savage

- a. Audit Committee
- b. Investment Advisory Committee
- c. Kings Regional Sewer Advisory Committee
- d. Kings Regional Emergency Management Organization
- e. Diversity Kings (alternate)
- f. Kentville Business Community Board

(5) Councillor Yorke

- a. Board of Police Commissioners
- b. Annapolis Valley Regional Library
- c. Annapolis Valley Trails Coalition (alternate)
- d. Kings Point to Point Board
- e. Diversity Kings
- f. Kentville Inclusion and Accessibility Advisory Committee
- g. Kentville Names List Committee
- h. Multi Purpose Facility Feasibility Study Committee

(6) Councillor Zebian

- a. Audit Committee
- b. Kentville Water Commission
- c. Joint Fire Services
- d. Kentville Heritage Committee

(c) Chief Administrative Officer, follow up from Council Advisory Committee

(d) Mayor Sandra Snow

- a. Intermunicipal Services Agreement Interim Board
- b. Audit Committee
- c. Kentville Water Commission
- d. Source Water Protection Plan Advisory Group (alternate)
- e. Kentville Investment Advisory Committee
- f. Valley Regional Enterprise Network (alternate)

7. NEW BUSINESS

- (a) Recommendations from the Audit Committee
- (b) Ryans Park Appeal Notification

8. CORRESPONDENCE

- (a) Canada Community-Building Fund Agreement – John Lohr
- (b) Flooding Concerns – Krista Laing

9. PUBLIC COMMENTS

10. IN CAMERA

- (a) Land
- (b) Legal

(c) Labour

11. ADJOURNMENT

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TOWN OF KENTVILLE COUNCIL MEETING

Meeting Minutes: June 24, 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 6:00 p.m. and noted that all members of Council were present: Mayor Sandra Snow, Councillor Craig Gerrard, Councillor Paula Huntley, Councillor Cathy Maxwell, Deputy Mayor Cate Savage and Councillor Gillian Yorke and Councillor Andrew Zebian.

Staff in attendance included Chief Administrative Officer Jeff Lawrence, Solicitor Geoff Muttart, and Recording Secretary Jennifer West.

REGRETS

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

2. APPROVAL OF THE AGENDA

Addition: Item 5.c Sewer Deficit Report

Addition: Item In Camera, 9b. Kings County Request for Decision

Change: Racquet Facility Discussion moved to In Camera

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

That the agenda of June 24, 2024 be approved as amended.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

3. APPROVAL OF THE MINUTES

(a) Council meeting held on May 27, 2024

Council Meeting Minutes, June 24, 2024

Pending Approval

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Item 4, withdrawal, wording should say reserve not budget.

It was moved that the minutes of the Council meeting on May 27, 2024 be approved as amended.

MOTION CARRIED

(b) Special Council meeting held on May 30, 2024

It was moved that the minutes of the Special Council meeting on May 30, 2024 be approved as distributed.

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES

(a) Follow up Discussion from May 30 Special Council Meeting

Mayor Sandra Snow reviewed the process of preparing, presenting and reviewing the 2024-2025 Operating Budget and invited Council to provide any last comments on this document.

Report available for more information.

(b) Proposed 2024-2025 Operating Budget

Mayor Sandra Snow reviewed the process of presenting the 2024-2025 Operating Budget.

Report available for more information.

Discussion

- Clarification that new positions have not already been filled in the Administration Department and the Public Works Department.
- Clarification that the budget associated with summer camp and programming has increased.
- Clarification that summer camps are using the fire hall and not the recreation hub.

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

That Council approve the 2024/25 Town of Kentville Operational Budget in the amount of \$17,353,316;

And further that there is an overall tax rate increase of 0.00220 of one cent due to 13.4% increase in the fire are rate and a 6.7% increase in the economic development levy

The residential rate will remain at 1.52840;

And further

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**That there is an overall tax rate increase of 0.01110 of one on commercial due to the 13.4% increase in the fire rate and an increase of 8.3% increase in the economic development levy
The commercial rate will remain at 3.51450.**

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow and Yorke

Councillors who voted against this motion:

Zebian

5. NEW BUSINESS

(a) Elm Ave Sewer Replacement

CAO Lawrence and Director Bell reviewed the failure at the Elm Avenue sewer line and the proposed solution.

Reports available

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

**That Council approve the award of the replacement of the sanitary sewer main associated with pipes and fixtures on Elm Avenue between civic 75 and 83 to Dexter Construction Company Limited for \$155,190 + HST
and Further**

That it be funded from a combination of sewer operating, capital, and depreciation reserve fund

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) Valley Waste Temporary Borrowing Resolution

CAO Jeff Lawrence outlined the request from Valley Waste for a debenture issuance that will support capital projects, as per the budget presented by Valley Waste.

Reports available

It was moved by Councillor Andrew Zebian and Councillor Cathy Maxwell

That Council approve the Valley Waste debenture issuance in the amount of \$1,735,000 with the Town of Kentville share of \$176,102.

MOTION CARRIED

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Councillors who voted in favour of this motion:

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

(c) **Sanitary Sewer Withdrawal**

Mayor Sandra Snow and CAO Jeff Lawrence outlined the process of covering an end of year operating deficit in the sewer account from the reserves.

Reports available

It was moved by Deputy Mayor Cate Savage and Councillor Cathy Maxwell

That Council approve the transfer of the existing deficit from Town of Kentville Sewer Operating Reserve to cover off the deficit subject to final auditor year end review

MOTION CARRIED

Councillors who voted in favour of this motion:

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

6. RECOMMENDATIONS AND REPORTS

(a) Council Advisory Committee Reports

(1) Letter of Support – Chain Lakes Wilderness Protected Area

At the June 10, 2024 meeting of Council Advisory Committee, Alan Warner and Soren Bondrup-Nielson from the Chain Lakes Wilderness Area community group gave a presentation on the Blomidon Naturalist Society and the Chain Lakes Wilderness Area, adjacent to the Cloud Lake Wilderness Area. They are asking the provincial government to designate the Chain Lakes as a protected area for biodiversity, recreation and tourism. Mr. Bondrup-Nielson and Mr. Warner are requesting a letter of support from the Town of Kentville for this protected area.

Report available for more information.

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

That Council write a letter of support for the Chain Lakes Protected Area.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(2) Kentville Rotary Gazebo

At the June 10, 2024 meeting of Council Advisory Committee, Director of Recreation Craig Langille presented a request from the Kentville Rotary Club for the donation of a gazebo adjacent to the recreation hub building and the KCA

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playground, to celebrate 100 years of Rotary service. Staff have no concerns with the location and structure.

Report available for more information.

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

That Council direct the CAO to proceed with the installation of a gazebo from the Kentville Rotary Club.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(3) Recreation Hub Heat Pump

At the June 10, 2024 meeting of Council Advisory Committee, Director of Recreation Craig Langille presented a request for climate control in the recreation hub building in the form of a heat pump to provide heating and cooling for camps and new and existing programs.

Report available for more information.

It was moved by Councillor Craig Gerrard and Councillor Andrew Zebian

That Council approve the allocation of capital funding in amount of \$7,000 for the purchase and installation of a heat pump at the Recreation Hub; and Further that staff pursue grants to offset the cost of the heat pump.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(4) Public Works Capital Request

At the June 10, 2024 meeting of Council Advisory Committee, Director Dave Bell presented a request for funding from the capital reserves to purchase a new vehicle to support public works operations. To avoid significant depreciation of one of town's trucks with plow, staff are working to order and obtain this vehicle, which could take over one year.

Report available for more information.

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

That Council approve the switch in fiscal years for the Public Works Capital

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Transportation equipment to purchase a “2-ton Plow & Salt Truck” in 2024/25 and order the planned “Street Sweeper” now for delivery and purchase in 2025/26.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(5) Environment Planning Task Team

At the June 10, 2024 meeting of Council Advisory Committee, Deputy Clerk Jennifer West reviewed the staff report which outlined the existing environmental initiatives led by the town, and the recommendation of an environmental planning task team. The purpose of the team will be to participate in the Quest Net Zero Accelerator Program, and to create a framework for a standing committee of council on environmental issues.

Report available for more information.

It was moved by Councillor Craig Gerrard and Councillor Gillian Yorke

That Council approve the establishment of a one-year Environment Planning Task Team to (a) support the work of the Quest Net Zero Accelerator program and (b) create the framework for a standing committee of Council for environmental issues.

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 a meeting of the Board of Police Commissioners and Water Commission. Congratulation to the organizers of the Devil’s Half Acre Motorcycle Rally.

No report available.

(2) Councillor Paula Huntley

Highlights included congratulations to power lifter Phil Brown on his invitation to compete in South Africa. She has been appointed as Vice-Chair of the Liaison and Oversight Board for the Valley Regional Enterprise Network, workshops on amending the coastal protection act. Some residents met with Councillor Huntley on a variety of topics. She gave a review of her participation at the

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Federation of Canadian Municipalities in Calgary. Appreciation to Council for voted for her to attend the conference, and to her provincial counterparts who voted for her to sit as a board member for FCM. She described productive conversations with counterparts and Federal leaders in charge of grants, legislation and other projects.

Report available for more information.

(3) Councillor Cathy Maxwell

Highlights included Kentville Historical Society talk on local stained glass window in Saint James church, Annapolis Valley Trails Coalition committee meeting, reduction in funding from the province to the trails coalition, upgrades to the Kings County section of the trail, and the Kentville Business Community annual general meeting.

(4) Deputy Mayor Cate Savage

Highlights included a meeting of the Investment Advisory Committee, meeting of the Kentville Business Community, meeting with Director Bell and CAO Lawrence around sidewalks, Apple Blossom Festival, review of Ron Cousins land with Councillor Gerrard, and the Literacy Mile.

Mayor Snow stepped away from her seat at 6:12pm. Deputy Mayor Cate Savage moved into the Chair's seat.

Report available for more information.

(5) Councillor Gillian Yorke

Highlights included Board of Police Commissioners meeting, support for the Community Crisis Navigator position at Kentville Police, Heritage Trust awards ceremony, and the Make a Wish Radiothon.

Mayor Snow returned to her seat at 6:15pm.

Report available for more information.

(6) Councillor Andrew Zebian

Highlights included Water Commission meeting, Chamber of Commerce Awards event, Prom parade at KCA, Apple Blossom Festival, Devil's Half Acre Motorcycle Rally,

Report available for more information.

CAO Jeff Lawrence reported that he has been working diligently on the operating budget, worked with the Water Commission and welcomes Darren Shupe as the Director of Planning and Development for the Town.

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(c) Mayor Sandra Snow

Mayor Snow reported on her activities this month with highlights including circular food hub conference, the Federation of Canadian Municipalities conference in Calgary, congratulations to Geoff Stewart from Colchester County as the new President of Federation of Canadian Municipalities. She supports elected officials participating in the national conference.

Report available for more information.

7. CORRESPONDENCE

(a) Mike Southall – Repairs to Trail

Concerns about damage to a trail, and appreciation for rapid repair to the path.

8. PUBLIC COMMENTS

(a) Sharon Kehoe – Kentville

Opposition to the rule for telling a Council member that they can't speak negatively to a motion.

(b) Dennis Kehoe – Kentville

Concern about the wording of the sewer deficit motion.

(c) Ron Cousins – Kentville

Concern that the Town is not being truthful and is sharing misinformation about the Donald Hiltz Connector.

(d) Robert McFadden – Kentville

Concern about lack of attention to a resident's presentation at a previous meeting. Concern about the proposed acquisition of land for the Donald Hiltz Connector Road.

(e) Gary Randall – Kentville

Request to deliver a petition with 500 signatures regarding Ron Cousins land. Suggestion of an alternative path for the road.

(f) John Andrew – Kentville

Concern about communicating better about the operating budget and investments.

(g) John Burka – Kentville

Reminder that a letter has been sent to the Town one year ago and recently about the land acquisition of Ron Cousins land. Concern about the process of letters of correspondence. Suggestion that the path of the road go around Mr. Cousins land.

(h) Mike McLean – Kentville

Concerns about ecosystem and stormwater management of land acquisition. Support for the preservation of this old growth forest.

(i) Fiona van Wilkenburg – Kentville

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Pending Approval

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Has collected over 500 signatures for a petition to save Ron Cousins land.

9. IN CAMERA

It was moved by Councillor Andrew Zebian and Councillor Paula Huntley

That Council move into a closed session at 6:46 p.m. to discuss legal matters.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

It was moved by Councillor Andrew Zebian and Councillor Gillian Yorke

That Council move back into open session at 8:03 p.m.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

10. ADJOURNMENT

It was moved

That the June 24, 2024 meeting of Council adjourn at 8:03 p.m.

MOTION CARRIED

Approved by CAO Jeff Lawrence

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TOWN OF KENTVILLE

SPECIAL JOINT COUNCIL MEETING

Meeting Minutes: July 4, 2024

Present: Mayor Sandra Snow, Deputy Mayor Cate Savage, Councillor Paula Huntley, Councillor Cathy Maxwell, Councillor Gillian Yorke, and Councillor Andrew Zebian.

Absent: Councillor Craig Gerrard

Present: A/CAO Dave Bell

The Special Joint meeting was called in support of the Valley Waste and Kings Transit Interim Inter Municipal Service Agreement at the request of the Board of Directors and CAOs.

Municipal Participants included:

- Annapolis County
- Annapolis Royal
- Berwick
- District of Digby
- Kentville
- Kings
- Middleton
- Wolfville

The business was conducted as follows:

- All call their respective Councils to order and approve the one-item agenda (in succession alphabetically).
- The RFD is presented to everyone and questions of clarification (if any) are fielded;
- Each council independently moves to accept the RFD recommended motion, i.e. to have Digby become a signatory for the prescribed purposes in the Draft; and to extend the term by one year
- Each obtains a seconder and debates, if necessary, then votes (in same succession).
- Each Council takes its own adjournment motion and votes on adjournment (in succession)
- All adjourn.

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1. CALL TO ORDER

The Special Meeting of Council was called to order at 6:06 pm. There was one agenda item – amendment to the Valley Waste and Kings Transit Interim Inter Municipal Service Agreement.

2. AGENDA

It was moved by Councillor Yorke and seconded by Councillor Zebian

That Council accept the agenda as presented.

MOTION CARRIED

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

3. BUSINESS

It was moved by Councillor Yorke and seconded by Councillor Maxwell

That the Town of Kentville Council authorize the execution of the amending agreement to the 2021 Valley Region Solid Waste Resource Management Authority and the Kings Transit Authority Intermunicipal Service Agreement as detailed in the related July 4, 2024 Request for decision.

MOTION CARRIED

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

Councillor Zebian's computer froze and he was not part of the vote

4. ADJOURNMENT

The Special Council Meeting adjourned at 6:23 pm.

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TOWN OF KENTVILLE

SPECIAL COUNCIL MEETING

Meeting Minutes: July 9, 2024

Present: Mayor Sandra Snow, Deputy Mayor Cate Savage, Councillor Craig Gerrard, Councillor Paula Huntley, Councillor Cathy Maxwell, Councillor Gillian Yorke, and Councillor Andrew Zebian.

Present: CAO Jeff Lawrence, Director Dave Bell Solicitor Geoff Muttart, Solicitor John Shanks

1. CALL TO ORDER

The Special Meeting of Council was called to order at 4:45 pm. There were two agenda items – approval of recommendation from CAC July 8, to approve award of the storm drain replacement contract on Park Street and in-camera legal Robinson Property

2. AGENDA

It was moved by Councillor Huntley and seconded by Councillor Zebian

That Council accept the agenda as amended.

MOTION CARRIED

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

3. BUSINESS

- a. **STORM DRAIN CONTRACT AWARD:** Recommendation to Council from CAC on 8 July 2024 for approval of the award of the storm drain replacement on Park Street to Gary Parker Excavating LTD at a cost of \$749,624 + HST, at the next meeting of council; and Further to be funded from a combination of the Provincial Sustainable Services Growth Fund, and Canada Community Building Funds

It was moved by Deputy Mayor Savage and seconded by Councillor Zebian

that council approve the award of the storm drain replacement on Park Street to Gary Parker Excavating LTD at a cost of \$749,624 + HST; and Further to be funded from a combination of the Provincial Sustainable Services Growth Fund, and Canada Community Building Funds.

MOTION CARRIED

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

b. RECESS

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It was moved by Councillor Zebian and seconded by Councillor Huntley

that council recess until 5pm.

MOTION CARRIED

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

Councillor Zebian leaves the chamber due to a declared Conflict of Interest.

Solicitor Muttart and Shanks joined the meeting. The Chair called the meeting to order at 5pm. The time of the recess expired.

4. IN CAMERA

It was moved by Deputy Mayor Savage and seconded by Councillor Huntley

that council move into a closed session. Time: 5 pm.

MOTION CARRIED

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

It was moved by Councillor Gilian Yorke and Councillor Paula Huntley

that council move back an open session. Time: 5:59pm.

MOTION CARRIED

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

5. BUSINESS

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

that council direct the CAO to proceed as directed in camera.

MOTION CARRIED

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

Councillor who voted against this motion: Gerrard

6. ADJOURNMENT

The Special Council Meeting adjourned at 6 pm.

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TOWN OF KENTVILLE SPECIAL COUNCIL MEETING

Meeting Minutes: July 23, 2024

Present: Mayor Sandra Snow, Deputy Mayor Cate Savage, Councillor Craig Gerrard, Councillor Paula Huntley, Councillor Cathy Maxwell, and Councillor Gillian Yorke.

Present: CAO Jeff Lawrence, Jennifer West, and Solicitor Muttart

1. AGENDA

This Special Council Meeting has a single item on the agenda, a legal matter to be discussed in camera.

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

That Council approve the agenda of the July 23, 2024 Special Council meeting.

MOTION CARRIED

2. LEGAL

It was moved by Councillor Cathy Maxwell and Councillor Paula Huntley

That Council retire to the closed session at 5:00 p.m.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

It was moved by Councillor Andrew Zebian and Councillor Paula Huntley

That Council retire from the closed session at 5:59 p.m.

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 direct the CAO to proceed as directed in camera.

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MOTION CARRIED

Councillors who voted in favour of this motion:

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

ADJOURNMENT

There being no other matters to discuss

Council moved to adjourn at 5:40pm

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TOWN OF KENTVILLE COUNCIL MEETING

Special Meeting Minutes: July 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, Councillor Cathy Maxwell, 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

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

2. APPROVAL OF THE AGENDA

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

That the agenda of July 25, 2024 be approved as amended.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

3. NEW BUSINESS

(a) Municipal Planning Strategy Amendment Application – Cogs Development

Mayor Sandra Snow introduced the process of introducing and reviewing a development application and a rezoning application from R3 to R4. Planner Caroline Robertson reviewed the application and rezoning application.

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Presentation and report available

(b) Municipal Planning Strategy Amendment Application – Brison Development

Planning Consultant Caroline Robertson introduced the development application and a rezoning application from Brison Development. This Council has previously committed to this developer to expedite the permitting and rezoning process for their development applications. The applicant has three requests:

- Change the Future Generalized Map from Industrial to Residential
- Adjust zoning requirements to allow flexibility of the submission
- To rezone the residential holding portion to R5 zone.

Ms. Robertson has crafted changes to the municipal planning strategy to make a developer more accountable.

Presentation and report available

Councillor Andrew Zebian left the meeting

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

That Council direct staff to prepare a public participation meeting based on the planning report for PID 55266134 rezoning application.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Maxwell, Savage, Snow and Yorke

Councillors who voted against this motion:

Gerrard

It was moved by Councillor Paula Huntley and Councillor Cathy Maxwell

That Council direct staff to prepare a public participation meeting based on the planning report for PID 55551774 to amend MPS and rezoning.

MOTION CARRIED

Councillors who voted in favour of this motion:

Huntley, Maxwell, Savage, Snow and Yorke

Councillors who voted against this motion:

Gerrard

4. ADJOURNMENT

It was moved

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Pending Approval

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That the July 25, 2024 meeting of Council adjourn at 5:44 p.m.
MOTION CARRIED

Approved by CAO Jeff Lawrence

**VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY
MUNICIPAL PARTNER GUARANTEE RESOLUTION
COUNCIL OF**

Guarantee Share Amount: \$ _____ Purpose: _____

WHEREAS the Valley Region Solid Waste-Resource Management Authority (hereinafter referred to as the Authority) was incorporated on October 1, 2001 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Authority has determined to borrow the aggregate principal amount of _____ Dollars (\$ _____) for purpose of _____;

WHEREAS the Authority has requested the Council of the _____, a municipality that executed the instrument of incorporation of the Authority, to guarantee said borrowing; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act, no guarantee of a borrowing by a municipality shall have effect unless the Minister of Municipal Affairs and Housing has approved of the proposed borrowing or debenture and of the proposed guarantee;

BE IT THEREFORE RESOLVED

THAT the Council of the _____ does hereby approve the borrowing of the aggregate principal amount of _____ Dollars (\$ _____) for the purpose set out above;

THAT subject to the approval of the Minister of Municipal Affairs and Housing of the borrowing by the Authority and the approval of the Minister of Municipal Affairs Housing of the guarantee, the Council unconditionally guarantee repayment of _____ Dollars (\$ _____) for the purpose set out above; and

THAT upon the issue of the debentures, the Mayor and Chief Administrative Officer of the Municipality do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Municipality.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the _____ held on the _____ day of _____, 2024.

GIVEN under the hands of the Clerk and under the seal of the Municipality this _____ day of _____, 2024.

Clerk

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ 1,735,000

Capital Projects: Detailed in Schedule "B"

WHEREAS the Valley Region Solid Waste-Resource Management Authority (hereinafter referred to as the Authority) was incorporated on October 1, 2001 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Town of Berwick, the Town of Kentville, the Town of Middleton, the Town of Wolfville, the Town of Annapolis Royal, and the Municipality of the County of Kings entered into an inter-municipal services agreement pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Authority pursuant to the inter-municipal agreement states that the body corporate shall be vested with the power to borrow money for the purpose of capital projects, the specific amounts and descriptions of which are contained in Schedule "B";

WHEREAS any borrowing and/or entering into debt obligations of the municipal body corporate must be approved by the municipal units and the Municipal Guarantee percentages and amounts for each of the six municipal parties are attached at Schedule "A"; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act no money shall be borrowed by a municipality, village, committee by an inter-municipal agreement or service commission pursuant to this Act or another Act of the Legislature until the proposed borrowing has been approved by the Minister of Municipal Affairs and Housing has the approved the proposed guarantees;

BE IT THEREFORE RESOLVED

THAT under the authority of the intermunicipal services agreement entered into under Section 60 of the *Municipal Government Act*, and subject to the approval of the Minister of Municipal Affairs and Housing, the Authority borrow a sum or sums not to exceed
One Million Seven Hundred Thirty-Five Thousand Dollars
(\$ 1,735,000) for the purpose set out above;

THAT the sum be borrowed by the issue and sale of debentures of the Authority of an amount as the Authority deems necessary;

THAT pursuant to Section 92 of the Municipal Government Act, the issue of debentures be postponed and that a sum or sums not to exceed
One Million Seven Hundred Thirty-Five Thousand Dollars
(\$ 1,735,000) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

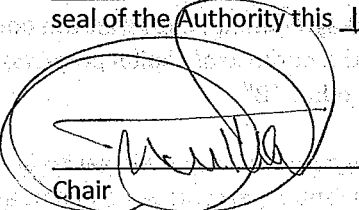
THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

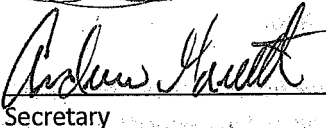
THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and,

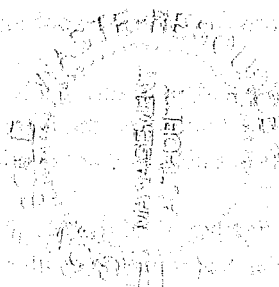
THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Valley Region Solid Waste-Resource Management Authority held on the 19th day of June, 2024.

GIVEN under the hands of the Chair and the Secretary and under the seal of the Authority this 19th day of June, 2024.


Chair


Secretary



VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ 1,735,000

Capital Projects: Detailed in Schedule "B"

SCHEDULE "A"

MUNICIPAL GUARANTEES

| MUNICIPAL PARTNER | GUARANTEE PERCENTAGE | GUARANTEE AMOUNT |
|---|-----------------------------|-------------------------|
| Municipality of the County of Kings | 74.03 | 1284421 |
| Town of Kentville | 10.26 | 178011 |
| Town of Wolfville | 8.76 | 151986 |
| Town of Berwick | 3.45 | 59858 |
| Town of Middleton | 2.44 | 42334 |
| Town of Annapolis Royal | 1.06 | 18390 |
| Total Capital Requirements for Borrowing Resolution | 100 | 1,735,000 |

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ 1,735,000

Capital Projects: Detailed in Schedule "B"

SCHEDULE "B" CAPITAL PROJECTS

| | | Estimates \$ |
|---|------------------------|------------------|
| Heading: Rolling Stock | | |
| Item | Wheel Loader | 375,000 |
| Item | | |
| Item | | |
| Item | | |
| Heading Sub Total: | | 375,000 |
| Heading: Efficiency Upgrade | | |
| Item | Cardboard Baler | 110,000 |
| Item | Morbark Shredder | 600,000 |
| Item | Excavator | 300,000 |
| Item | | |
| Heading Sub Total: | | 1,010,000 |
| Heading: Building and Infrastructure | | |
| Item | HHW Stewardship Centre | 350,000 |
| Item | | |
| Item | | |
| Item | | |
| Heading Sub Total: | | 350,000 |
| Heading: | | |
| Item | | |
| Item | | |
| Item | | |
| Item | | |
| Heading Sub Total: | | 0 |
| Heading: | | |
| Item | | |
| Item | | |
| Item | | |
| Item | | |
| Heading Sub Total: | | 0 |
| Heading: | | |
| Item | | |
| Item | | |
| Item | | |
| Item | | |
| Heading Sub Total: | | 0 |
| TOTAL REQUEST CONTAINED WITHIN THIS RESOLUTION | | 1,735,000 |



COUNCIL ADVISORY COMMITTEE

Recommendation to Council

Rural Tax Rate

At the July 8, 2024 meeting of Council Advisory Committee, Strategic Initiatives Coordinator Alisha Christie reviewed the tax rate of select properties in Kentville on Harrington Road in the Coldbrook area. Staff recommend that these properties be considered for a lower tax rate due to reduced services.

Council Advisory Committee recommends

That Council approve a rural tax rate

And further direct staff to draft a bylaw to effect the changes to residential properties on Harrington Road to Council

July 29, 2024

This recommendation is based on discussion and or reports which are attached.

Land – Rural Tax Rate

TO: Council

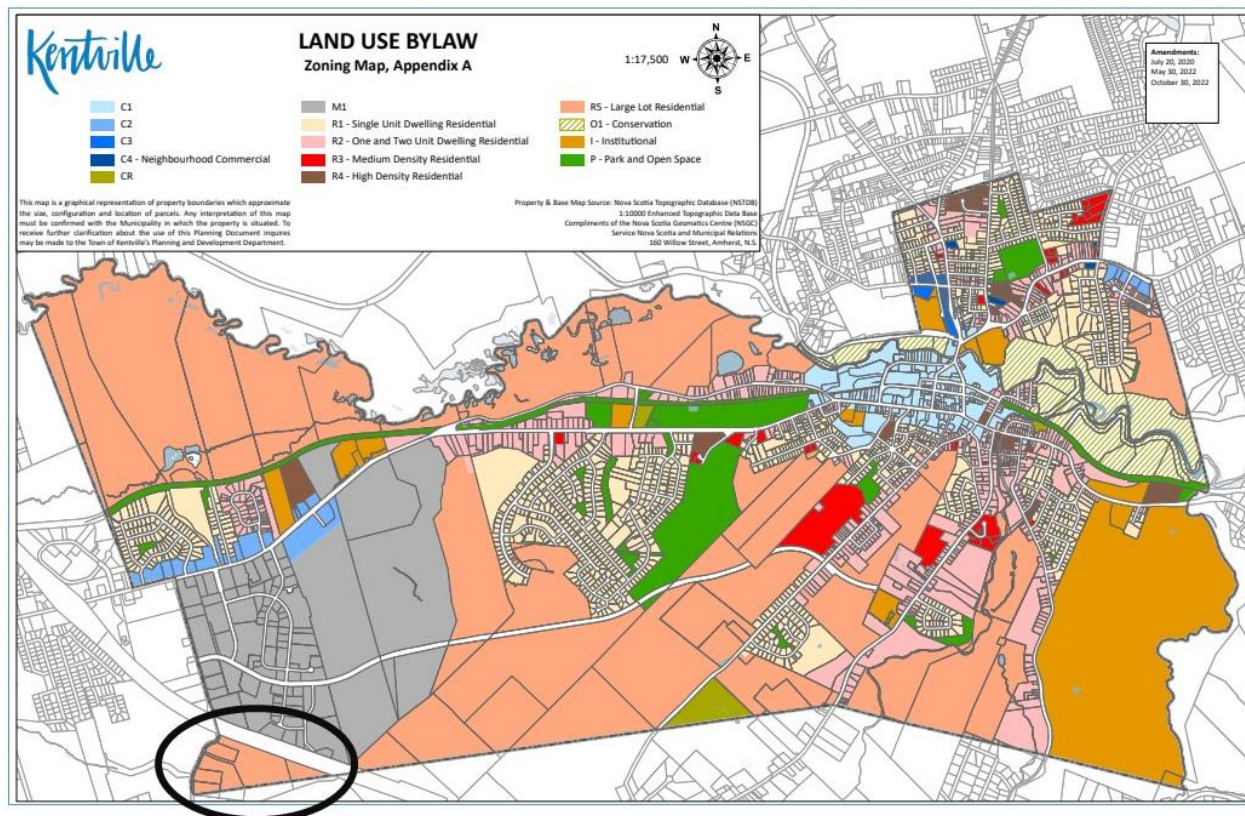
SUBMITTED BY: Alisha Christie

DATE: 2024-07-08

SUBJECT: Property Review – Rural Tax Rate

This report is presented to Council to provide an update on community members' requests regarding six properties on Harrington Rd, Coldbrook, within the Town of Kentville limits southwest of the 101.

| | PID # | Tax Category |
|---|----------|------------------------------|
| 1 | 55474324 | Provincial Land – Tax-exempt |
| 2 | 55263586 | Residential Taxable |
| 3 | 55434419 | Resource Taxable |
| 4 | 55248652 | Residential Taxable |
| 5 | 55248645 | Residential Taxable |
| 6 | 55248660 | Residential Taxable |



ORIGIN

In October 2023, the Mayor proposed a Request for Decision (RFD) to Council on the abovementioned properties. The RFD proposed establishing a special Rural tax rate for residential properties within Kentville Town limits on Harrington Road in accordance with MGA 73(2)(a).

BACKGROUND

The original borders of the Town of Kentville were set during the Town's inspection in 1886, prior to the development of Highway 101 in the 1960s. The Town's borders include six(6) properties at the end of Harrington Rd in Coldbrook, located on the southeast side of the 101.

Residents of the properties have submitted correspondence requesting that the properties be reviewed and considered for annexation to Kings County. The individuals named that while paying Town of Kentville taxes, their properties are subject to Kings County services, such as snow removal and their own well and septic systems; therefore, they wish to be annexed to the County.

In order for the properties to be annexed to Kings County, both the Town of Kentville and the Municipality of Kings County must agree to the annexation and undergo a lengthy process and approval involving an application submission to the preliminary order, including detailed documentation of property boundaries, the population within the area, the total asset value of the taxable property and occupancy assessments, audit financial statements of the municipalities involved, statement of application, following with a hearing for the application, and Minister and Board approval. Annexing the properties to Kings County is nearly the same process as an amalgamation or border reform. Annexation would have trickle-down effects, including polling and election updates, Valley Waste system updates, taxation updates, etc.

In October 2023, as an additional option, the Mayor proposed creating a Rural Tax rate to be applied to the six properties and/or another additional property within the Town of Kentville that meets the to-be-developed Rural Tax Rate criteria.

POLICY IMPLICATIONS

- A new Rural Tax Rate policy development would be required to be approved by council. The residents of impacted properties would be informed of property tax changes.

DISCUSSION

Option 1: Council direct staff to develop and propose a Rural Tax rate for the Town of Kentville.

Option 2: Council directs staff to research and propose other options that do not include a Rural Tax Rate.

RECOMMENDATIONS

That Council directs staff to develop and propose a Rural Tax rate for the Town of Kentville.

BUDGET IMPLICATION

The table below highlights the estimated receivable property tax at the current residential rate.

2024-2025

| Address | PID# | Tax Category | Tax Estimate |
|-------------------|----------|--|--------------------|
| 101 HWY | 55474324 | Provincial Land | Tax Exempt |
| 274 Harrington Rd | 55263586 | Residential Taxable | ██████ |
| 224 Harrington Rd | 55434419 | Resource Taxable | ██████ |
| 184 Harrington Rd | 55248652 | Residential Taxable | ██████ |
| 180 Harrington Rd | 55248645 | Residential Taxable | ██████ |
| 260 Harrington Rd | 55248660 | Residential Taxable | ██████ |
| | | Total Residential Tax | \$19,617.65 |
| | | 32% Allocated to External Commitments and Partnerships | \$6,277.65 |
| | | 68% allocated for Salaries, Expenses, Contracts and Commitments | \$13,340.00 |

ATTACHMENTS

Attached are the received residential correspondents

Council Advisory Committee – Request for Decision

Kentville Town Council

| | | | |
|--------------|-------------------|------------------------|--------------|
| Name: | Mayor Sandra Snow | | |
| Date: | 29 June 2023 | Date Submitted: | 29 June 2023 |

Request for Decision - Initial

| | | | |
|--|--|----------------|---|
| Detail | Synopsis | | |
| Decision Requested: | Council's approval of a second residential tax rate, Town of Kentville Residential- Rural and bylaw | | |
| Background: What? Who? How? When? | <p>The original borders of Kentville include an area of land which was separate from the Town when the 101 highway was built. These R1 properties are located on Harrington Road (Coldbrook, Municipality of the County of Kings). For years the property owners have paid Town of Kentville residential taxes based on current residential tax rates assessed for the level of services provided by the Town. The three residential property owners have diligently paid their taxes annually while receiving none of the services afforded by the residential tax rate.</p> <p>The MGA provides the Council with the ability to set separate tax rates based on the services provided:</p> <p>Tax rates 73 (1) Subject to subsection (2), a council may set separate commercial and residential tax rates for the area of the municipality determined by the council to be (a) a rural area receiving a rural level of services;</p> <p>It is recommended that Council set the TOK Residential Rural tax rate to match the current Municipality of the County of Kings residential tax rate, plus, sewer charges, fire rate and hydrant charges and economic levies. Additionally, the TOK Residential – Rural tax rate would only apply to residential properties, any rezoning of the land would be subject to current Town of Kentville residential or commercial rates.</p> | | |
| Budget: | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | Policy: | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Desired Outcome: | Council approves the TOK residential Rural tax rate and draft a bylaw to effect the change | | |
| CAO Comments: | | | |
| Recommendation: | Report/Document: Attached <input checked="" type="checkbox"/> Available <input type="checkbox"/> Nil <input type="checkbox"/> | | |

Request for Decision – Staff Input

| | |
|----------------------------|-----------------|
| Detail | Synopsis |
| Department: | |
| Decision Requested: | |



Council Advisory Committee – Request for Decision Kentville Town Council

| | |
|-------------------------------|--|
| Background: | |
| Budget: | |
| Staff Workload: | |
| Policy: | |
| Public Interest: | |
| Strategic Implication: | |
| Response Options: | |
| Preferred Strategy: | |
| Implications: | General: Consequence to community, overall organization or other agencies |
| | Organizational: Policy change or staff work load requirements |
| | Financial: Current and Future Budget implications |
| | Follow-up Action: Timelines, decision-making milestones and key products |
| | Communications: Strategy to inform, consult or involve stakeholders |
| | Other Comments: By others Reviewing this RFD |

Council Advisory Committee – Request for Decision

Kentville Town Council

| | | | |
|--------------|-------------------|-------------------------------|-----------|
| Name: | Mayor Sandra Snow | | |
| Date: | 23 October 2023 | Date Submitted to CAO: | 24 Oct 23 |

Request for Decision – Initial – to be completed by Council Member

| | | | | | |
|--|---|---|---|---|---|
| Detail | Synopsis | | | | |
| Decision Requested: | It is requested that council establish a special residential tax rate for the properties on Harrington Road in accordance with the MGA paragraph 73(2)(a). The special tax rate would be based on the Kings County Residential rate (and remain in lock step with any changes to it) and additionally the residents would pay for Provincial Mandatory and Fire Rates as per Town of Kentville. | | | | |
| Background: What? Who? How? When? | Property <input checked="" type="checkbox"/> | Public Opinion <input type="checkbox"/> | Environment <input type="checkbox"/> | Social <input type="checkbox"/> | Economic <input type="checkbox"/> |
| | The properties as shown on attached map are within the Town of Kentville boundary however are completely separated from the Town of Kentville by the Provincial Highway 101. The properties are serviced by the Province through Kings County. The Town of Kentville does not provide any services to the properties. | | | | |
| Strategic Implication: with Dashboard | Current <input type="checkbox"/> | | Short Term <input type="checkbox"/> | | Long Term <input checked="" type="checkbox"/> |
| | Reduction in the amount of taxes collected on these six (6) properties. | | | | |
| Budget: | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | | Policy: | | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Desired Outcome: | That a new Town of Kentville Rural Tax Rate be established for these six properties. | | | | |
| Recommendation: | Report/Document: Attached <input checked="" type="checkbox"/> Available <input type="checkbox"/> Nil <input type="checkbox"/> | | | | |

Request for Decision – CAO Initial Review

| | |
|--|--|
| Detail | Synopsis |
| Department: select all that apply | Governance/Legislative <input checked="" type="checkbox"/> Protective Services <input type="checkbox"/> Administration <input checked="" type="checkbox"/> Planning <input checked="" type="checkbox"/> Engineering Public Works <input checked="" type="checkbox"/> Parks and Recreation <input type="checkbox"/> Finance <input checked="" type="checkbox"/> Economic Development <input type="checkbox"/> |
| | Operational Matter <input type="checkbox"/> Decision of Council Required <input checked="" type="checkbox"/> |



Council Advisory Committee – Request for Decision Kentville Town Council

| | |
|----------------------------|--|
| Decision Requested: | Policy Change <input type="checkbox"/> Other <input type="checkbox"/> |
| | Council establish a new Town of Kentville Rural tax rate for the six properties on Harrington Road. |
| Background: | The properties were orphaned when the HWY 101 was built and have not been provided with any services from the Town of Kentville and therefore should be exempt from paying full residential tax rate. However, there remains a requirement to pay for the Provincial Mandatory payments and the Fire Rates as established annually in the budget process. |
| Budget: | To be determined by Finance Department based on the attached map with PID and Tax accounts |
| Staff Workload: | |
| Policy: | Municipal Government Act (MGA) Tax rates 73 (1) Subject to subsection (2), a council may set separate commercial and residential tax rates for the area of the municipality determined by the council to be (a) a rural area receiving a rural level of services; (b) a suburban area receiving a suburban level of services; and (c) an urban area receiving an urban level of services. |
| Response Options: | |
| Preferred Strategy: | |
| CAO Comments: | |

(4) The council shall include in its estimates the deficit from the preceding fiscal year.

(5) The council may include in its estimates an amount for

(a) contingencies and unforeseen expenses in matters on which it may vote and expend money;

(b) all or part of any surplus of previous fiscal years that will be available for the current fiscal year.

(6) The council shall authorize the levying and collecting of a

(a) commercial tax rate of so much on the dollar on the assessed value of taxable commercial property and business occupancy assessment; and

(b) residential tax rate of so much on the dollar on the assessed value of taxable residential property and resource property.

(6A) Notwithstanding clause (6)(a), the tax rate for the part of commercial property that is identified on the assessment roll as being occupied by a seasonal tourist business shall be 75% of the commercial tax rate.

(7) The tax rates shall be those which the council deems sufficient to raise the amount required to defray the estimated requirements of the municipality. 1998, c. 18, s. 72; 2005, c. 9, s. 9.

Tax rates

73 (1) Subject to subsection (2), a council may set separate commercial and residential tax rates for the area of the municipality determined by the council to be

(a) a rural area receiving a rural level of services;

(b) a suburban area receiving a suburban level of services;

and

(c) an urban area receiving an urban level of services.

(2) The council of Halifax Regional Municipality shall set separate commercial and residential tax rates for the area of the Halifax Regional Municipality determined by the council to be

(a) a rural area receiving a rural level of services;

(b) a suburban area receiving a suburban level of services;

and

(c) an urban area receiving an urban level of services.

1998, c. 18, s. 73.

Harrington Road, Kentville, NS

 Town Boundary  Property Lines



This map is a graphical representation of property boundaries which approximate the size, configuration and location of parcels. Any interpretation of this map must be confirmed with the Municipality in which the property is situated. To receive further clarification about the use of this Planning Document inquiries may be made to the Town of Kentville's Planning and Development Department.
Property Source: Nova Scotia Property Records Database (NSPRD), Compliments of the Nova Scotia Geomatics Centre (NSGC), Service Nova Scotia and Municipal Relations, 160 Willow Street, Amherst, Nova Scotia, Canada
Imagery Source: Eagleview Technologies, Inc. 2022

Sherri & Peter Thomas

274 Harrington Road, Coldbrook, NS B4R 1C1 · sherrilynnethm@netscape.net

June 27, 2023

Ms. Sandra Snow
Mayor
Town of Kentville
354 Main Street
Kentville NS
B4N 1K6

Dear Mayor Snow:

Thanks you for your service to the town of Kentville.

We have been citizens of the town since 2008 when we built our home on Harrington Road (the section south of Highway 101). However, we have not benefited from the perks of living within town limits.

Our road was created when Highway 101 was constructed, thus leaving us out of Town of Kentville's jurisdiction. We live on a dirt road, which gets washed out almost after every major rainstorm. During the winter, if it wasn't for the fact that we are in the snow plowing business, we would be snowbound for a couple days after each storm, as the snow plowing service is some time no existent for several days.

We have been paying town taxes, to the tune of approximately \$6000 per year, and yet we have NO services. We have our own well and our own septic system. We have no fire protection, as in no fire hydrants. If a fire were to take place during the winter, the trucks would not be able to reach us because the road is very slippery in the winter time, as it does not get tended to like the town roads.

We would like you to consider, placing our home plus several other ones on our street, in the care of the Municipality of the County of Kings as we are essentially a county setting with no town services.

Thank you again for your help and co-operation in this matter.

Sincerely,

Sherri & Peter Thomas

Richard Houghton
260 Harrington Road, Coldbrook, NS B4R 1C1

June 26, 2023

Ms. Sandra Snow
Mayor
Town of Kentville
354 Main Street
Kentville NS
B4N 1K6

Dear Mayor Snow:

Thanks you for your service to the town of Kentville.

I have been a citizen of the town for over 20 years when I built my first home on Harrington Road (the section south of Highway 101). However, I have not benefited from any of the perks of living within town limits. The section on which I reside was created when the Highway 101 was constructed, thus cutting me off from the town and all of its perks.

This section of Harrington Road is currently a dirt road, which gets washed out, especially after a downpour. During the winter, if it wasn't for the fact that my neighbors are in the snow plowing business, I would be snowbound for a couple days after each storm.

I lost my first home, due to fire in February 2018, and if it wasn't for the same neighbors sanding the road, the firetrucks wouldn't have been able to reach my home.

I have been paying town taxes and yet I have NO services, as I have my own well and my own septic system.

I would like you to consider, placing my home plus the other ones on my street, in the care of the Municipality of the County of Kings as I am essentially a county setting with no town services.

Thank you again for your help and co-operation in this matter.

Sincerely,

Richard Houghton

Sandra Snow

From: Vost, Emma E <Emma.Vost@novascotia.ca>
Sent: Wednesday, June 28, 2023 4:29 PM
To: Sandra Snow
Cc: geoff coolen
Subject: Request from Harrington Rd

The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin.

Dear Mayor Sandra Snow,

My name is Emma Vost, and I live at 184 Harrington Rd in Coldbrook, NS with my husband, Geoff Coolen, and my two children Sam (5) and Mira(4). We live on a 3.2 acre rural property that is located on a dead-end gravel road. When we purchased the house in 2016, we did not realise that the house was technically located in the Town of Kentville! In fact, we are one house of 4 on the end of the street that are technically considered as Kentville when all of our other neighbours whose houses we pass each day live in Kings co. We have a well, septic system, rural internet, intermittent cell service, and are often not ploughed out in snowstorms until midday. Our kids go to Coldbrook school and will go to Central Kings as long as we live at this address. I am writing to you because I am hopeful that the end of this street can be moved to Kings county so that we are more in-line with our other neighbours and with a tax rate that is more reflective of our situation. There are many times that I wish Kentville was more accessible to me by bike, but with the highway having cut off Harrington rd years ago, it just isn't safe for me to take my kids along the hilly rural roads or to cut across the highway with them to access the rail trail. I do not feel at any way like I am part of the town of Kentville, and that this letter gives you the evidence you need to support removing the end of Harrington rd from Kentville.

Thank you so much,
Emma

Emma Vost

184 Harrington Rd.
Coldbrook, NS
B4R 1C1

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Paula Huntley

Date: July 2024

Date of Last Council Meeting Attended: July 8, 2024

Date of Last Council Advisory Meeting Attended: July 29, 2024

COMMITTEE MEETING ATTENDANCE AND SYNOPSIS

| Date | Committee | Synopsis |
|------------|---|---|
| June 28/24 | Valley REN -LOC | Chair & Vice Chair over- view of role session |
| July 2/24 | Provincial Accessibility Steering committee | Agenda attached |
| July 3/24 | Kings REMO REMAC meeting | Agenda attached |
| July 9/24 | Special council meeting | Land |
| July 23/24 | Valley REN -LOC | Discussion of new Board member |
| July 23/24 | Special meeting of Council | Facility discussion |
| July 25/24 | Special meeting of Council | Land Dev. |
| July 4/24 | Interim IMSA Council meeting | Amendment of agreement |

TOWN OF KENTVILLE EVENT ATTENDANCE AND SYNOPSIS

| Date | Event/Conference | Synopsis |
|------------|--|---|
| June 23/24 | Devils half acre rally | |
| June 12/24 | Lions Seniors social | Kentville Lions Hall -short appearance, 27 in attendance, thank you to all Lions who hosted this event. |
| July 14/24 | Volunteer at Special Olympic Championships | Event held in Wolfville for Athletes all over the province-825 athletes & 325 volunteers, it was an amazing experience. |



COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

| | | |
|------------|---|---|
| July 18/24 | Canada Cup National Bike Championships | Guest- handed out all Medals to the Winners of the days races. |
| July 20/24 | Canada Cup National Bike Championships | Guest – Handed out all Medals to the Winners of the days races. |
| July 21 | Canada Cup National Bike Championships | Volunteer as road marshal for the Sunday races. |
| July 27/24 | Anglican church breakfast | |

OTHER MEETINGS:

| Date | Synopsis |
|------------|---|
| June 27/24 | Divert NS Board meeting |
| June 28/24 | Tour of Andritz Plant |
| July 10/24 | Action 8 of the Coastal protection Action Plan : Informing the Consultants work |
| July 15/24 | Meeting at MLA’S office re: NS Guard Program |
| July 22/24 | Meeting with current LOC chair for update report |

EXPENSES

| | Year to Date |
|--|--------------|
| | On line |

TO: Council

SUBMITTED BY: Dan Stovel, Kings REMO REMC

DATE: July 29, 2024

SUBJECT: Kings REMO Regional EM Advisory Committee Meeting, 2024-07-03

ORIGIN Kings REMO Regional EM Advisory Committee Meeting, July 3, 2024

BACKGROUND

The Kings REMO Regional Emergency Management Advisory Committee met on Wednesday, July 3, 2024.

Key issues of discussion included:

- **Presentation: NS Power**
NSPI Emergency Service Restoration Plan (ESRP)
 - Key Components
 - Formalized Response Trigger Levels
 - Formal Emergency Operations Centre (EOC) & Team
 - EOC Storm Lead responsible for overall restoration response
 - Detailed roles, responsibilities, and standardized reporting for all functions
 - Detailed pre-event planning
 - Comprehensive sub-plans; including
 - High level damage assessment
 - Integrated customer communications
 - Proactive customer coordination initiatives
 - Integrated corporate logistics support
 - Outage response is company-wide
 - Power restoration is led from the Emergency Operations Centre (EOC)
 - 4-Level Response Triggers based on predicted number of customers impacts and predicted hours out
 - Restoration priorities
 - Reactive Public Safety – Emergency Situations
 - NSPI Critical Infrastructure – Transmission & Substations
 - EMO Critical Infrastructure
 - Main line distribution feeders
 - Branch line distribution feeders
 - Individual Service
 - Customer Coordination ESRP
 - Customer outage line – dedicated line 1-877-428-6004
 - 24-hour availability
 - Customized restoration information aligned to customer telephone exchange
 - Automatic outage reporting via telephone
- **NS Guard Update**
The official registration portal for the Nova Scotia Guard is ready to receive applications.

People can identify which skills they can contribute during an emergency and list preferences such as availability, the distance they are willing to travel, and more.

Register at <https://nsguard.ca/>

People can call 211 for help filling out the form, if needed.

- **ECCC Coastal Flooding Prediction and Alerting Program**

Starting in May 2024, Environment and Climate Change Canada (ECCC) will begin implementing a comprehensive coastal flooding prediction and alerting program. This new program will allow our meteorologists to issue coastal flooding alerts and forecasts across most of the country, using both the probability and expected impact of an event. These services will give early warning to emergency management organizations and Canadians about the risk of coastal flooding.

Coastal Flooding – Warning (Nova Scotia):

- Issued on total water levels obtained by combining predicted storm surge heights with astronomical tides and considering the impacts of waves. Site-specific flood thresholds are defined above Highest Astronomical Tide (HAT).
- If the water level is expected to exceed these thresholds, a coastal flooding warning is issued. The height of these flood thresholds above local HAT varies as a function of the infrastructure exposure, range of tide, and the frequency of storm surges and waves.

- **Kings REMO Wildfire Preparedness & Response Plan, Change 2**

REMC presented summary of Changes highlighted for Change 2:

- Administrative:
 - Cover Page – Effective date and Municipal Logo update)
 - Map – page iv (REMO logo and Municipal Logo update)
- Section 1.3 – References (page 4):
 - Updated to current Kings REMO EM Plans
- Section 2.3.1 – Wildfire Frequency (page 6):
 - 18-year period is 20 wildfires per year
- Section 5.2 – Plan Review & Maintenance (page 20):
 - Dates of Review updated with Plan Revision (Change 2)
- Annex E – Lessons Learned
 - Updated with Lessons learned from 2023 Upper Tantallon Wildfire
- Annex G – Wildfires – Public Service Announcements (PSAs)
 - Updated with more examples of PSAs
- Annex H – Wildfires – References
 - Regional update for Kings County Comfort Centres

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE CHANGE 2 TO THE KINGS REMO WILDFIRE PREPAREDNESS AND RESPONSE PLAN, DATED JUNE 2024.

ACTION: Kings REMO REMC will post the amended Plan to Kings REMO Website and upload to WebEOC File Library

- **2024 Wildfire Season**

- Nova Scotia Wildfire Season: March 15 to October 15
- 59 Wildfires across Nova Scotia as of 2024-07-03, and five (5) Wildfires reported in Kings County

- **2024 Hurricane Season**

2024 forecast to be an 'Above-Normal' Hurricane Season

- 17-25 named storms average 14
- 8-13 Hurricane Strength average 7
- 4-7 Major Hurricanes (Category 3 to 5) average 3
- Peak Atlantic Hurricane Season: Aug-Sep-Oct

- **Extreme Heat Events – Wellness Checks**

- Extreme Heat is a health risk
- As our climate continues to change, extreme heat events/heat waves are expected to increase in frequency, length and severity, resulting in increased health risks for many Canadians
- The document '[Health Checks during Extreme Heat Events](#)' developed by the National Collaborating Centre for Environmental Health (NCCEH) has been distributed across Kings County for awareness.
- [2024-06-18 CTV Morning Show – Kings REMO](#)
- [2024-06-20 CBC Radio Information Morning – Kings REMO](#)

Kings REMO Programs:

- **Kings County Comfort Centres**

www.KingsREMO.ca/comfort.aspx

26 Comfort Centres (as of 2024-07-03)

Woodville Community Centre replacement generator installed

Gibson Woods Community Centre signed Comfort Centre MOU 2024-05-07

Pending Additions (Provincial & Municipality of the County of Kings Generator Program Funding):

- Salvation Army Church (Kentville)
- Morden Community Centre (Morden)
- Bethany Memorial Baptist Church (Aldershot)
- Valley Community Learning Association (Kentville)

REMC is in the process of delivering Comfort Centre Signs to all facilities:

22 of 25 signs delivered



36" x 36" sign
(showing OPEN)



36" x 36" sign
(showing CLOSED)

- **Community Outreach Program**

Total number of 2024 presentations

15 (as of 2024-07-03)

2024-07-29

Kentville Rotary Club

- **Kings REMO Social Media**

Social media offer the opportunity to connect and cooperate with the networked public, take advantage of the capabilities and innovations of virtual volunteers, and to reach people quickly with alerts, warnings, and preparedness messages

Kings REMO actively uses social media to increase community awareness:

- Facebook followers:
 - 6,652 2023-07-17
 - 9,716 2024-07-03 (+ 3,064)
- X followers:
 - 854 2023-07-17
 - 985 2024-07-03 (+ 131)
- Instagram followers:
 - 263 2023-07-17
 - 301 2024-07-03 (+ 38)

- **Vulnerable Persons Registry (VPR)**

Kings REMO working to develop a 'Community of Champions' to increase awareness of the VPR Program

- 2023-09-21 38 registrations
- 2023-10-16 40 registrations
- 2024-01-15 47 registrations
- 2024-04-15 49 registrations
- 2024-07-03 50 registrations

Kings REMO REMC is focused on building a "Community of Champions" to increase awareness of the Kings VPR program

- **Training & Exercises**

ICS Training Schedule

2024 Planned Training – hosted by Kings REMO:

- Apr 24-25: ICS-200
- Jun 27: BEM Course
- Sep 11-13: ICS-300
- Sep 4 ICS-100
- Sep 26 BEM Course (New)
- Oct (tbd) ICS-200 (New)

2024 Planned Exercises

- 2024-04-18 Wildfire-Evacuation Workshop Kings REMO
- 2024-05-29/30 NS EMO Exercise Nova Bravo NS EMO
- 2024-07-11 Hurricane-ECC Activation Exercise Kings REMO
- 2024-11-21 Winterstorm-Shelter Exercise Kings REMO

2024-04-18 Wildfire-Evacuation Workshop After Action Review (AAR)

29 participants from Municipal staff & Agency Representatives

What went well:

- Relevant use of Lessons Learned from Upper Tantallon 2023 Wildfire
- Very well structured, presented & relevant
- A lot of relevant agencies present at the Workshop – useful to have a lot of stakeholders in the same room

Areas for Improvement

- More engagement, time and opportunity for discussion with participants
- Increased number of exercises with participation from Municipal units and Agency Reps
- More maps and relevance to area in Kings County

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE THE APRIL 18th WILDFIRE-ECC ACTIVATION WORKSHOP AFTER ACTION REVIEW

2024-05-30 NSEMO Exercise Nova BRAVO

45 participants from Municipal staff & Agency Representatives

What went well:

- Online Library (WebEOC) is a valuable resource
- Clear, concise and relatable exercise
- Good information sharing session

Areas for Improvement

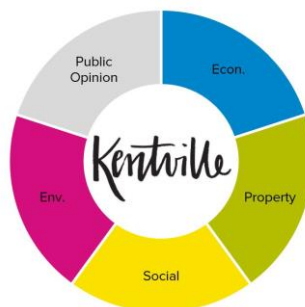
- Lots of new staff – need more training with more municipal employees
- Increased interaction with staff designated for positions within ECC
- Increased use of GIS technical support to prepare for real-world events

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE THE MAY 30th EXERCISE NOVA BRAVO AFTER ACTION REVIEW

Next Meeting: Monday, January 20, 2025

No Meeting will be scheduled for October 2024 due to Municipal Elections

Town of Kentville Decision Wheel:



COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Cathy Maxwell

Date: July 23/24

Date of Last Council Meeting Attended: July 23/24

Date of Last Council Advisory Meeting Attended: July 8/24

Date of Last Governance Session Attended:

Committee Meeting Attendance and Synopsis

| Date | Committee | Synopsis |
|------------|--------------------------------|---|
| July 4/24 | Special Council Meeting(Teams) | Joint meeting with regional municipalities involved in IMSA's |
| July 9/24 | Special Council Meeting | In camera |
| July 23/24 | Special Council Meeting | In camera |
| | | |
| | | |

Town of Kentville Event Attendance and Synopsis

| Date | Event | Synopsis |
|------------|--------------------------------------|--|
| July 20/24 | Canadian Mountain Bike Championships | Dropped in to see some of the Cross-Country Races. Fantastic Organization, athletes from across the country, Olympic caliber and great weather. Couldn't ask for more. Kudos to our Recreation Department and Volunteers for all their work and time to bring this quality event to Kentville. |
| July 22/24 | Oakdene Community Garden Visit | Stopped in to the community garden and chatted with a couple of members from the garden club filling the raised beds with soil. Many members of the garden club are from the seniors' apartments next |



COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

| | | |
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| | | <p>door and they are thoroughly enjoying their work in the garden. The crops are thriving, and they encourage people to come and take what they need. High praise was bestowed on our staff member Roxy who initiated this project. This is an amazing project and I encourage citizens to drop by Oakdene Park to see the garden and work being done by this group. Access is off the Oakdene Ave entrance.</p> |
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COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Deputy Mayor Cate Savage

Date: July 25th

Date of Last Council Meeting Attended: June 24th

Date of Last Council Advisory Meeting Attended: July 8th

COMMITTEE MEETING ATTENDANCE AND SYNOPSIS

| | Committee | Synopsis |
|-----------------------|------------------------------|--|
| June 24 th | Operational Budget | Budget presented via Director Matthews et al |
| July 3 rd | REMO | See attached minutes |
| July 4 th | IMSA | In camera meeting – dealing with IMSA – joint with MOK et al. |
| July 9 th | In camera meeting of council | Land matters – legal matters |
| July 23 rd | IAC | YTD results money weighted net 2.437 versus balanced income CAD 1.56% 13.183M |
| July 23 rd | Audit Meeting | Report to the audit committee – the TOK audited financials – consolidated were presented with notes from the Director of Finance - good clean audit – FCI should be favorable – no material issues via management letter |
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COUNCILOR REPORT KENTVILLE TOWN COUNCIL

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TOWN OF KENTVILLE EVENT ATTENDANCE AND SYNOPSIS

| | Event/Conference | Synopsis |
|-----------------------|---------------------|--|
| June 29 th | Pride Parade | Took part – walked in the PP – it was a wonderful day – I’m proud to say Kentville is an inclusive community |
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COUNCILOR REPORT KENTVILLE TOWN COUNCIL

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MISC EVENTS

| Date | Synopsis |
|------|----------|
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EXPENSES

| This month | Year to Date |
|------------|--------------|
| NIL | See website |



Municipality of the County of Kings

- Mayor Peter Muttart
- Deputy CAO Rob Frost

Town of Kentville

- Deputy Mayor Cate Savage
- Councillor Paula Huntley

Town of Berwick

- Mayor Don Clarke
- Councillor Derrick Jamieson

Town of Wolfville

- Councillor Jennifer Ingham
- Acting CAO, Beth Hopkins

ALSO ATTENDING

- Dan Stovel, Kings County REMC
- Craig Gibson, Municipality of the County of Kings Emergency Services Coordinator

ABSENT WITH REGRETS

- Councillor Dick Killam, Municipality of the County of Kings
- Councillor Jodi MacKay, Town of Wolfville
- CAO Scott Conrod, Municipality of the County of Kings
- CAO Jeff Lawrence, Town of Kentville
- CAO Jen Boyd, Town of Berwick

Agenda Item

Discussion and Decisions

1. Call to Order

Chair, Deputy Mayor Cate Savage, called the July 3rd REMAC Meeting to order at 10:00 am

2. Approval of Agenda

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE JULY 3, 2024, REMAC MEETING AGENDA BE APPROVED AS CIRCULATED

CARRIED

3. Approval of Minutes

a. April 15, 2024

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE KINGS COUNTY REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE MEETING OF APRIL 15, 2024, BE APPROVED AS CIRCULATED

CARRIED

4. Presentation:

a. NS Power

Michael Amero & Darrell Emberly, NS Power
NSPI Emergency Service Restoration Plan (ESRP)

- Key Components
 - Formalized Response Trigger Levels
 - Formal Emergency Operations Centre (EOC) & Team
 - EOC Storm Lead responsible for overall restoration response
 - Detailed roles, responsibilities, and standardized reporting for all functions



| Agenda Item | Discussion and Decisions |
|---|---|
| | <ul style="list-style-type: none">○ Detailed pre-event planning○ Comprehensive sub-plans; including<ul style="list-style-type: none">▪ High level damage assessment▪ Integrated customer communications▪ Proactive customer coordination initiatives▪ Integrated corporate logistics support● Outage response is company-wide● Power restoration is led from the Emergency Operations Centre (EOC)● 4-Level Response Triggers based on predicted number of customers impacts and predicted hours out● Restoration priorities<ul style="list-style-type: none">○ Reactive Public Safety – Emergency Situations○ NSPI Critical Infrastructure – Transmission & Substations○ EMO Critical Infrastructure○ Main line distribution feeders○ Branch line distribution feeders○ Individual Service● Customer Coordination ESRP<ul style="list-style-type: none">○ Customer outage line – dedicated line 1-877-428-6004○ 24-hour availability○ Customized restoration information aligned to customer telephone exchange○ Automatic outage reporting via telephone |
| 5. New Business | |
| a. NS Guard Update | <ul style="list-style-type: none">● 2024-06-20 NS Government announced official registration portal for the NS Guard ready to receive applications● People can identify which skills they can contribute during an emergency and list preferences such as availability, the distance they are willing to travel, and more● Register at https://nsguard.ca/● Volunteers can call 211 for help filling out the form, if needed |
| b. ECCC Coastal Flooding Prediction and Alerting Program | <ul style="list-style-type: none">● Starting in May 2024, Environment and Climate Change Canada (ECCC) will begin implementing a comprehensive coastal flooding prediction and alerting program. This new program will allow our meteorologists to issue coastal flooding alerts and forecasts across most of the country, using both the probability and expected impact of an event. These services will give early warning to emergency management organizations and Canadians about the risk of coastal flooding. |



Agenda Item

Discussion and Decisions

- Coastal Flooding – Warning (Nova Scotia):
 - Issued on total water levels obtained by combining predicted storm surge heights with astronomical tides and considering the impacts of waves. Site-specific flood thresholds are defined above Highest Astronomical Tide (HAT).
 - If the water level is expected to exceed these thresholds, a coastal flooding warning is issued. The height of these flood thresholds above local HAT varies as a function of the infrastructure exposure, range of tide, and the frequency of storm surges and waves.
- c. **Kings REMO Wildfire Preparedness & Response Plan (WPRP), Change 2**

REMC presented summary of Changes highlighted for Change 2:

 - Administrative:
 - Cover Page – Effective date and Municipal Logo update)
 - Map – page iv (REMO logo and Municipal Logo update)
 - Section 1.3 – References (page 4):
 - Updated to current Kings REMO EM Plans
 - Section 2.3.1 – Wildfire Frequency (page 6):
 - 18-year period is 20 wildfires per year
 - Section 5.2 – Plan Review & Maintenance (page 20):
 - Dates of Review updated with Plan Revision (Change 2)
 - Annex E – Lessons Learned
 - Updated with Lessons learned from 2023 Upper Tantallon Wildfire
 - Annex G – Wildfires – Public Service Announcements (PSAs)
 - Updated with more examples of PSAs
 - Annex H – Wildfires – References
 - Regional update for Kings County Comfort Centres
 - Approval Timeline:
 - 2024-06-20 Kings REMO REMPAC Meeting Review & Approval
 - 2024-07-03 Kings REMO REMAC Meeting Final Approval

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE CHANGE 2 TO THE KINGS REMO WILDFIRE PREPAREDNESS AND RESPONSE PLAN, DATED JUNE 2024

CARRIED



| Agenda Item | Discussion and Decisions |
|---|--|
| d. 2024 Wildfire Season | <ul style="list-style-type: none"> Nova Scotia Wildfire Season: March 15 to October 15 58 Wildfires across Nova Scotia as of 2024-07-03, and five (5) Wildfires reported in Kings County 18-year average in Kings County: 20 wildfires per year |
| e. 2024 Hurricane Season | <ul style="list-style-type: none"> 2024 forecast to be an 'Above-Normal' Hurricane Season <ul style="list-style-type: none"> 17-25 named storms average 14 8-13 Hurricane Strength average 7 4-7 Major Hurricanes (Category 3 to 5) average 3 Peak Atlantic Hurricane Season: Aug-Sep-Oct |
| f. Extreme Heat Events – Wellness Checks | <ul style="list-style-type: none"> Extreme Heat is a health risk As our climate continues to change, extreme heat events/heat waves are expected to increase in frequency, length and severity, resulting in increased health risks for many Canadians The document 'Health Checks during Extreme Heat Events' developed by the National Collaborating Centre for Environmental Health (NCCEH) has been distributed across Kings County for awareness. 2024-06-18 CTV Morning Show – Kings REMO 2024-06-20 CBC Radio Information Morning – Kings REMO |
| g. Kings REMO Program Update | |
| (1) Comfort Centres | <p>www.KingsREMO.ca/comfort.aspx</p> <ul style="list-style-type: none"> 26 Comfort Centres (as of 2024-07-03) <ul style="list-style-type: none"> Woodville Community Centre replacement generator installed Gibson Woods Community Centre signed Comfort Centre MOU 2024-05-07 <p>Pending Additions (Provincial & Municipality of the County of Kings Generator Program Funding):</p> <ul style="list-style-type: none"> Valley Community Learning Association (Kentville) – generator installed Salvation Army Church (Kentville) Morden Community Centre (Morden) Bethany Memorial Baptist Church (Aldershot) |

Agenda Item

Discussion and Decisions

Kings REMO REMC finalized purchase of Kings County Comfort Centre Signs and is in process of having delivered to all Comfort Centres in Kings County. 22 of 25 signs delivered to centres across Kings County.



(2) Community Outreach Program

2024 Presentations: 15 (as of 2024-07-03)

- 2024-07-29 Kentville Rotary Club

ACTION: Kings REMO REMPC membership to promote the Kings REMO Community Outreach Program

(3) REMO Social Media

Kings REMO actively uses Social Media to increase community awareness:

- Facebook followers:
 - 6,652 2023-07-17
 - 9,716 (+ 3,064) 2024-07-03
- 'X' followers:
 - 854 2023-07-17
 - 985 (+ 131) 2024-07-03
- Instagram followers:
 - 263 2023-07-17
 - 301 (+ 38) 2024-07-03

ACTION: Kings REMO REMPC membership to promote Kings REMO Social Media

(4) Vulnerable Persons Registry (VPR) Program

- Kings VPR Registry:
 - 40 registered 2023-10-16
 - 47 registered 2024-01-15
 - 49 registered 2024-04-15
 - 49 registered 2024-07-03
- Kings REMO REMC is focused on building a "Community of Champions" to increase awareness of the Kings VPR program



| Agenda Item | Discussion and Decisions |
|---|--|
| (5) Training & Exercises | |
| i. Training Forecast | <p>2024 Training scheduled for Kings REMO:</p> <ul style="list-style-type: none"> Feb 29 BEM Mar 7 ECC Course Cancelled Apr 24-25 ICS 200 New Jun 27 BEM New Sep 4 ICS-100 New Sep 11-13 ICS 300 Sep 26 BEM Oct ## ICS-200 (dates TBD) Dec ## BEM (date TBD) |
| Exercise Forecast | <ul style="list-style-type: none"> 2024-07-11 Hurricane-ECC Activation Exercise 2024-11-21 Winterstorm-Shelter Exercise |
| (2) 2024-04-18 Wildfire Workshop After Action Review | <ul style="list-style-type: none"> 29 participants from Municipal staff & Agency Representatives What went well: <ul style="list-style-type: none"> Relevant use of Lessons Learned from Upper Tantalion 2023 Wildfire Very well structured, presented & relevant A lot of relevant agencies present at the Workshop – useful to have a lot of stakeholders in the same room Areas for Improvement <ul style="list-style-type: none"> More engagement, time and opportunity for discussion with participants Increased number of exercises with participation from Municipal units and Agency Reps More maps and relevance to area in Kings County <p>MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE THE APRIL 18th WILDFIRE-ECC ACTIVATION WORKSHOP AFTER ACTION REVIEW</p> <p style="text-align: right;">CARRIED</p> |
| (3) 2024-05-30 Exercise Nova Bravo After Action Review | <ul style="list-style-type: none"> 45 participants from Municipal staff & Agency Representatives What went well: <ul style="list-style-type: none"> Online Library (WebEOC) is a valuable resource Clear, concise and relatable exercise Good information sharing session |



Agenda Item

Discussion and Decisions

- Areas for Improvement:
 - Lots of new staff – need more training with more municipal employees
 - Increased interaction with staff designated for positions within ECC
 - Increased use of GIS technical support to prepare for real-world events

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE THE MAY 30th EXERCISE NOVA BRAVO AFTER ACTION REVIEW

CARRIED

6. Roundtable Discussion

Councillor Ingham, Town of Wolfville

- Wildfires are a concern, having recently travelled through the Seabright area and seen the devastation from the Upper Tantallon Wildfires
- More and more individuals are living rough in communities and are impacted by increasing heat – municipal staff and compliance/bylaws officers involved in conducting wellness checks in their communities
- VPR Program – potential to investigate registration of those individuals who may be temporarily be vulnerable. REMC highlights that under the new NS Department of Emergency Management there was potential for guidance at a provincial level for future regional VPR programs

Mayor Don Clarke, Town of Berwick

- Involved with municipal government for 25 years and while there had been previous discussions regarding EMO, it has only been since the launch of the current REMO structure in April 2018 that significant success has been achieved

Councillor Paula Huntley, Town of Kentville

- Confirmed that the Kentville Lions Club does not have a generator
- VPR Program – potential to look at using the wording of 'accessibility' for future VPR program announcements

Deputy Mayor Cate Savage (REMAC Chair), Town of Kentville

- Expressed committees thanks to Kings REMO REMC for all the efforts put forward in the development of the Kings REMO Programs



Agenda Item

7. Next Meeting

Discussion and Decisions

- The next regularly scheduled meeting of the Kings REMO Regional Emergency Management Advisory Committee is scheduled for Monday, January 20, 2025
 - No meeting scheduled for October 2024 due to Municipal Elections

8. Adjournment

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE JULY 3RD MEETING OF THE REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE BE ADJOURNED AT 11:24 AM

CARRIED

Approved at the January 20, 2025, Regional Emergency Management Advisory Committee Meeting

As recorded by Dan Stovel, Regional Emergency Management Coordinator (REMC)

COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

Name: Councilor Andrew Zebian

Date: July 29/24

Date of Last Council Meeting Attended: June 24/24

Date of Last Council Advisory Meeting Attended: July 8/24

COMMITTEE MEETING ATTENDANCE AND SYNOPSIS

| Date | Committee | Synopsis |
|------------|-----------------|--|
| July 18/24 | Joint Fire | Tanker 22 is delayed from arriving this Fall. Hopefully it will arrive in February of 2025. There will be some renovations to the back entrance of the firehall. New Back doors have arrived and new stairs will be installed. Currently the department has 58 members but not all are interior fighters. About half of the members are experienced for interior. A brush truck was purchased by the KVFD using their 50/50 funds. It will be an asset to the department. Last year, this department had 500 calls for service and this year they have had 238 up until July 17. |
| June 23 | Audit Committee | Audit Meeting. Audit Committee Package has arrived and will be discussed at this meeting. This report was written in advance of the meeting. |
| | | |
| | | |

TOWN OF KENTVILLE EVENT ATTENDANCE AND SYNOPSIS

| Date | Event/Conference | Synopsis |
|------|------------------|----------|
|------|------------------|----------|



COUNCILOR REPORT

KENTVILLE TOWN COUNCIL

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|-----------|--|
| July 2024 | I attended the Lions Club Social on July 12 th . Great to see folks there and appreciate how much this group gives back to the Community. |
| July 2024 | Many phone calls/drop ins over various matters in Town, including flooding, crosswalk safety, bike lane queries continue to come in daily as folks are expecting to see signage on the bike lanes. |

EXPENSES

| This month | Year to Date |
|------------|--------------|
| 36.51 | Cell Phone |



Councilor Report

Kentville Town Council

Name: Sandra Snow

Date: 24 July 2024

Date of Last Council Meeting Attended: 24 June 2024

Date of Last Council Advisory Meeting Attended: 8 July 2024

Committee Meeting Attendance and Synopsis

| Date | Committee | Synopsis |
|-----------|---|---|
| 19 Jun 24 | IMSA Board meeting | Monthly board meeting |
| 19 Jun 24 | SWPP Committee meeting | See below |
| 19 Jun 24 | Kentville Water Commission Meeting | See below |
| 19 Jun 24 | Kentville Water Commission Budget Meeting | See below |
| 20 Jun 24 | VREN Economic Taskforce | Round table on economic uptake in the Kings region |
| 24 Jun 24 | NSFM Board Meeting | Quarterly board meeting |
| 24 Jun 24 | Council Meeting | Proposed 2024-2025 Town of Kentville Operating Budget Racquet Facility Update Letter of Support – Chain Lakes Protected Areas Kentville Rotary Gazebo Donation Kentville Recreation Hub Heat Pump Public Works Capital Request Environmental Planning Task Team |
| 26 Jun 24 | NSFM Executive Meeting | CBRM policing |
| 4 Jul 24 | IMSA Joint Meeting | Extension of Interim IMSA project for one year |
| 5 Jul 24 | Kings Mayors | Lunch meeting to discuss on-going local matters |
| 8 Jul 24 | CAC | Oakdene Park Community Garden Group Clean Community Capacity Program Update |



Councilor Report

Kentville Town Council

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| | | Bursary recipients Returning Officer |
| 9 Jul 24 | Special Meeting of Council | In-camera legal |
| 10 Jul 24 | IMSA VW Audit Committee | Monthly Meeting receive reports on Valley Waste and Kings Transit |
| 12 Jul 24 | Meeting | CAO and Councillor Yorke met with Mayor to discuss details from Regional recreation facility committee meeting |
| 15 Jul 24 | IMSA KTA Audit Committee | Special Meeting of the board to receive the report on details from the WSP transit study |
| 17 Jul 24 | IMSA Board Meeting | Monthly board meeting and presentation of audited financial statements |
| 23 Jul 24 | Investment Advisory Committee | Update on investment portfolio and way ahead based on markets |
| 23 Jul 24 | Audit Committee Meeting | See below |
| 23 Jul 24 | Special Meeting of Council | Regional Recreation Facility |

Conference Attendance and Synopsis

| Date | Conference | Synopsis |
|-----------|----------------------------------|--|
| 25 Jun 24 | Low Carbon Leadership Symposium | One event held in Truro to discuss the changes to lowering carbon. Grants and initiatives available to municipalities. |
| 26 Jun 24 | NSP presentation to NSFM members | On-line discussion with Nova Scotia Power on provision of services |

Committee Meeting Synopsis – Completed by Committee Representative only

| Detail | Synopsis | | |
|---------------------|--|---------------|------------|
| Committee Name | SWPP Committee | Meeting Date: | 19 June 24 |
| Meeting Highlights: | Water quality remains high and consistent with all parameters in Canadian guidelines. Kings is conducting a secondary planning strategy for New Minas and a new overlay on the SWP Plan. | | |
| Budget: | N/A | | |



Councilor Report

Kentville Town Council

| | | | |
|----------------------------|---|----------------------|------------|
| New Projects: | N/A | | |
| Policy Changes: | N/A | | |
| Detail | Synopsis | | |
| Committee Name | Kentville Water Commission | Meeting Date: | 19 June 24 |
| Meeting Highlights: | <p>Operational update, all is running well. Wells are producing as expected. There will be a requirement for a water rate study as our expenses are exceeding revenue. Note the deficit funding in the operational budget. There were three water utility accounts totalling \$355.96 considered uncollectable.</p> <p>Mr Cliff Hill's term on the commission has come to an end. There is a requirement to advertise for a new citizen committee member.</p> | | |
| Budget: | <p>The annual budget meeting was held subsequent to the commission and approved for input to the Town of Kentville operational and capital budgets, as follows:</p> <p>Kentville Water Commission operating budget Revenue \$2,001,350 Expenditures \$1,904,948 Budgeted Deficit (\$58,100)</p> <p>Kentville Water Commission capital budget \$737,500</p> | | |
| New Projects: | <p>Conduct a water rate study.</p> <p>Make a request of the UARB for a water rate increase.</p> <p>Advertise for a new citizen member</p> | | |
| Policy Changes: | N/A | | |
| Detail | Synopsis | | |
| Committee Name | Audit Committee Meeting | Meeting Date: | 23 July 24 |
| Meeting Highlights: | The audit was unqualified. | | |
| Budget: | N/A | | |
| New Projects: | <p>Appoint two new citizen members</p> <p>Extend audit contract by two year</p> | | |
| Policy Changes: | The auditor recommended that the committee meet at least four times a year, two times with the auditor and two times without the auditor | | |

Councilor Report

Kentville Town Council

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| | present. Meetings could be timed with quarterly statements and include presentation of the FCI. |
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Misc Events

| Date | Synopsis |
|-----------|--|
| 27 Jun 24 | Meeting with Ron Lovett – VIDA homes |
| 27 Jun 24 | KCA Grade 8 Graduation Ceremony – greeting |
| 10 Jul 24 | Meeting with potential election candidate |
| 24 Jul 24 | Meeting with families on Ryan's Park |

24 July 2024

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

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

**RE: TOWN OF KENTVILLE AUDIT COMMITTEE
RECOMMENDATIONS**

The Town of Kentville audit was conducted by the firm of Kent and Duffett Chartered Professional Accountants during the months of June and July 2024.

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 October 2023 for 2023-2024:

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

Two members of the public were appointed in October 2023 for 2023-2024:

Ms Susan MacDougall (voting); and
Mr Jim Noonan (voting).

Two members of Staff:

Ms Wanda Matthews, Director of Finance;
and
Mr Jeff Lawrence, Chief Administrative
Officer.

The Audit Committee met on 22 February 2024 as a pre-audit meeting. The committee received the resignation of citizen member Susan MacDougall. It was determined that a notice would be provided on the TOK website as per policy to solicit interest for the vacant citizen committee position.

Three applications were received and evaluated against the best practice skills matrix. The committee selected Mr Mike McLean as recommendation to council to fill the vacant position. Mr Noonan advised that he would complete his committee term this audit. The

recommendation to council from the committee for that position is Mr David Ritcey.

The committee met on 23 July 2024, 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 was considered an **"UNQUALIFIED AUDIT"**.

The 2024 Management Letter to the Audit Committee was discussed by the auditor in his presentation to the committee, there were no materiel weaknesses or significant deficiencies. The auditor will provide an update to council on the other deficiency this evening in his presentation to council.

The auditor recommended that the audit committee meet at least twice per year with the auditor and at least twice per year as a committee without the auditor.

The Audit Committee recommendations are as follows:

- it is recommended **that the council accept the 2023-2024 audit report and documentation as presented.**
- it is recommended **that the Town of Kentville Council extend the current contract and reappoint the firm of Kent and Duffett Chartered Professional Accountants to provide audit services for two years 2024/2025 and 2025/2026. The firm was previously selected and approved for a five-year contract with the Town of Kentville. The contract has a clause which provides for extension. Re-appointment occurs annually as a matter of form**

- it is recommended **that the council appoint the following citizen committee voting members to the 2024/2025 Audit Committee** as per G57 Committees of Council Policy:
 - **Mr Mike McLean; and**
 - **Mr Dave Ritcey.**



Sandra Snow
Mayor
Audit Committee Chair



PROPOSED "Ryan's Park"

Application for Site Plan Approval on two 88 Unit Multiunit Dwellings.
PID # 55542963 and 55542955
25 School Street, Kentville

Applicant: ENQORE Developments Limited
Date: July 2024
Prepared by: Raleigh King, Junior Planner
Reviewed by: Derek Robertson, Senior Planner
Presented at July 29 2024 Regular Council Meeting



REPORT OVERVIEW

| | | | |
|--|--|--|--|
| | | | |
| Request | We received an application to amend an existing Site Plan Approval at 25 School Street (PID 55542963 & 55542955) to allow for two 88-unit multi-unit dwellings. The original Site Plan Approval was for two 40 units multi-unit dwellings and one 39-unit multi-unit dwelling. | | |
| Description | <p>ENQORE Developments LTD has applied to amend the existing Site Plan Approval to two 88-unit multi-unit dwellings for a total of 176 units at 25 School Street (PID# 55542963 & 55542955). This is an amendment to a previous plan that originally would have 3 buildings that would total 119 units.</p> <p>Both Lots reside within the C1 General Commercial Zone of the Town of Kentville. 6.2.3 of the Town of Kentville's Land Use By-law permits multi-unit residential dwellings in the C1 zone by Site Plan Approval.</p> <p>Under Section 6.1.7 of the land use bylaw, there are criteria for site plan approval in commercial zones. The proposed development meets these criteria, and as such the Development Officer granted the Site Plan Approval.</p> <p>As part of the Site Plan Approval Process, neighboring properties must be notified of the decision. After notification was sent out, three property owners appealed. The three appeals primarily address concerns over increased traffic, a perceived lack of green space, and the lack of a "hearing" before granting the Site Plan Approval (see Appeals).</p> <p>Traffic impact is addressed within the Site Plan Approval criteria the Town Engineer has provided comments that he is satisfied that the proposed development meets all outlined criteria for traffic in the Town's planning documents.</p> <p>The required green space is also addressed by the Site Plan Approval criteria, through the LUB's Amenity Space requirements for multi-unit residential buildings, and the yard setbacks established for the zone. The proposed development conforms to all requirements.</p> <p>The Site Plan Approval process is set out in section 232 Municipal Government Act and does not require a hearing or public meeting. Only notification of neighboring properties with an opportunity to appeal.</p> | | |
| Recommendation | It is recommended that Council uphold the Development Officer's decision to grant site plan approval for the proposed two 88-unit multi-unit dwellings at 25 School Street (PID 55542963 & 55542955). | | |
| Relevant Policies and Legislation | Section 231-233 of the Municipal Government Act Municipal Planning Strategy Land Use By Law | | |
| Follow Up Action | When a Site Plan Approval is appealed, Council may make any decision that the Development Officer could have. After all appeals have been heard Council's decision on the Site Plan Approval is final and cannot be appealed. | | |

| | |
|-----------------------------------|----|
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Background

We have received a request to modify an existing Site Plan Approval that was granted in June of 2019. The original approval was for 18 townhouses, which have already been built on the neighbouring lot to the north with PID 5542971, as well as two 40-unit multi-unit dwellings and one 39-unit multi-unit dwelling located on PIDs 55542963 and 55542965 (see Original Site Plan). The proposed amendment is to change these three multi-unit dwellings, totalling 119 units, to two 88-unit multi-unit dwellings for a combined total of 176 units (see Amended Site Plan).

Policy Analysis

PIDs 55542963 and 55542965 are zoned General Commercial (C1). **Multi-unit dwellings are permitted in the C1 zone as per 6.2.3 of the Town of Kentville's Land Use By-Law (LUB).**

LUB 4.1.27 states, "Site Plan Approval is a tool permitted under the Municipal Government Act that relies entirely upon the development officer to evaluate development proposals based on their compliance with a predetermined set of objectives that are written out in the planning documents. The benefit of site plan approval is that it does not require a public hearing or a lengthy approval process compared to the Development Agreement process which can be lengthy and expensive to process, resulting in a legal contract between the developer and the Town. The Town has opted to allow certain development by Site Plan approval as provided for within this Bylaw."

Sections 231-233 of the Municipal Government Act govern the Site Plan Approval process. **As stated in the LUB, a public hearing is not required.** Instead, the Development Officer reviews the proposed development against predetermined criteria in the Town's planning documents. If the proposed development meets the criteria established by Council, the Development Officer will approve the proposed development. After approval, the Development Officer notifies all property owners within 30m of the subject property of the intent to approve the development. **Notified property owners are given 14 days to announce their intent to appeal the decision to Council (see Notification Letter). An appellant must demonstrate that the proposed development does not meet the criteria laid out within the Town's Planning Documents. Once all appeals have been heard, Council may make any decision the Development Officer could have.**

The criteria for Site Plan Approval in the C1 zone are found in part 6.1.7 of the LUB, which is below in italics, with the Development Officer's response to each item in green.

The following site plan criteria shall apply to all new developments that are permitted through the site plan approval process in all applicable Commercial Zones. No development permit shall be issued for development that is inconsistent with these criteria, in addition to all applicable zone standards and other requirements of this Bylaw:

- a) *the location of new structures (or an addition to an existing structure) is located on the lot so as to minimize any adverse impacts on the surrounding neighbourhood, including, but not limited to noise, dust, or lighting;*
Yes, buildings are setback appropriately from streets and a good distance from neighbouring residential properties. Existing vegetation near neighbouring properties is retained. (see Landscape Plan)
- b) *the location of off-street parking and loading facilities are located and designed as to minimize any adverse impact on the surrounding neighbourhood;*
Reviewed by Town Engineer who responded positively. (see Engineer email)
- c) *the location, number and width of ingress and egress points are designed to prevent traffic congestion, nuisance and inconvenience in the area and minimize any adverse impact on the surrounding neighbourhood;*
Reviewed by Town Engineer who responded positively. (see Engineer email)
- d) *the type, location and height of walls, hedges, fences, trees, shrubs, groundcover or other landscaping elements are designed and built so as to protect and minimize any adverse impact on neighbouring properties;*
Yes, the developer confirmed via email that the existing shade tree barrier near Comeau Avenue, as shown on the previous Site Plan, will be retained. (see Landscape Plan)
- e) *the existing vegetation, where possible and deemed practical, be retained so as to lessen or reduce any adverse impact on abutting properties or the surrounding neighbourhood;*
Yes, the site plan shows existing vegetation retained wherever possible. (see Landscape Plan)
- f) *the location of pedestrian walkways, and/or related infrastructure, shall be provided to link public walkways and parking areas to the entrance of the primary building;*
Yes, the Site Plan shows pedestrian walkways to both Comeau Avenue and Elizabeth Avenue. (see Amended Site Plan)
- g) *the type and location of outdoor lighting is designed to light the structure, driveways and any pedestrian walkways, but shall not directed onto neighbouring properties;*
Yes, lighting plan provided appears appropriate. (See Lighting Plan)
- h) *the location of facilities for the storage of solid waste provides for a maximum separation for residential development, public areas, and adjacent properties;*
Yes, solid waste storage is in the underground parking area. (see Building Plan)
- i) *the location of existing easements shall be identified;*
Yes.
- j) *the management of storm and surface water is addressed, and associated plans are approved by the Town Engineer;*
Reviewed by Town Engineer, who responded positively. (see Engineer email)
- k) *the type, location, number and size of signs or sign structures do not negatively alter the appearance of the neighbourhood; and*

No signage will be permitted as part of this Site Plan Approval. If the developer wishes to add signs later, they must apply for a separate Development Permit and meet all the requirements for signage as laid out in the LUB.

- l) the above listed items are maintained in a manner suitable and complementary to the surrounding neighbourhood.*

Yes, the buildings are attractive and match existing townhouses to the North. (see Building Plan)

The lot standards for the C1 zone are found in section 6.2.6 of the LUB in Tabel 6.1:

6.2.6 General Commercial (C1) Zone Requirements

In a General Commercial (C1) Zone, no Development Permit shall be issued except in conformity with the following requirements:

Table 6.1 C1 Zone Requirements

| | | | |
|------------------------------|---------------------------|-----------------------|-----------------------|
| Minimum Lot Area | | 5 000 ft ² | 464.52 m ² |
| Minimum Lot Frontage | | 50 ft | 15.24 m |
| Minimum Front Yard | | 0 ft | 0 m |
| Minimum Flankage Yard | | 5 ft | 1.52m |
| Minimum Rear Yard | Abutting Commercial Zone | 0 ft | 0 m |
| | Abutting Residential Zone | 10 ft | 3.05 m |
| Minimum Side Yard | Abutting Commercial Zone | 0 ft | 0 m |
| | Abutting Residential Zone | 10 ft | 3.05 m |

Section 6.1.1 of the LUB sets additional, more restrictive requirements for C1 developments abutting residential properties. **6.1.1 a) states, "The minimum yard requirement for the abutting side yard shall be 20 ft (6.10 m)". 6.1.1 c) states, "No parking space shall be permitted in an abutting yard within 20 ft (6.10 m) of a side or rear lot line in the Commercial Zone."** The Setbacks of the Proposed Development meet or exceed all these requirements (see Amended Site Plan).

Section 4.1.3 of the LUB states:

- a) **All new Multi-Unit Developments containing four or more dwelling units shall provide On-Site Amenity Space in accordance with the following requirements:**

| | | |
|--------------------------|------------------------------|-------------------------------|
| Bachelor and One Bedroom | 200 ft ² per unit | 18.58 m ² per unit |
| Two bedroom | 225 ft ² per unit | 20.90 m ² per unit |
| Three or more bedrooms | 255 ft ² per unit | 23.69 m ² per unit |

- b) **Amenity space may include decks, balconies, gardens, landscaped open space, gyms, pools and other**
- c) **Useable outdoor recreation amenity space shall be located in the side or rear yards and the recreation space must be usable space, meaning it shall be cleared, levelled, and grassed or otherwise landscaped to create an attractive outdoor recreation space for the amenity of the residents on the lot.**
- d) **Amenity space shall be waived for all residential conversions**

The proposed buildings include 34 one-bedroom units ($34 \times 200 \text{ ft}^2 = 6,800 \text{ ft}^2$) and 54 two-bedroom units ($54 \times 225 \text{ ft}^2 = 12,150 \text{ ft}^2$), requiring a total amenity space of 18,950 ft² per building ($6,800 + 12,150 = 18,950 \text{ ft}^2$). The proposed North Building has 12,920 ft² of balcony space and 9,225 ft² of landscaped outdoor space, totaling 22,145 ft² of amenity space. The proposed South Building has 12,920 ft² of balcony space and 6,620 ft² of landscaped outdoor space, totaling 19,540 ft² of amenity space (refer to Amenity Plan).

According to Table 4.2 of the LUB, multi-unit dwellings in the C1 zone require 0.5 parking spaces per unit. With 176 units, only 88 parking spaces are required. The developers have chosen to provide 166 surface parking spaces, along with additional underground parking, greatly exceeding the minimum required (see Building Plans).

Appeals



Site Plan Approval Appeal Form

TAKE NOTICE that, I, Tanice "Jul" MacHattie
STATE NAME(S) OF PERSON(S) APPEALING
 submit this appeal of a decision made by the Development Officer on July 8, 2024
DATE
 respecting the property located at 25 School St, Kentville, Nova Scotia.
ADDRESS
 Written notice of the decision was received on June 24/2024
DATE

Section 232(2) of the Municipal Government Act provides that a property owner within 30 (thirty) metres may appeal the approval of a Site Plan on the grounds that the decision of the Development Officer does not comply with the Land Use By-law.

Describe how the decision of the Development Officer fails to comply with the Land Use By-law:

Proposal exceeds ^{zoning} to house an additional 176 residences ^{in 2x High Rises}. Concerns over safety of streets, congestion of traffic, noise increase, no green space impact on local deer.

DATED at 14 School St, Kentville, Nova Scotia,
 this 8th day of July, 2019.

Signature Jul

Contact Information

Mailing Address: Street 14 School St
 City Kentville Prov NS Postal Code B4N 5G9
 Phone Numbers: Home 902 690 7466 Work Fax
 Email Address julimachattie@gmail.com

354 Main Street, Kentville, NS B4N 1K6



Site Plan Approval Appeal Form

TAKE NOTICE that, I, ARYAN SARVIAN
STATE NAME(S) OF PERSON(S) APPEALING
submit this appeal of a decision made by the Development Officer on June 2024
DATE
respecting the property located at 64 School Street, Kentville, Nova Scotia.
ADDRESS
Written notice of the decision was received on June 24 / 2024
DATE

Section 232(2) of the Municipal Government Act provides that a property owner within 30 (thirty) metres may appeal the approval of a Site Plan on the grounds that the decision of the Development Officer does not comply with the Land Use By-law.

Describe how the decision of the Development Officer fails to comply with the Land Use By-law:

Land is primarily C1 Zoning. Does not meet zoning criteria to build 2 (88 unit) 9 Story Buildings. Irrespective to zoning, a hearing must be called - as residents within 30 metres are strongly against this decision. Clarity needs to be provided on infrastructure ie) Entry & Exit paths with such a massive influx of people in neighborhood.

DATED at TOWN HALL KENTVILLE, Nova Scotia,
this 8th day of July, 2024
Signature Aryan Sarvian

Contact Information

Mailing Address: Street 64 School Street
City Kentville Prov N.S Postal Code B4N 2P9
Phone Numbers: Home (912) 300-5025 Work _____ Fax _____
Email Address Ary Sarvi 1986@gmail.com



Site Plan Approval Appeal Form

TAKE NOTICE that, I, Ashleigh Robinson
STATE NAME(S) OF PERSON(S) APPEALING

submit this appeal of a decision made by the Development Officer on _____
DATE

respecting the property located at 74 School St, Kentville, Nova Scotia.
ADDRESS

Written notice of the decision was received on _____
DATE

Section 232(2) of the Municipal Government Act provides that a property owner within 30 (thirty) metres may appeal the approval of a Site Plan on the grounds that the decision of the Development Officer does not comply with the Land Use By-law.

Describe how the decision of the Development Officer fails to comply with the Land Use By-law:

Land is primarily C1 Zoning. Does not meet Zoning Criteria to build 2 (88 unit) 9 story building. Irrespective to Zoning a hearing must be called as residents within 30 meters are strongly against this decision. Clarity needs to be provided on Infrastructure - >

DATED at 74 School St Kentville, Nova Scotia,

this 8th day of July 2024, 2019.

Signature Ashleigh Robinson

Contact Information

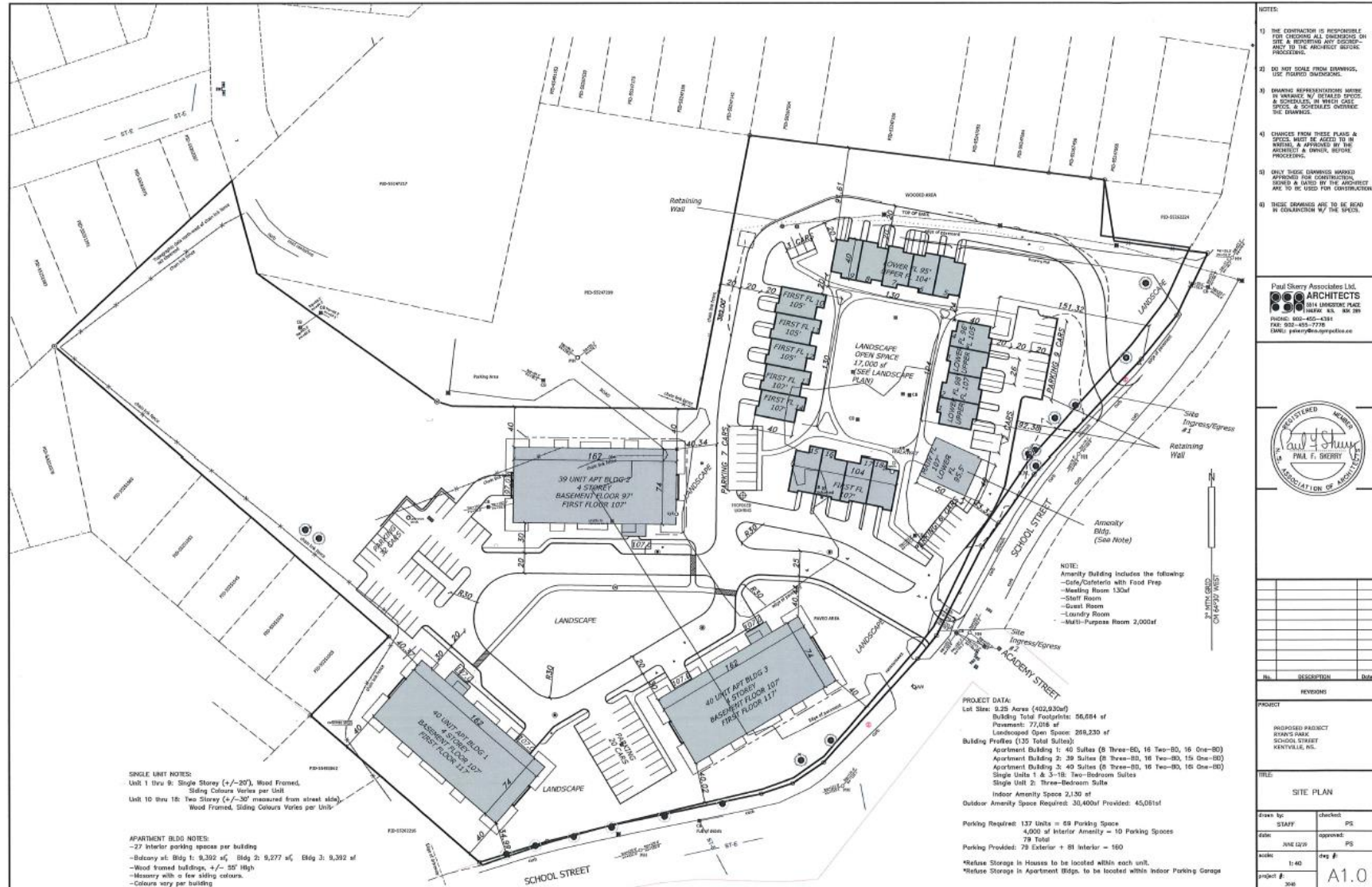
Mailing Address: Street 74 School St

City Kentville Prov NS Postal Code B4N 2P9

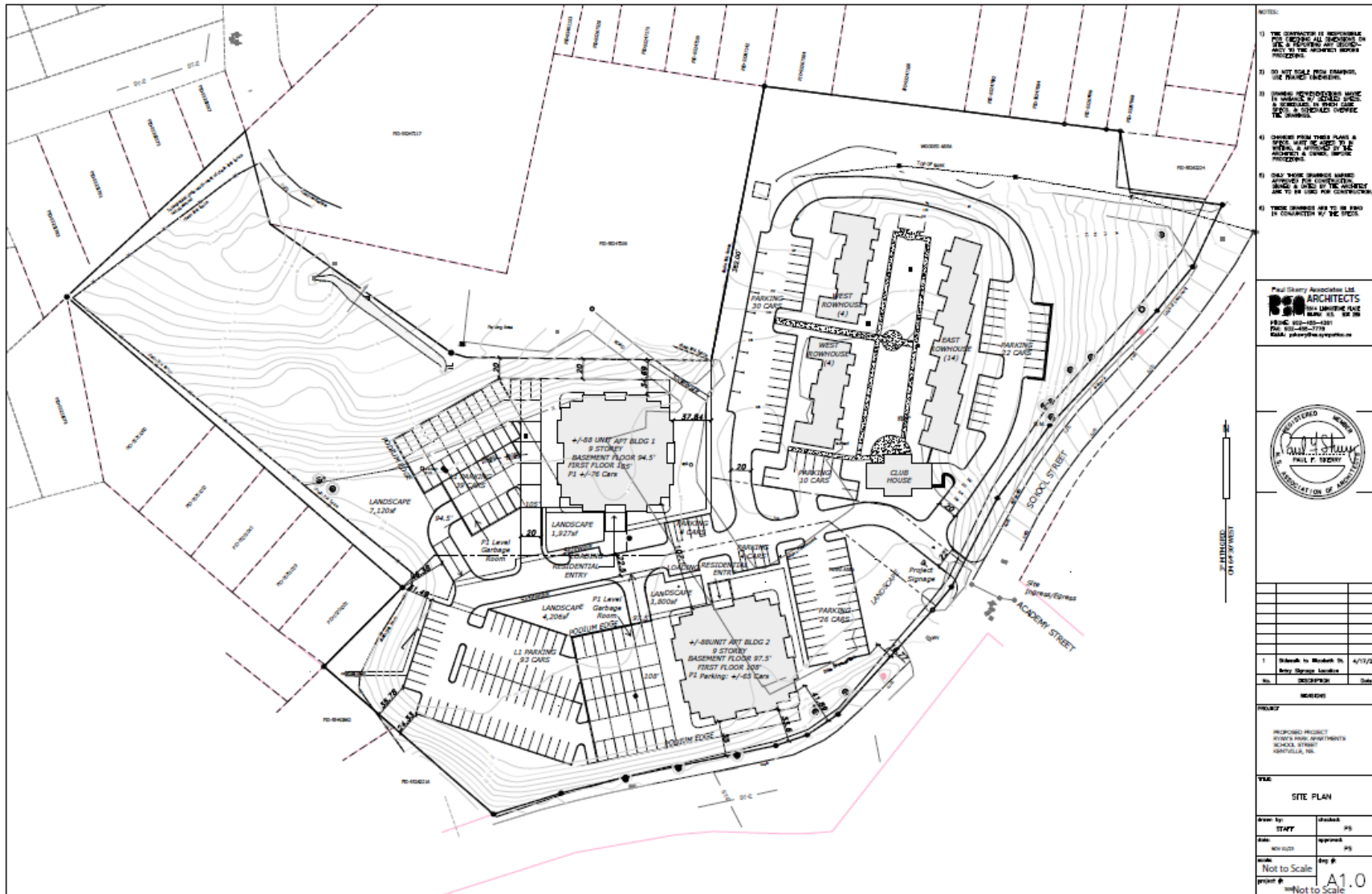
Phone Numbers: Home 905-920-0469 Work _____ Fax _____

Email Address ashleighrobinson16@hotmail.com

Original Site Plan



Amended Site Plan



Notification Letter



June 21, 2024

RE: Site Plan Approval – 25 School Street

Dear Property Owner,

This letter is to notify you that the Development Officer for the Town of Kentville has approved an amendment to a Site Plan under the provisions of Section 232 of the Municipal Government Act of Nova Scotia and Section 4.1.27(a) of the Land Use Bylaw which requires site plan approval for:

- New Structures or additions in the General Commercial (C-1) zone when such development(s) abuts a Single Unit or (R-1) Two Unit (R-2) Zone.

Enquire Developments Limited, owner of the property at 25 School Street, wishes to proceed with the construction of:

- 2 – 88 units multi-unit dwellings, in place of the originally approved 2- 40 units multi-unit dwellings, and 1 - 39 unit multi-unit dwelling and

Your property has been identified as one which falls within thirty (30) metres of the subject property. As the assessed owner of this property and under the provision of Section 232 (2) of the MGA, any person served with this notice may appeal the decision of the Development Officer to the Council of the Town of Kentville by giving written notice to the Clerk no later than July 8, 2024 at 4:30 PM. (see attached appeal form)

Should the Clerk receive an appeal(s), said appeal(s) will be heard on Monday July 29, 2024 in Council Chambers, 354 Main Street Kentville.

Should you have any questions or require additional information, please contact the Planning and Development Department at 679-2535.

Yours truly,



Raleigh King
Development Officer

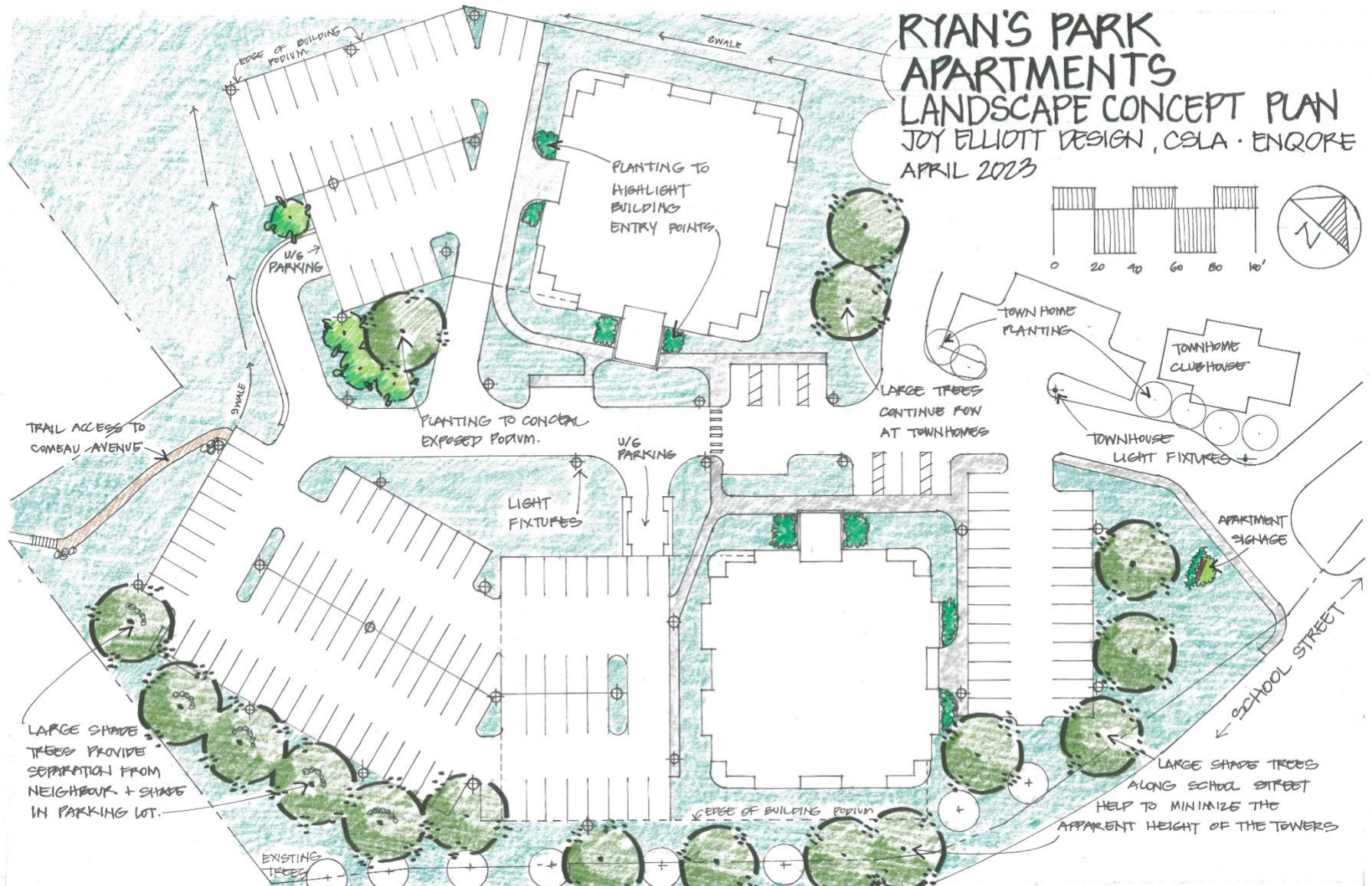


Office (902) 679-2531
kduncan@kentville.ca
kentville.ca

Planning & Development | 354 Main Street, Kentville, Nova Scotia B4N 1K6

kentville.ca

Landscape Plan



Engineer Email

RE: Ryan's Park Site Plan Approval - Apartment Buildings

 **Dave Bell** <dbell@kentville.ca>
To:  Derek Robertson;  Lindsay Young
Cc:  Raleigh King;  Jeff Lawrence

2024-05-30

Hi Derek,

See answers to your questions below in **green**.

Dave

From: Derek Robertson <derek@cdcommunitydesign.ca>

Sent: Monday, May 27, 2024 9:57 PM

To: Lindsay Young <lyoung@kentville.ca>

Cc: Raleigh King <raleigh@cdcommunitydesign.ca>; Jeff Lawrence <jlawrence@kentville.ca>; Dave Bell <dbell@kentville.ca>

Subject: RE: Ryan's Park Site Plan Approval - Apartment Buildings

The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin.

It looks like they have addressed most concerns.

I would not call that picture a signage plan. However, after a conversation with Caroline, we believe it would be acceptable to omit the signage from the Site Plan Approval altogether with the understanding that they will have to apply for separate permits through the signage by-law when they wish to construct them.

I do need written confirmation that the shade trees in the original design included drawings of how they would block the houses from Comeau Ave from the new parking lot. I think I can see them on the plan, but I would prefer to have confirmation the current trees are being retained as per the original plan.

I also had these notes for Dave. Dave can you confirm that these stipulations are all to your satisfaction.

- B. the location of off-street parking and loading facilities are located and designed as to minimize any adverse impact on the surrounding neighbourhood;
Yes, the design is approved.
- C. the location, number and width of ingress and egress points are designed to prevent traffic congestion, nuisance and inconvenience in the area and minimize any adverse impact on the surrounding neighbourhood;
Yes, the design was approved in the original concept and remains satisfactory to the Town in this updated site plan.
- I. the management of storm and surface water is addressed, and associated plans are approved by the Town Engineer;
Yes, this was approved in the original design and the site plan still utilizes the same storm water infrastructure and management components of the original design before the plan switch from 3 four story buildings to 2 nine story buildings. The hard surface percentage and runoff amounts has not increased.

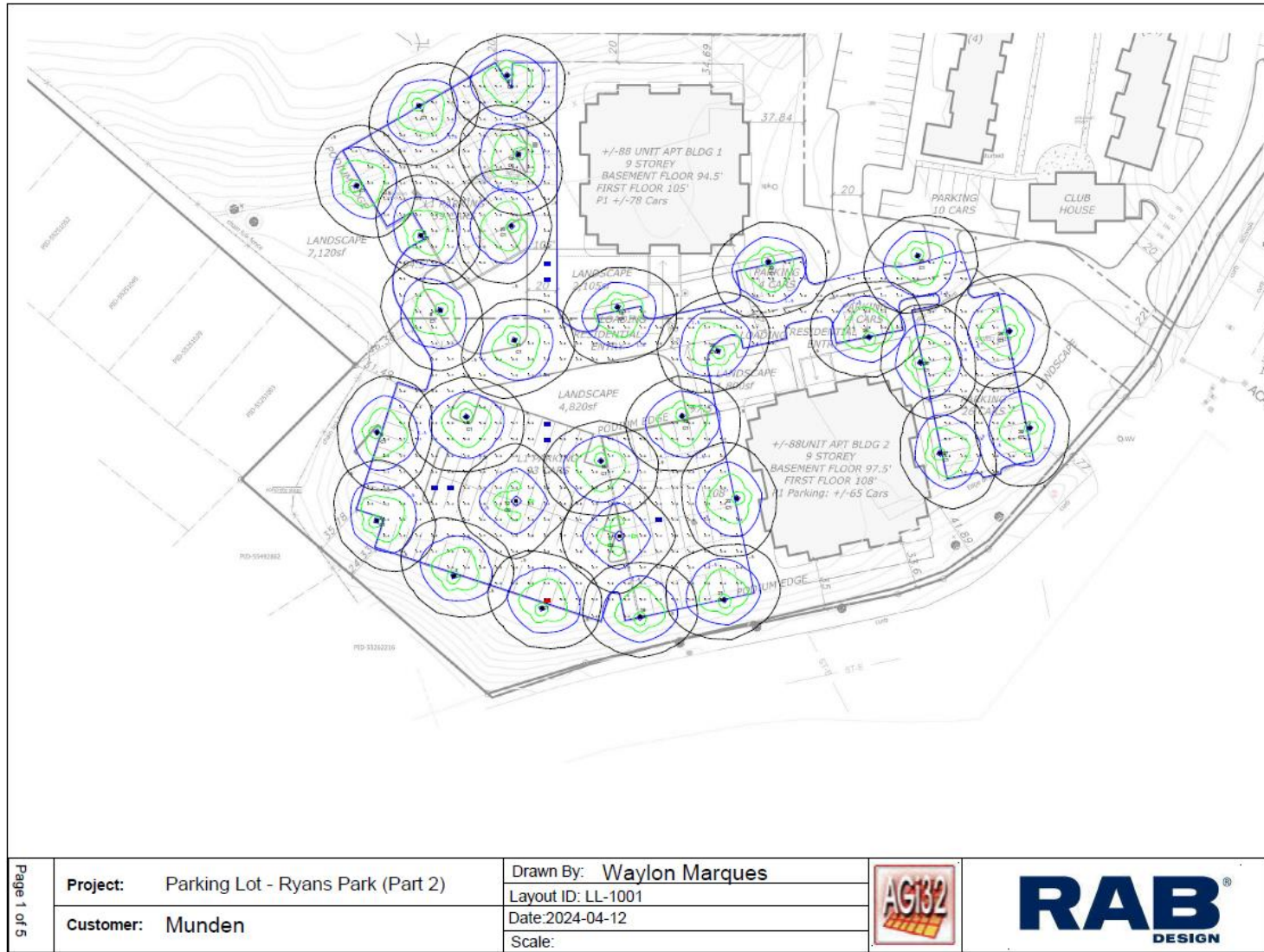
Once these few questions are resolved, I believe we are ready to confirm our intent to approve and begin the Site Plan approval as per the LUB and MGA.

Best,

Derek Robertson
Planner | Co-Founder

C+D community
design

Lighting Plan



Building Plans

Ryan's Park Apartments
Building 1



① Front Perspective

Building Fire Safety & Building Code Data:
Regulated by: Part 3 of the National Building Code (NBC)
Major Occupancy: C (Residential) & F2 (Parking Garage)
Total Lot Size: xxx sqft. (xxx sqm.)
Building Footprint: xx sqft. (xx sqm.)
Number of Stories: 2 Above Grade, 1 Below Grade
Height of Building: ~90' (27.4m)
Fire Access Routes/Streets: 1
Sprinkler System: Proposed
Fire Rated Separation between Major Occupancies:
C & F2: 2-Hour Fire Rated Separation
Classified as a High Building (min. 15m): Yes
Non-Combustible Construction

FID:
Zone:

Residential Units: -84 Units
Barrier Free Units Required/Proposed: x

Unit Sizes:
3 Bedrooms: x Units
2 Bedrooms: x Units
1 Bedrooms: x Units
Bachelors: x Units

Building Elevations

| | |
|----------------|-----------|
| Parking Garage | 84' - 7" |
| Podium | 104' - 0" |
| Level 1 | 105' - 0" |
| Level 2 | 114' - 8" |
| Level 3 | 124' - 4" |
| Level 4 | 134' - 0" |
| Level 5 | 143' - 8" |
| Level 6 | 163' - 4" |
| Level 7 | 183' - 0" |
| Level 8 | 172' - 8" |
| Level 9 | 182' - 4" |
| T.O. Roof Slab | 182' - 0" |

| Parking Count | |
|----------------|-------|
| Level | Count |
| Parking Garage | 64 |
| Level 1 | 39 |
| Grand total: | 123 |

Vicinity Map:

**PRELIMINARY
NOT FOR CONSTRUCTION**

Paul Skerry Associates Ltd.
PSA ARCHITECTS
5514 LIVINGSTONE PLACE
HALIFAX N.S. B3K 2B9

PAUL SKERRY ARCHITECTS
5514 Livingstone Place
Halifax, Nova Scotia B3K 2B9
ph: 902-455-4361
email: drawing@pskerry.ca

NOTES:

1) THE CONTRACTOR IS RESPONSIBLE FOR CHECKING ALL DIMENSIONS ON SITE & REPORTING ANY DISCREPANCY TO THE ARCHITECT BEFORE PROCEEDING.

2) DO NOT SCALE FROM DRAWINGS USED
FIGURED DIMENSIONS.

3) DRAWING REPRESENTATIONS MAYBE IN VARIANCE W/ DETAILED SPECS. & SCHEDULES, IN WHICH CASE SPECS. & SCHEDULES OVERRIDE THE DRAWINGS.

4) CHANGED FROM THESE PLANS & SPECS. MUST BE AGREED TO IN WRITING, & APPROVED BY THE ARCHITECT & OWNER, BEFORE PROCEEDING.

5) ONLY THOSE DRAWINGS MARKED APPROVED FOR CONSTRUCTION, ARE TO BE USED FOR CONSTRUCTION.

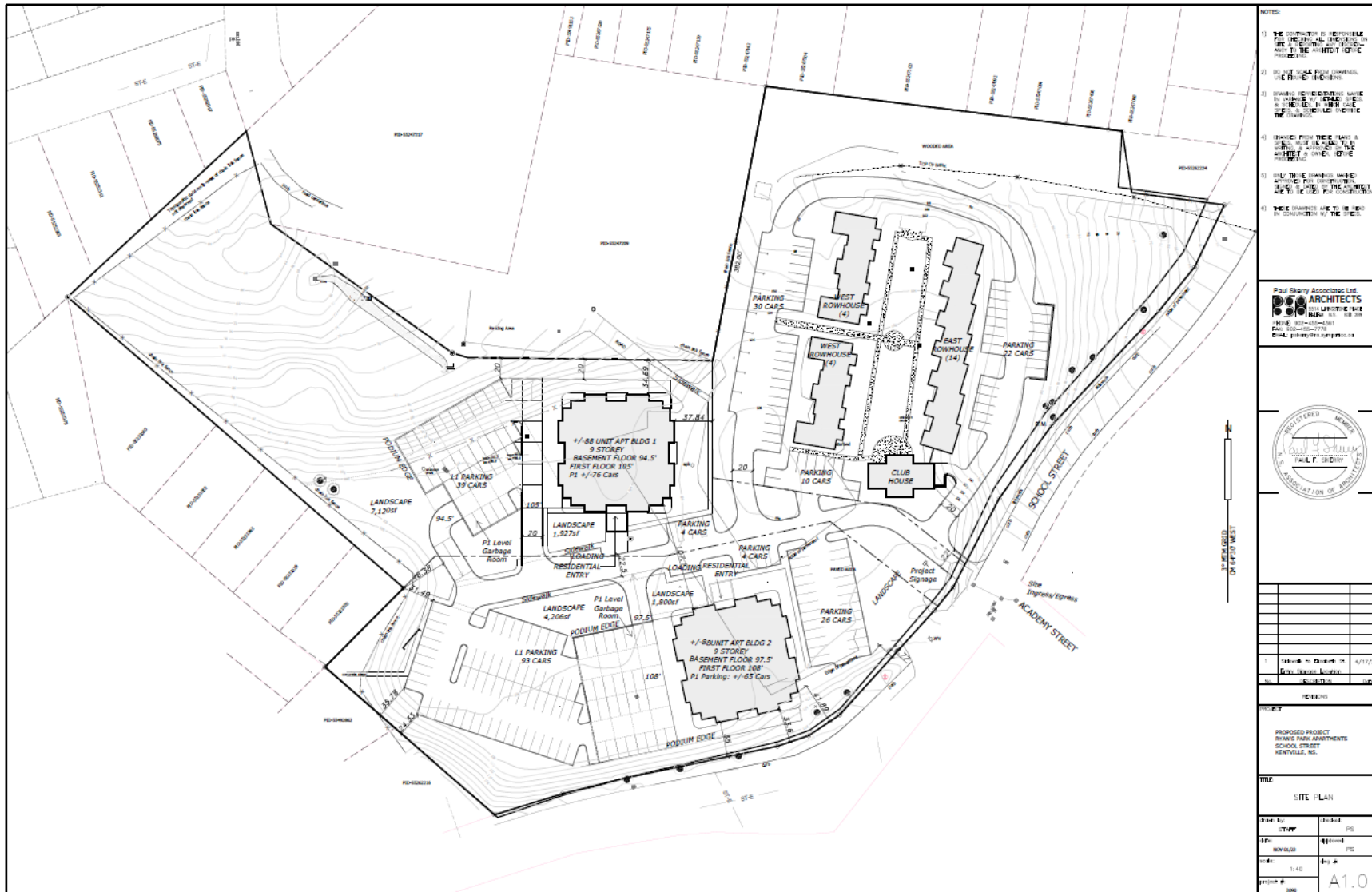
6) THESE DRAWINGS ARE TO BE READ IN CONJUNCTION W/ THE SPECS.

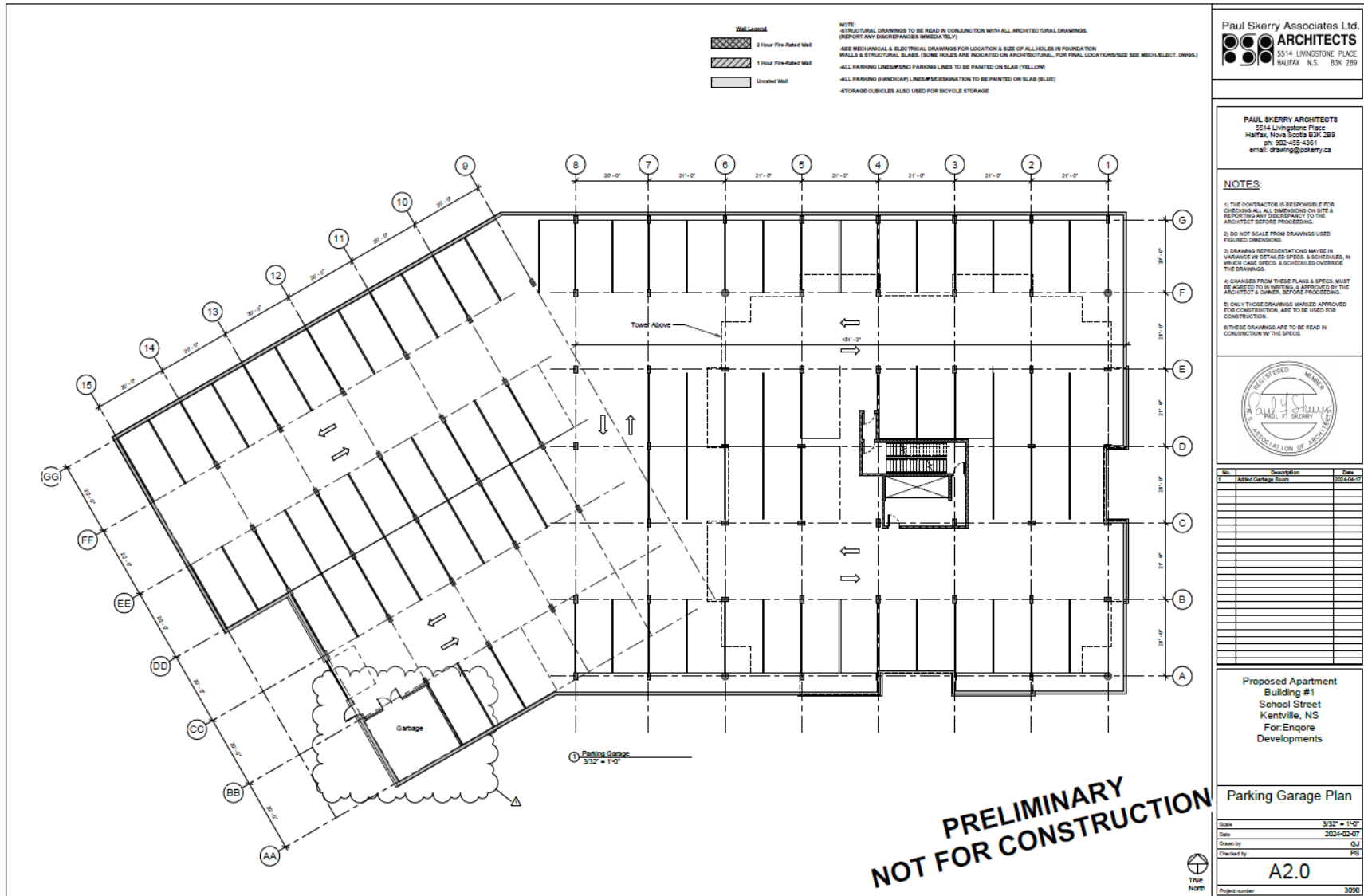
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Proposed Apartment
Building #1
School Street
Kentville, NS
For: Enquire
Developments

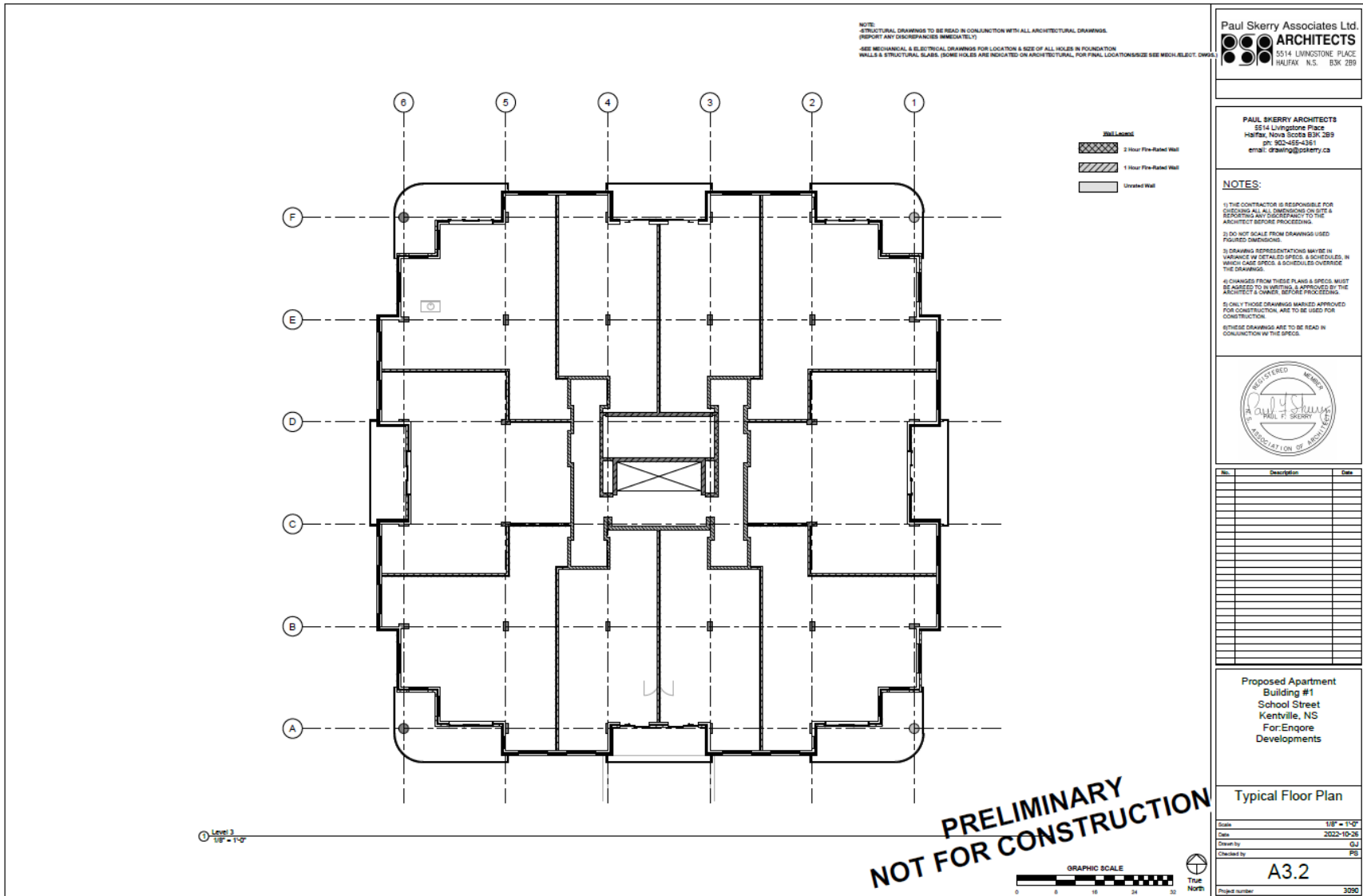
Cover

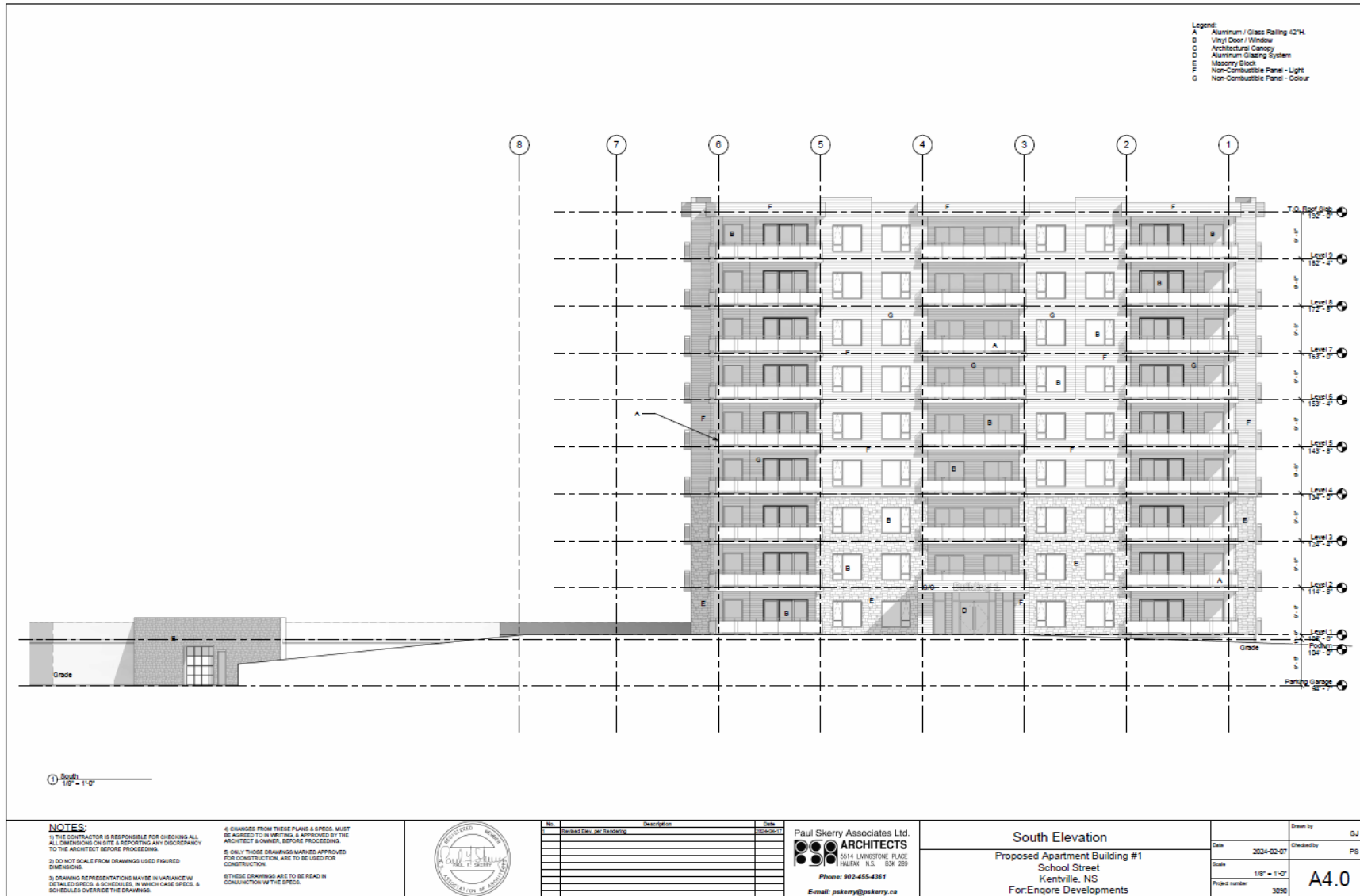
| | |
|----------------|------------|
| Scale | |
| Date | 2024-02-01 |
| Drawn by | G... |
| Checked by | P... |
| A0 | |
| Project number | 309... |

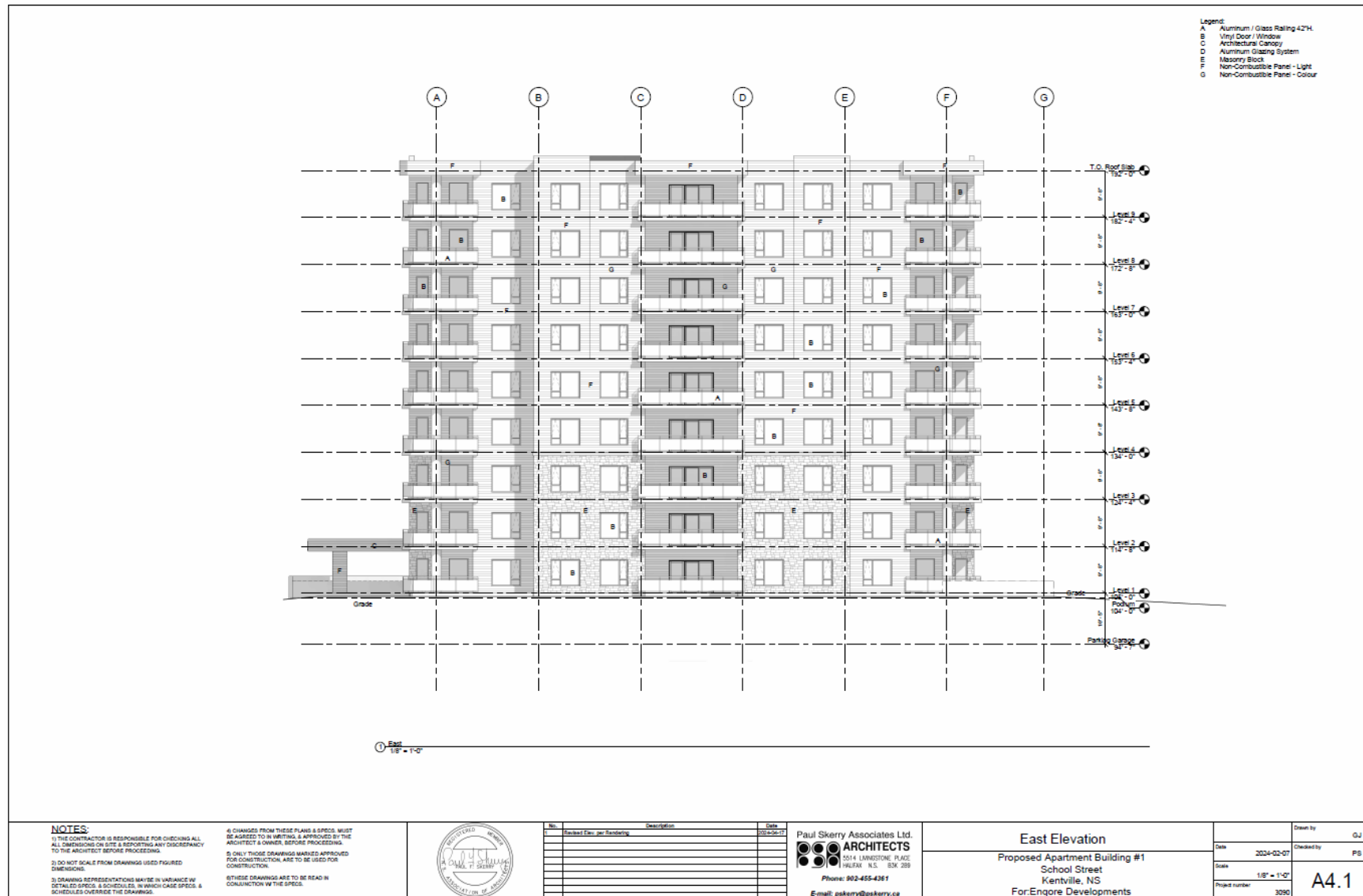


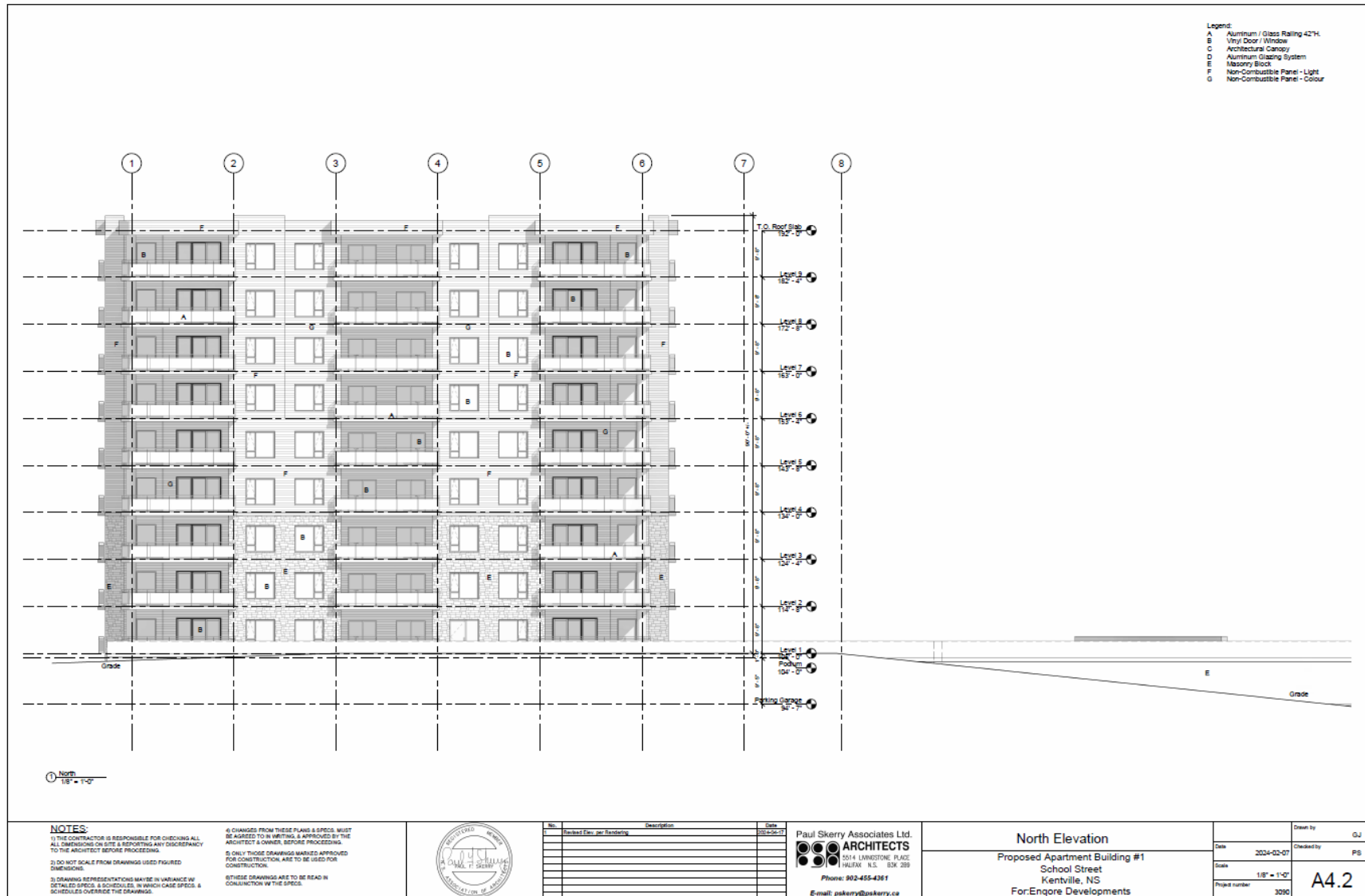


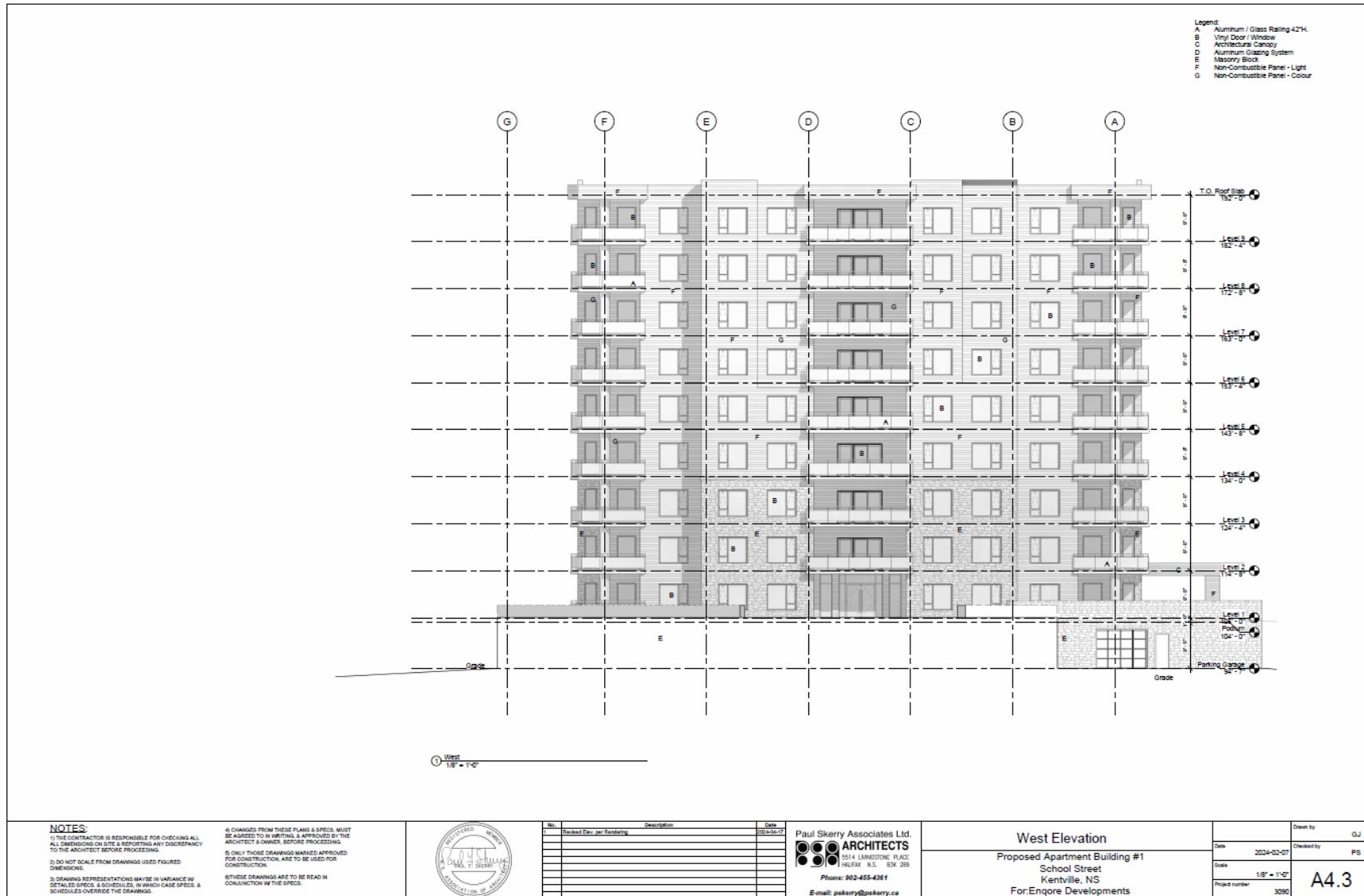






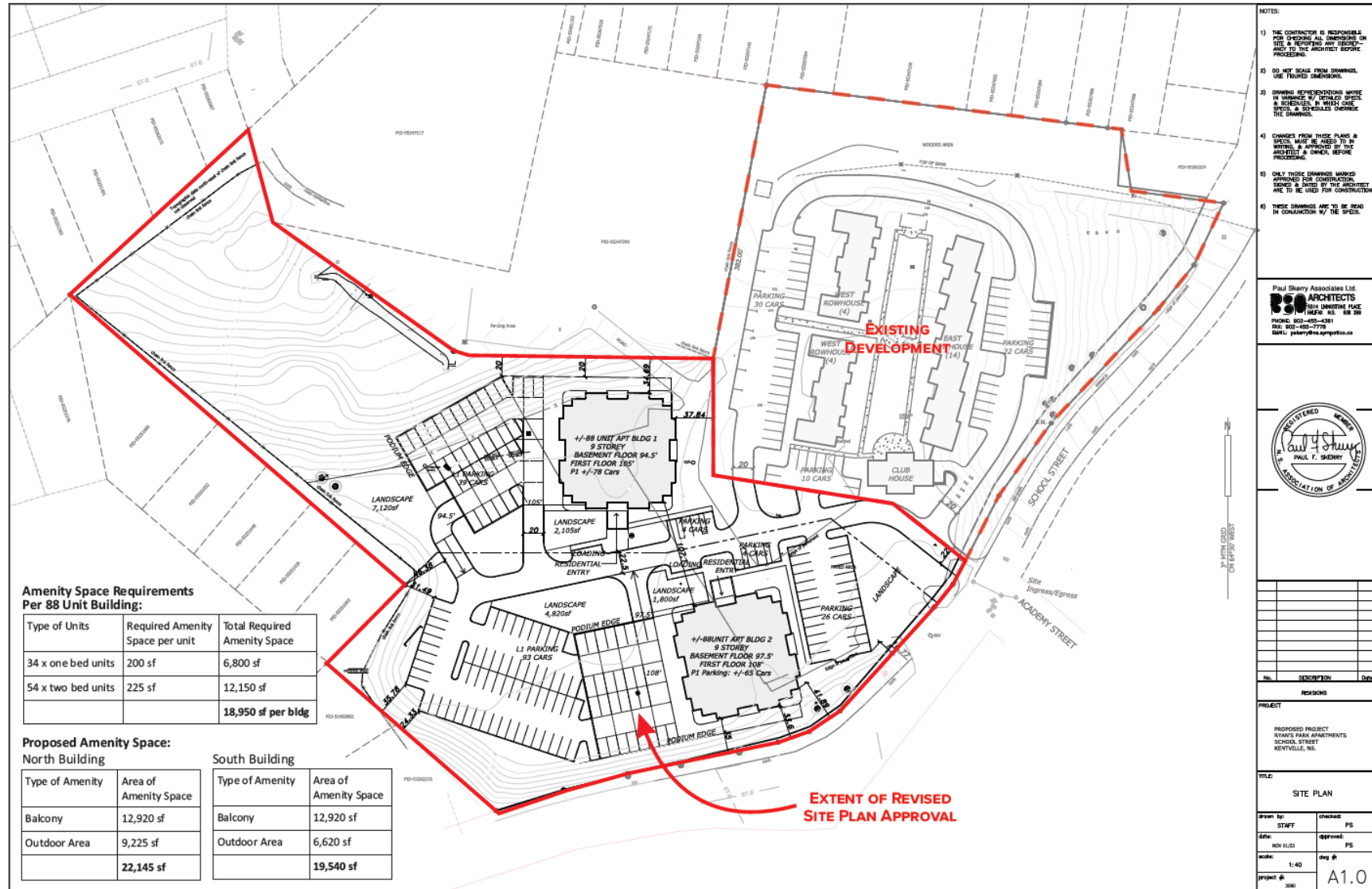








Amenity Plan



Additional Materials

Municipal Planning Strategy

Settlement – _To ensure an effective, efficient, equitable and a focused pattern of development that will support planned residential growth in response to the needs of the public.

3.2.2 Housing/Residential

The housing objectives of this Strategy strive to facilitate a mix of quality housing types which reflect the diversified needs, income levels, ages and lifestyles of Town residents. A further objective of this strategy is to achieve a greater proportion of the regional housing market within the Town. The policies will address issues such as affordability, quality design, alternative housing needs and density in all residential areas while maintaining the character of existing residential neighborhoods within the town.



June 21, 2024

RE: Site Plan Approval – 25 School Street

Dear Property Owner,

This letter is to notify you that the Development Officer for the Town of Kentville has approved an amendment to a Site Plan under the provisions of Section 232 of the Municipal Government Act of Nova Scotia and Section 4.1.27(a) of the Land Use Bylaw which requires site plan approval for:

- New Structures or additions in the General Commercial (C-1) zone when such development(s) abuts a Single Unit or (R-1) Two Unit (R-2) Zone.

Engore Developments Limited, owner of the property at 25 School Street, wishes to proceed with the construction of:

- 2 – 88 units multi-unit dwellings, in place of the originally approved 2- 40 units multi-unit dwellings, and 1 - 39 unit multi-unit dwelling and

Your property has been identified as one which falls within thirty (30) metres of the subject property. As the assessed owner of this property and under the provision of Section 232 (2) of the MGA, any person served with this notice may appeal the decision of the Development Officer to the Council of the Town of Kentville by giving written notice to the Clerk no later than July 8, 2024 at 4:30 PM. (see attached appeal form)

Should the Clerk receive an appeal(s), said appeal(s) will be heard on Monday July 29, 2024 in Council Chambers, 354 Main Street Kentville.

Should you have any questions or require additional information, please contact the Planning and Development Department at 679-2535.

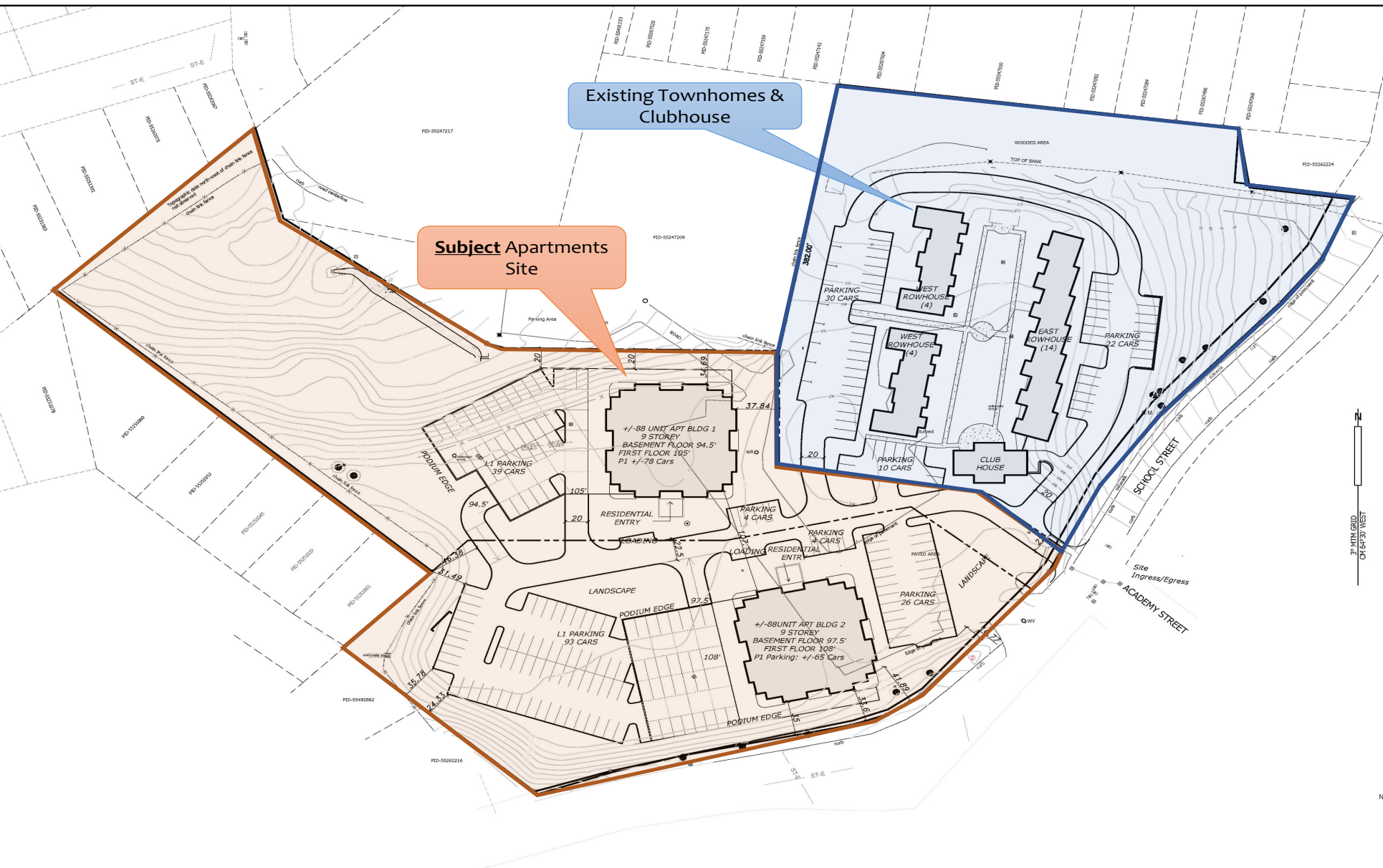
Yours truly,

A handwritten signature in black ink that reads "Raleigh King".

Raleigh King
Development Officer



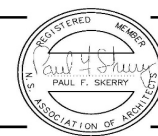
Office (902) 679-2531
kduncan@kentville.ca
kentville.ca



NOTES:

- 1) THE CONTRACTOR IS RESPONSIBLE FOR CHECKING ALL DIMENSIONS ON SITE & REPORTING ANY DISCREPANCY TO THE ARCHITECT BEFORE PROCEEDING.
- 2) DO NOT SCALE FROM DRAWINGS, USE FIGURED DIMENSIONS.
- 3) DRAWING REPRESENTATIONS MAYBE IN VIOLATION W/ DETAILED SPECS. & SCHEDULES, IN WHICH CASE SPECS. & SCHEDULES OVERRIDE THE DRAWINGS.
- 4) CHANGES FROM THESE PLANS & SPECS. MUST BE MADE TO IN WRITING, & APPROVED BY THE ARCHITECT & OWNER, BEFORE PROCEEDING.
- 5) ONLY THOSE DRAWINGS MARKED APPROVED FOR CONSTRUCTION, SIGNED & DATED BY THE ARCHITECT ARE TO BE USED FOR CONSTRUCTION.
- 6) THESE DRAWINGS ARE TO BE READ IN CONJUNCTION W/ THE SPECS.

Paul Skerry Associates Ltd.
ARCHITECTS
 1014 UNIVERSITY PLACE
 KENTVILLE, N.S. B3K 2B9
 PHONE: 902-455-4361
 FAX: 902-455-7778
 EMAIL: pskerry@pascaplanet.com

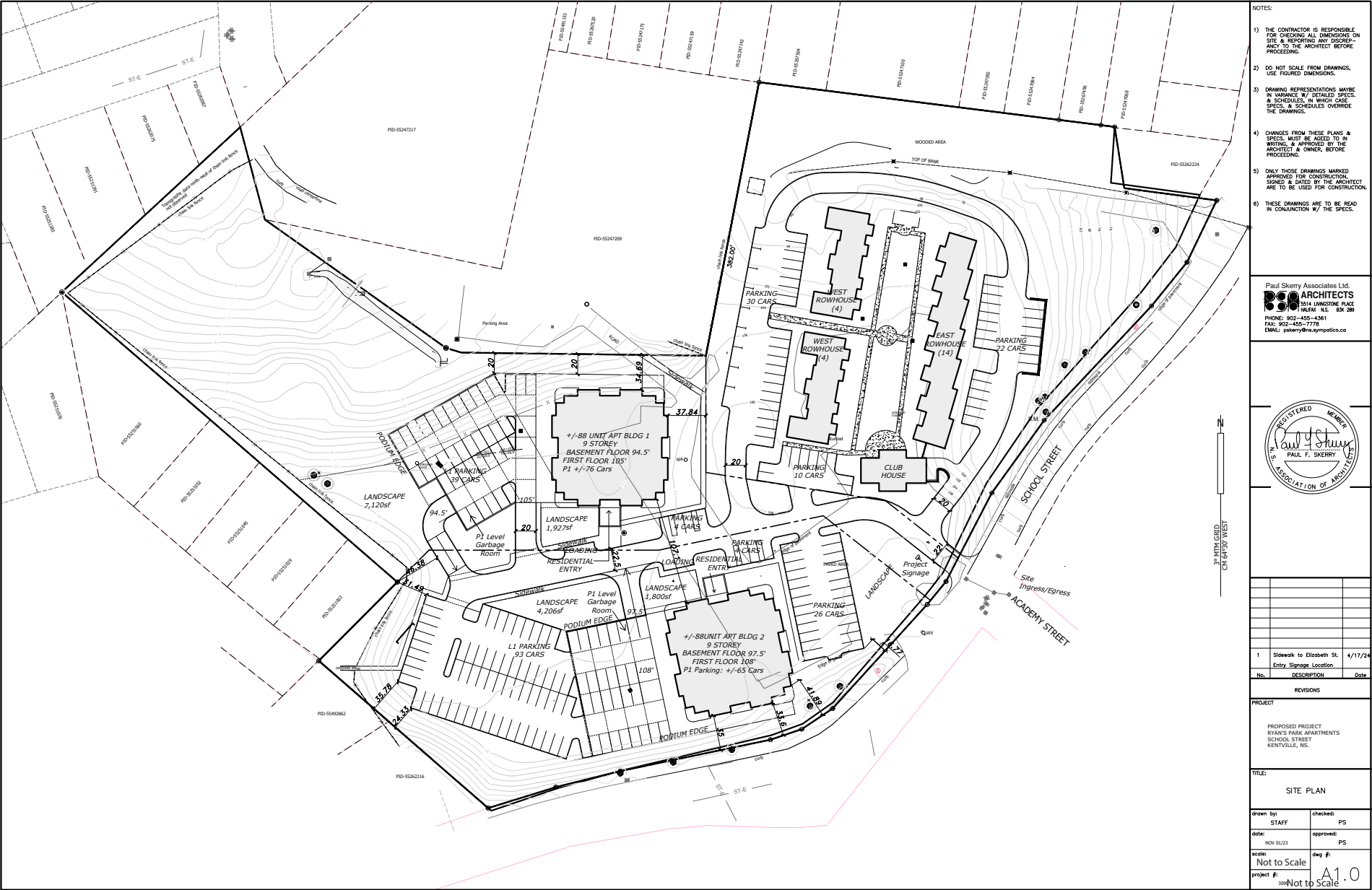


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PROPOSED PROJECT
 RYAN'S PARK APARTMENTS
 SCHOOL STREET
 KENTVILLE, NS.

| | |
|---------------------|-----------------|
| TITLE: | SITE PLAN |
| Not to Scale | checked: PS |
| STAFF | approved: PS |
| DATE: MARCH 22/23 | drawn by: PS |
| SCALE: Not to Scale | project #: 3090 |
| PROJECT #: | A1.0 |

New Site Plan



NOTES:

- 1) THE CONTRACTOR IS RESPONSIBLE FOR CHECKING ALL DIMENSIONS ON SITE & REPORTING ANY DISCREPANCY TO THE ARCHITECT BEFORE PROCEEDING.
- 2) DO NOT SCALE FROM DRAWINGS. USE FIGURED DIMENSIONS.
- 3) DRAWING REPRESENTATIONS MAYBE IN VARIANCE W/ DETAILED SPECS. & SCHEDULES, IN WHICH CASE SPECS. & SCHEDULES OVERRIDE THE DRAWINGS.
- 4) CHANGES FROM THESE PLANS & SPECS. MUST BE ADDED TO IN WRITING, & APPROVED BY THE ARCHITECT & OWNER, BEFORE PROCEEDING.
- 5) ONLY THOSE DRAWINGS MARKED APPROVED FOR CONSTRUCTION, SIGNED & DATED BY THE ARCHITECT ARE TO BE USED FOR CONSTRUCTION.
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Paul Skerry Associates Ltd.
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5514 LAMSTONE BLVD
HUNTSVILLE, AL 35893
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FAX: 902-455-7778
EMAIL: paskerry@ns.aympolco.ca

REGISTERED MEMBER
Paul F. Skerry
ASSOCIATION OF ARCHITECTS

| No. | DESCRIPTION | Date |
|-----|---|---------|
| 1 | Slidewalk to Elizabeth St. Entry Signage Location | 4/17/24 |

REVISIONS

| No. | DESCRIPTION | Date |
|-----|-------------|------|
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PROJECT

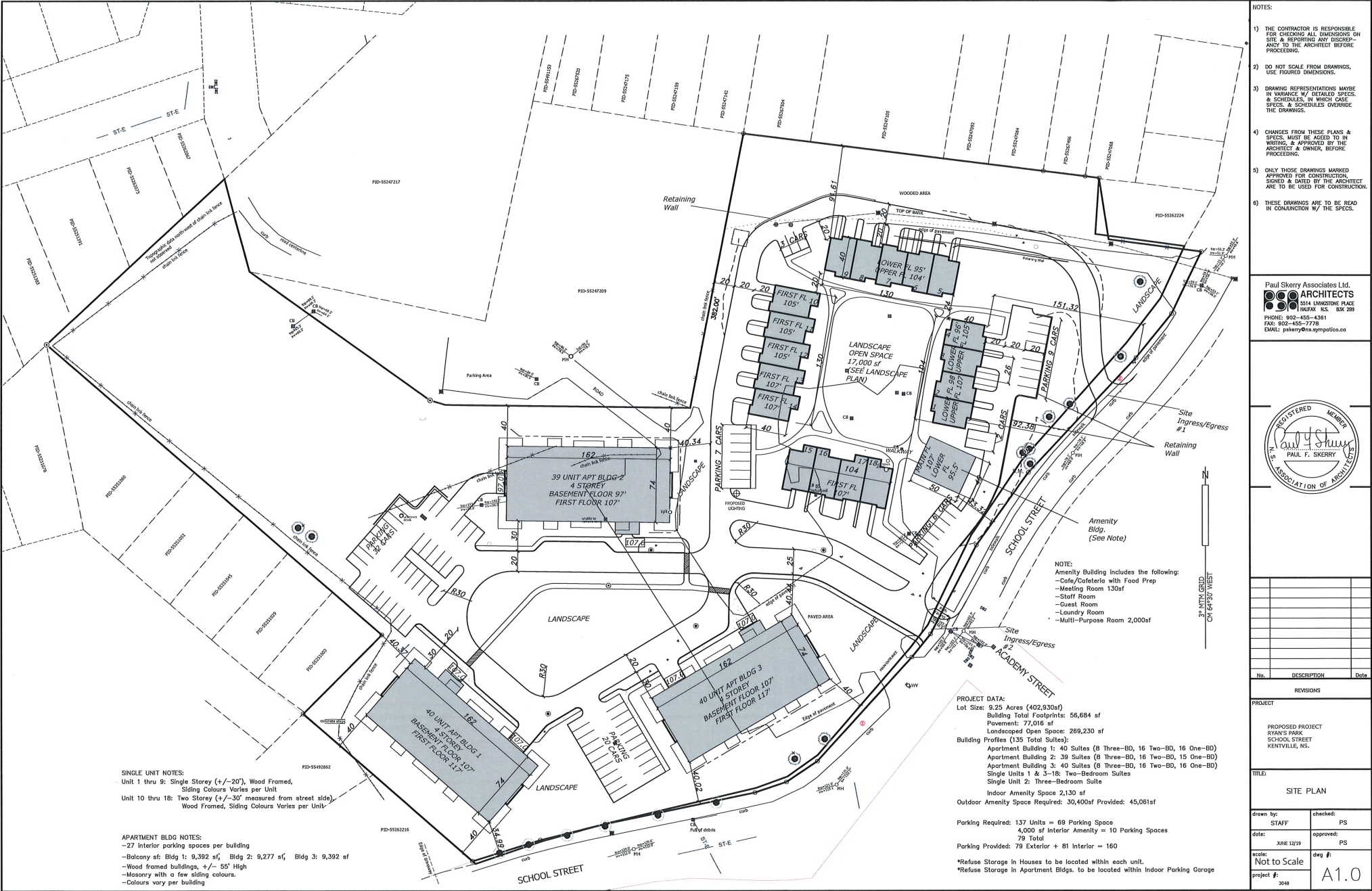
PROPOSED PROJECT
RYAN'S PARK APARTMENTS
SCHOOL STREET
KENTVILLE, NS.

TITLE:

SITE PLAN

| | | | |
|------------|--------------|--------------|------|
| drawn by: | STAFF | checked: | PS |
| date: | NOV 01/23 | approved: | PS |
| scale: | Not to Scale | des. #: | |
| project #: | 3398 | Not to Scale | A1.0 |

Previously Approved Site Plan for Reference Only



Site Plan Approval Appeal Form

TAKE NOTICE that, I, _____
STATE NAME(S) OF PERSON(S) APPEALING
submit this appeal of a decision made by the Development Officer on _____
DATE
respecting the property located at _____, Kentville, Nova Scotia.
ADDRESS

Written notice of the decision was received on _____
DATE

Section 232(2) of the Municipal Government Act provides that a property owner within 30 (thirty) metres may appeal the approval of a Site Plan on the grounds that the decision of the Development Officer does not comply with the Land Use By-law.

Describe how the decision of the Development Officer fails to comply with the Land Use By-law:

DATED at _____, Nova Scotia,
this _____ day of _____, 2019.

Signature _____

Contact Information

Mailing Address: Street _____

City _____ Prov _____ Postal Code _____

Phone Numbers: Home _____ Work _____ Fax _____

Email Address _____



**Municipal Affairs and Housing
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

July 18, 2024

Dear Mayors and Wardens:

I am pleased to inform you that the Province has signed a new 10-year agreement with the federal government under the Canada Community-Building Fund (CCBF). This agreement will provide \$318 million in the first five years to our 49 municipalities, offering up-front and predictable long-term funding to help address local infrastructure priorities.

The CCBF will continue to play a crucial role in upgrading the municipal infrastructure that our residents rely on. This includes projects related to drinking water, wastewater, public transit, and community energy. As you are aware, enhancing our infrastructure is a key component in addressing the housing crisis. With the renewal of this agreement, we can ensure that critical infrastructure will continue to be built, maintained, and expanded, fostering a more sustainable and resilient Nova Scotia.

Together with our municipal partners, we can build and revitalize the public infrastructure necessary to improve housing supply and affordability, foster economic growth, and enhance the quality of life for all Nova Scotians. The commitment of both the federal and provincial governments to this partnership underscores our collective dedication to the well-being of our communities.

If you have any questions or require further information, please do not hesitate to reach out to our office using the CCBF program email: CCBF@novascotia.ca. We look forward to continuing our collaboration to create stronger and more vibrant communities across Nova Scotia.

Sincerely,

A handwritten signature in blue ink, appearing to read "John A. Lohr".

Honourable John A. Lohr
Minister of Municipal Affairs and Housing

c: Chief Administrative Officers

July 24, 2024

Dear CAO Lawrence & Director Bell,

I can only assume that you are both very busy dealing with various communications from residents of the Town regarding the recent water events of July 11, 2024.

I write this correspondence so that you may add it to the pile.

While I am aware that this water event occurred from Digby to Windsor, that does not diminish the fact that the Town was again unprepared for the quick rising water run off from weather events such as was witnessed on July 11.

When I met with both of you on April 4 regarding my concerns with stormwater management, it was explained to me that the submersible pumps, located behind the Shannex property on the berm, turn on automatically. It was also explained to me that “even if we took a firehose and filled the pumping chamber, there is no way to test the pumps until there is enough water in the pumping chamber”. I might suggest to you that July 11th provided enough water for that “test” to be conducted and I believe the evidence of the disaster and devastation on the street, would lead us to conclude that one pump is not enough - EVER! When I inquired about a generator being installed for back up purposes for power outages, it was noted by Director Bell that his preference would be to have a portable generator that could be taken from site to site around town. Let this letter be a written statement that I believe there should be a permanent generator installed by those pumps as pulling a generator from one end of town to the other is not possible with the amount of street closures we had in this past water event. If we had lost power, this street would have been under water. Waters rose in peoples backyards within 4 minutes.

When I inquired about communication regarding when and how the pumps get turned on, it was stated that “the pumps come on automatically but for some reason if they don’t you can call the Public Works building which is then answered by Valley Communications”. I am wondering why there was a need for us to call Valley Communications at all???

Public Works personnel would have left only for the day an hour previous to that. It had been raining all afternoon. REMO had issued weather warnings. I am anxious to discover why all Public Works staff left without checking on those pumps having just experienced heavy rainfall only 4 days previous and knowing the ground was saturated.

Who should have told Public Works staff to check on the pumps before leaving for home for the day or was that short sightedness on behalf of Public Works staff?

The one thing we didn't speak about during our meeting on April 4th was street safety. Police were not on site until after 6 pm and when they did arrive, there was no communication to see if anyone needed assistance or there was anyone in distress. The Public Works crew was sent to lift the grate on the street culvert but the chain which the staff use to lift it by was not able to be seen due to the volume of water. I know that the grate had not been lifted since before Apple Blossom. There was at least one log and several large branches that had been deposited there by the July 5 rain storm. I understand why so many people feel that the grate needed to be lifted but doing so in the height of the storm was not the time to do it. That was dangerous for the Public Works staff and it was definitely dangerous for it to remain open all night. The Public Works crew had to take the bucket of the payloader and bash it into the gate to loosen it enough to open it to try and put the bucket down in the culvert to try and retrieve the debris. I can only imagine when they lifted the gate how much debris ran into the culvert and now that is stuck in there a bit further down in a much less accessible area.

I note that the Condon Avenue pipework tender was issued and has now closed on June 27th. I am sure that Director Bell has decided no matter what to move ahead with this work despite my request to Council for approval of funding to conduct a Storm Water Management study before moving forward with any mitigation work. Director Bell must be very confident that this pipe would be required no matter what any future study might say. I am quite confident, even without my engineer qualifications, that the south side stormwater will not only continue to make its way to West Main Street, it will do so more quickly and through the mouth of what can only be described as the end of a fire hose. I really do hope the residents of Condon Avenue will be spared any further flooding and damages by moving forward with this work. I can only assume that the voice of 7 houses must make more noise than the voice of 32 down here on West Main Street. Perhaps that area is just more visible to the taxpayers of Kentville. Either way, it seems you are moving forward with it. It will certainly save the memorial park parking area, playground, pickleball courts and little league field from further damage, which is important. Too bad West Main residents and their properties are not as important and worth saving as well.

Sincerely

Krista Laing

612 West Main Street