



TOWN OF KENTVILLE  
COUNCIL ADVISORY COMMITTEE  
Meeting Minutes: June 10, 2024  
**Town Hall, 354 Main Street, Kentville Nova Scotia**

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

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

**1. PRESENT**

**Council:**

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

**Staff:**

- Deputy Police Chief Ken Reade Jr.
- Craig Langille, Director of Parks and Recreation
- Wanda Matthews, Director of Finance
- Dave Bell, Director of Planning, Engineering and Public Works
- Geoff Muttart, Solicitor
- Jeff Lawrence, Chief Administrative Officer
- Jennifer West, Recording Secretary

**GUESTS**

Paul Morgan, Kings County Racquet Association  
Lisa Rose, Annapolis Valley Frugal Moms  
Alan Warner, Chain Lakes Wilderness Area

**REGRETS**

Mayor Sandra Snow  
Councillor Paula Huntley

**DECLARATIONS OF CONFLICT OF INTEREST**

None.

## **2. APPROVAL OF THE AGENDA**

Move: From 8.a to 10.a In Camera – Land  
Addition: 10.b In Camera – Legal  
Move: From 6.a to 10.c In Camera – Land

It was moved by Councillor Gillian Yorke and Councillor Craig Gerrard

**That the agenda for the Council Advisory Committee meeting of June 10, 2024 be approved as amended.**

**MOTION CARRIED**

## **3. APPROVAL OF THE MINUTES**

(a) Council Advisory Committee, Meeting Minutes, May 13, 2024.

It was moved by Councillor Gillian Yorke and Councillor Andrew Zebian

**That the minutes from the Council Advisory Committee meeting held on May 13, 2024 be approved.**

**MOTION CARRIED**

## **4. PRESENTATIONS**

### **(a) Racquet Centre – Paul Morgan**

Paul Morgan from the Kings County Racquet Sport Association gave a presentation about the proposed tennis and pickleball facility for Kentville. Mr. Morgan urged the Town to support the project with a grant, so that the group can appeal to other levels of government for additional funding. The request is for a donation of the property, and for \$500,000.

Presentation available

Discussion

- Clarification that they are also applying for funding from the County of Kings through a Visioning Grant.
- Request for a five-year operating budget for the facility.
- Suggestion that the group also seek funding from neighbouring municipalities through a cost sharing agreement.

### **(b) Annapolis Valley Frugal Moms**

Lisa Rose from the AV Frugal Moms gave a presentation on the activities of this Kentville-based organization which has grown in volunteers, and in families receiving hampers and free food and clothes. Her team of fifteen volunteers rescued over 350,000 pounds of food that was diverted to families in need. The group feeds 200-400 families in Kentville every week.

Presentation available

**(c) Chain Lakes Wilderness Area**

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.

Presentation available

It was moved by Councillor Cathy Maxwell and Councillor Gillian Yorke

That Council Advisory Committee recommend  
to the June 24 2024 meeting of Council

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

**MOTION CARRIED**

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

**5. DEPARTMENT REPORTS AND RECOMMENDATIONS**

**(a) Finance**

**(1) Directors Report**

Director Wanda Matthews presented the report for the period ending May 31, 2024. She reviewed activities in the department for the month and reviewed the capital expenditure report.

*See report for more information.*

**(b) Planning and Development**

**(1) Department Report**

Director Dave Bell gave a verbal report for the Planning and Development department for May 2024, with highlights including interviews for the position of Director of Planning, and meetings with the planning consultant.

**(c) Parks and Recreation**

**(1) Director's Report**

Director of Recreation Craig Langille and Roxy Peterson, Community Engagement Coordinator, presented the recreation report for May 2024. Some of the highlights included volunteer activities in the Gorge to support removal of invasive species. Mr. Peterson described some of his experiences

supporting community development, and his goals for connection and engagement in the north end of the town. He described the Oakdene Park Garden Group and the exciting art and culture activities in that area, and creating an experience and changing the narrative of the neighbourhood.

*See report for more information.*

Discussion

- The pool is planning to open on July 1, if maintenance and repairs are completed.

**(2) Rotary Club of Kentville – Gazebo Request**

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 playground, to celebrate 100 years of Rotary service.

*See report for more information.*

It was moved by Councillor Andrew Zebian and Councillor Gillian Yorke

That Council Advisory Committee recommend  
to the June 24 2024 meeting of Council

**That Council direct the CAO to review the offer from the Kentville Rotary Club for the donation of a gazebo and return a recommendation to Council at the June 24 Meeting of Council.**

**MOTION CARRIED**

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

**(3) Recreation Hub Climate Control – Report and Recommendation**

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.

*See report for more information.*

It was moved by Councillor Gillian Yorke and Councillor Andrew Zebian

That Council Advisory Committee recommend  
to the June 24 2024 meeting of Council

**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 at the June 24 meeting of council; 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, Maxwell, Savage, Yorke and Zebian*

**(d) Police Report**

**(1) Chief's Report**

Deputy Police Chief Ken Reade Jr. presented the police commission report, which included a review of the Apple Blossom festival, staffing and recruitment.

*See report for more information.*

**(e) Engineering and Public Works**

**(1) Director's Report**

Director Dave Bell presented the Public Works report for May 2024 with highlights including a rescheduling of the water commission budget review to next week, regional sewer lift station malfunctioning near the curling club, patch paving and line painting of the main downtown streets, and planters being installed along Webster Street. Director Bell also gave an update on the town's asset management plan which will contribute to the stormwater management master plan.

*See report for more information.*

Discussion

- Confirmation that the Town's street sweeper will be completing work in the north end along Belcher and Oakdene and other streets.

**(2) Recommendation – Capital, Transportation Equipment**

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.

*See report for more information.*

It was moved by Councillor Andrew Zebian and Councillor Craig Gerrard

That Council Advisory Committee recommend  
to the June 24 2024 meeting of Council

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

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, Maxwell, Savage, Yorke and Zebian*

**(f) Administration**

**(1) Chief Administrative Officer’s Report**

CAO Jeff Lawrence presented his report for May 2024. Highlights included summer camps and programs, meeting with organizations and residents, and meetings and planning for the 2024 Apple Blossom Festival.

*See report for more information.*

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

**(a) Racquet Centre – Land Offer**

Moved to In Camera session.

**7. CORRESPONDENCE**

- (a) Letters received did not meet the criteria to be shared in open session. They will be shared and discussed in the closed session.

**8. NEW BUSINESS**

**(a) Offer to Purchase Land in the Kentville Bird Sanctuary**

Moved to the In Camera Session

**(b) Environment Task Team**

Deputy Clerk Jennifer West reviewed the staff report which outlines the existing environmental initiatives led by the town, and the suggestion 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*

It was moved by Councillor Gillian Yorke and Councillor Andrew Zebian

That Council Advisory Committee recommend to the June 24 2024 meeting of Council

**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, Maxwell, Savage, Yorke and Zebian*

**9. PUBLIC COMMENTS**

**(a) Ron Cousins, Kentville**

Concerns about proposed expropriation and suggestion about slowing the road through his property and cutting fewer trees on his property. He has started a petition to avoid cutting trees on his land.

**(b) Gary Randall, Kentville**

Concerns about the process of expropriation. Request that Council confirm that there was no vote to expropriate the land.

**(c) Fiona Van Willkenburg**

Concerns about the process of expropriation, and the vote taken by Council to expropriate.

**(d) Becky Burke, Kentville**

Concerns about the process of expropriation of Ron Cousins land. Concerns about stormwater management related to tree removal.

**10. IN CAMERA – LAND**

It was moved by Councillor Andrew Zebian and Councillor Gillian Yorke

**That Council move into a closed session at 7:53 p.m. to discuss legal matters.**

**MOTION CARRIED**

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

It was moved by Councillor Andrew Zebian and Councillor Gillian Yorke

**That Council move back into open session at 8:49 p.m.**


**MOTION CARRIED**

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

**DJOURNMENT**

There being no further business to discuss,  
**Council Advisory Committee adjourned at 8:49 p.m.**

**MOTION CARRIED**



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Minutes Approved by CAO and Town Clerk Jeff Lawrence