



TOWN OF KENTVILLE COUNCIL MEETING

Meeting Minutes: July 29, 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: Land, Legal and Land to Section 10, In Camera.

It was moved

That the agenda of July 29, 2024 (6pm) 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 June 24, 2024

It was moved that the minutes of the Council meeting on June 24, 2024 be approved as amended.

MOTION CARRIED

(b) Special Council meeting held on July 4, 2024

It was moved that the minutes of the Special Council meeting on July 4, 2024 be approved as distributed.

MOTION CARRIED

(c) Special Council meeting held on July 9, 2024

It was moved that the minutes of the Special Council meeting on July 9, 2024 be approved as distributed.

MOTION CARRIED

(d) Special Council meeting held on July 23, 2024

It was moved that the minutes of the Special Council meeting on July 23, 2024 be approved as distributed.

MOTION CARRIED

(e) Special Council meeting held on July 25, 2024

It was moved that the minutes of the Special Council meeting on July 25, 2024 be approved as distributed.

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES

(a) Correction to Valley Waste Resolution

Mayor Sandra Snow reviewed the correction to the partner shares of the Valley Waste intermunicipal service agreement.

Report available for more information.

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

That Council approve the Valley Waste debenture issuance in the amount of \$1,735,000 with the town of Kentville share of \$178,011.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

5. PRESENTATION

(a) Audited Financial Statements

Andy Forse, Auditor for the Town of Kentville, gave a presentation about the process of the annual audit of financial statements, and the new accounting practices in place for a revised and modernized audit process. He described a thorough level of examination, and how issues are categorized and brought forward. He described the in-depth and engaging conversations held by the audit committee in the review of this audit. The Auditor found no deficiencies or material weaknesses.

Report available

6. RECOMMENDATIONS AND REPORTS

(a) Council Advisory Committee

(1) 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.
Reports available

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

That Council approve a rural tax rate

And further that staff draft a bylaw to effect the changes to the residential property on Harrington Road

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 Board of Police Commissioners meeting, Kentville Volunteer Joint Fire Services meeting which discussed purchase of a new truck, recruitment of new staff, renovations to the kitchen and to the back stairs.

Report available for more information.

(2) Councillor Paula Huntley

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Highlights included meeting of the Valley Regional Enterprise Network meeting, Kings Regional Emergency Management Organization meeting discussing the Nova Scotia Guard initiative, Intermunicipal Service Agreement, and volunteering at the Special Olympics for the province. She attended a meeting related to the provincial Coastal Action Plan to give feedback on this plan, to help provide effective support from the province to municipalities.

Report available for more information.

(3) Councillor Cathy Maxwell

Highlights included meetings of Council, Canada Mountain Bike Championships event, meeting with members of the Oakdene Community Garden Society,

(4) Deputy Mayor Cate Savage

Highlights included an operational budget meeting, Regional Emergency Management Organization meeting focussing on hurricanes and wildfires, Intermunicipal Services Agreement meeting, and a meeting of the Investment Committee.

Report available for more information.

(5) Councillor Gillian Yorke

Highlights included meetings regarding the Regional Recreation Facility, the Board of Police Commissioners, several Council meetings, and participation in campaign school.

Report available for more information.

(6) Councillor Andrew Zebian

Highlights included Kentville Joint Fire Services meeting, the Audit Committee meeting, and the Lions Club social. Concerns about safety issues downtown, as well as flooding.

Report available for more information.

CAO Jeff Lawrence reported that Kings Regional Emergency Management Organization, Year end audit activities, Council orientation post election, and meetings with the director of the Valley Regional Enterprise Network.

(c) Mayor Sandra Snow

Mayor Snow reported on her activities this month with highlights including attending the Low Carbon Leadership Symposium in Truro, Nova Scotia Power presentation for Nova Scotia Federation of Municipalities presentation and meetings of the Sourcewater Protection Advisory Group and Kentville Water Commission. She also participated in the Audit Committee process, and the Kings County Academy graduation ceremony.

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Report available for more information.

7. NEW BUSINESS

(a) Recommendations from Audit Committee

Mayor Snow reviewed the audit process, the Audit Committee structure and governance. The unqualified audit was prepared in accordance with appropriate recommendations and practices. Mayor Snow described the “Management Letter” which is a document that should be provided to the Audit Committee each year.

Report available

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

Council Advisory Committee recommends

That Council accept the 2023-2024 audit report and documentation as presented.

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 Deputy Mayor Cate Savage

That Council reappoint the firm of Kent and Duffett chartered professional accountants to provide audit services for the year 2024-2026.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

Discussion

- Audit Committee Chair Sandra Snow described the skills matrix used to evaluate the three applications to the Audit Committee.

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

That Council appoint the following citizen community members to the 2024-2025 Audit Committee: Mr. Michael McLean and Mr. David Ritcey.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) Ryans Park Appeal Process

Mayor Snow reviewed process for review and appeal of a site plan revision and described the changed proposed at Ryan's Park to have two 88-unit apartment buildings. The changes to the site plan were presented by Development Officer Raleigh King from C+D Community Planning Consulting. Solicitor Muttart offered some advice and guidance on process.

The appellants presented their concerns:

- Aryan Sarvian outlined concerns around safety, around the process of appeals, traffic and sidewalks. He stated that this amendment is not safe.
- Ashleigh Robinson and Julie MacHattie outlined concerns about the change of the vision of the development, changes to affordability, safety to pedestrians and bikers, stormwater management, sewer and water systems. She stated that the town's planning policies are inadequate to support this kind of development.

Council comments:

- Council expressed concerns about the speed of reviewing this revised site plan and the change from the original plan in 2019.
- Solicitor Muttart reviewed the process of the meeting and the revised site plan approval, and especially any specific concerns with the Town's Land Use Bylaw.

Reports available

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

**That Council table the site plan approval appeal until the next meeting of Council,
And further request information from staff on traffic and sewer capacity.**

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Maxwell, Savage, Yorke and Zebian

Councillors who voted against this motion:

Huntley and Snow

8. CORRESPONDENCE

(a) John Lohr, Canadian Community Building Fund

(b) Krista Laing, flooding concerns

9. PUBLIC COMMENTS

(a) Gary Randall, Kentville

Concerns with the height of the building proposed at Ryan's Park, and about stormwater management at the property.

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(b) John Burka, Kentville

Concerns about the proposed expropriation of Ron Cousins' property, and keep traffic speeds low on the Donald Hiltz Connector Road.

(c) Steven Orr, Kentville

Concerns about communication to neighbours for the appeals process, and the loss of his view of the valley.

(d) Ron Cousins

Expressed that he does not want to sell his land.

10. IN CAMERA

It was moved by Councillor Andrew Zebian and Councillor Paula Huntley

That Council move into a closed session at 8:11 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 8:17 p.m.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

11. ADJOURNMENT

It was moved

That the July 29, 2024 meeting of Council adjourn at 8:17 p.m.

MOTION CARRIED



Approved by CAO Jeff Lawrence

