AGENDA



Town of Kentville Council Meeting

January 27, 2025, 6:00pm, Kentville Town Hall

- 1. CALL MEETING TO ORDER AND ROLL CALL
- 2. APPROVAL OF THE AGENDA
- 3. APPROVAL OF MINUTES (a) Council Meeting, November 25, 2024

4. RECOMMENDATIONS AND REPORTS

- (a) Council Advisory Committee
 - 1. Environment Task Team Members
 - 2. GRID Grant Application
 - 3. Annapolis Valley Mountain Bike Association Request
 - 4.-Land Easement Request
 - 5. Bird Friendly Designation
 - 6. Crow Bird of the Year
 - 7. Open Arms Support
 - 8. VIDA Development Agreement
 - 9. Planning Advisory Committee
 - **10. Active Living Strategy**
- (b) Council Reports
 - 1. Councillor John Andrew
 - 2. Councillor Rob Baker
 - 3. Deputy Mayor Debra Crowell
 - 4. Councillor Samantha Hamilton
 - 5. Councillor Cathy Maxwell
 - 6. Councillor Cate Savage
- (c) Mayor's Report

5. OLD BUSINESS

(a) Second Reading: Heritage Properties Bylaw

6. NEW BUSINESS

- (a) Inclusion and Access Advisory Committee:
 - 1. Recommendation for 2025-2029 Accessibility Action Plan
 - 2. Recommendation for Renovation of Town Hall and Recreation Centre
 - 3. Recommendation for Kentville Equity and Anti-Racism Committee
- (b) Citizen Appointment to Board of Police Commission
- 7. PUBLIC COMMENTS
- 8. CORRESPONDENCE
 - (a) None.





- 9. IN-CAMERA
 - (a) Land
 - (b) Legal
 - (c) Land

10. ADJOURNMENT

DRAFT



TOWN OF KENTVILLE COUNCIL MEETING Meeting Minutes: November 25, 2024

Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held in Town Hall and was livestreamed on YouTube. The chair read the land acknowledgement, and welcomed sign language interpreters to the meeting.

1. CALL TO ORDER AND ROLL CALL

Mayor Andrew Zebian called the meeting to order at 6:00 p.m. and noted that all members of Council were present: Deputy Mayor Debra Crowell, Councillor John Andrew, Councillor Rob Baker, Councillor Samantha Hamilton, Councillor Cathy Maxwell, and Councillor Cate Savage.

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

REGRETS

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

2. APPROVAL OF THE AGENDA

Replace: 9.a Land with Labour

It was moved by Deputy Mayor Deb Crowell and Councillor Cate Savage

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

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

3. APPROVAL OF THE MINUTES

(a) Council meeting held on October 1, 2024 Council Meeting Minutes, November 25, 2024 Pending Approval Page 1



It was moved that the minutes of the Council meeting on October 1, 2024 be approved.

MOTION CARRIED

(b) Special Council meeting held on October 1, 2024

It was moved that the minutes of the Special Council meeting on October 1, 2024 be approved.

MOTION CARRIED

(c) Special Council meeting held on November 6, 2024

It was moved that the minutes of the Special Council meeting on November 6, 2024 be approved.

MOTION CARRIED

4. RECOMMENDATIONS AND REPORTS

- (a) Council Advisory Committee
 - (1) Street Sweeper Request

At the November 12, 2024 meeting of Council Advisory Committee, Director of Engineering and Public Works, presented a capital equipment purchase request for a street sweeper for delivery in summer of 2025. This is a replacement of an existing vehicle which has reached the end of its life.

Report available for more information.

It was moved by Councillor John Andrew and Councillor Cate Savage

That Council approve the purchase of a replacement 2025 Street Sweeper and Hydrovac Excavation Truck for the purchase of \$496,000 including non-recoverable HST.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

(2) Repeal of Policy Statement G16, Code of Conduct

At the November 12, 2024 meeting of Council Advisory Committee, Strategic Operations Coordinator Alisha Christie reviewed the development of the code of conduct regulation for municipal elected officials, and the process of adoption that has been mandated by the province.

Council Meeting Minutes, November 25, 2024 Pending Approval Page 2



Report available for more information.

It was moved by Councillor Cathy Maxwell and Councillor Cate Savage

That Council direct staff to provide a report on the recommended changes to Policy Statement G57 Committees of Council.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

It was moved by Councillor Cathy Maxwell and Councillor John Andrew

That Council repeal Policy Statement G16 Code of Conduct for Elected Officials.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

(3) Adoption of Code of Conduct

At the November 12, 2024 meeting of Council Advisory Committee, Strategic Operations Coordinator Alisha Christie reviewed the development of the code of conduct regulation for municipal elected officials, and the process of adoption that has been mandated by the province.

Report available for more information.

It was moved by Councillor Cate Savage and Deputy Mayor Debra Crowell

That Council adopt the model Code of Conduct as set forth in Schedule "A" of the provincial regulations, which shall be titled the "Code of Conduct for Elected Officials for the Town of Kentville".

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

(4) Climate Ready Plans and Processes Grant Application

At the November 12, 2024 meeting of Council Advisory Committee, Strategic Operations Coordinator Alisha Christie reviewed the grant opportunity by the Federation of Canadian Municipalities Green Municipal Fund to develop climate

Council Meeting Minutes, November 25, 2024 Pending Approval Page 3



ready plans and practices. Ms. Christie described the grant request for a oneyear term position to focus on integrated climate planning across all departments.

Report available for more information.

Discussion

- Clarification of source of funding for the full time position outlined in this grant and the reporting in the organization.

It was moved by Councillor Cathy Maxwell and Councillor John Andrew

That Council approve the submission of a funding application to the Green Municipal Fund to support a term staff position in the development of a Climate-Ready Plan for the Town of Kentville.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

(b) Councillors' and Mayor's Reports

Reports were received and are part of the meeting record.

(1) Councillor John Andrew

Highlights included appreciation to residents for electing him to this position, and appreciation to staff and the province for the thorough orientation.

Report available for more information.

(2) Councillor Rob Baker

Highlights included appreciation to staff for orientation and provincial orientation. Councillor Baker highlighted the value of networking at this orientation.

Report available for more information.

(3) Deputy Mayor Debra Crowell

Highlights included council orientation, department updates, election of Deputy Mayor, and appreciation to staff for warm welcome. Deputy Mayor Crowell attended the Kentville Business Community board meeting, the Holly Days community event, and the Kentville Historical Society meeting.

Report available for more information.

(4) Councillor Samantha Hamilton

Highlights included appreciation to staff for orientation and transition.



Report available for more information.

(5) Councillor Cathy Maxwell

Highlights included re-election to the role of councillor, Annapolis Valley trails Coalition annual general meeting, community breakfasts, Kentville Police long service awards ceremony and NKEC mock election meeting. Councillor Maxwell participated in department orientation meetings.

Report available for more information.

(6) Councillor Cate Savage

Highlights included appreciation to citizens for re electing her to Council, and appreciation to staff for orientation. Councillor Savage gave an update from the investment advisory committee and the regional sewer committee.

Report available for more information.

(c) Mayor Andrew Zebian

Mayor Zebian reported on his activities this month with highlights including orientation and transition to the new role, pumpkin drop at Kings County Academy, Remembrance Day Service, Holly Days, meetings with residents, and orientation meetings.

Report available for more information.

5. BUSINESS ARISING FROM THE MINUTES (a) None.

6. NEW BUSINESS

(a) 2025 Council and CAC Meeting Schedule

Deputy Clerk Jennifer West presented the schedule of meetings for 2025. This calendar is reviewed annually in November for the information of Council, staff and residents.

Report available

It was moved by Councillor Cate Savage and Councillor Samantha Hamilton

That Council approve the schedule of Council and Council Advisory Committee meetings for 2025.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

DRAFT

(b) Appointment of Council Members to Committees and Commissions

Mayor Andrew Zebian reviewed the process of appointing members to internal and regional groups, and presented the list of appointments.

Report available

It was moved by Councillor Cathy Maxwell and Councillor John Andrew

That Council approve the appointments of Mayor and Council to internal and regional committees from November 2024 to November 2025.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

7. CORRESPONDENCE

(a) None

8. PUBLIC COMMENTS

(a) Bunny Bennett

Comment on the presentation by Dillon consulting- the event was well run and information was clearly presented. Support for the stormwater management master plan and the engagement for this project. The final report will be presented to residents in a public meeting.

9. IN CAMERA

It was moved by Councillor Cate Savage and Deputy Mayor Debra Crowell

That Council move into a closed session at 6:40 p.m. to discuss labour and legal matters.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

It was moved by Councillor Cate Savage and Councillor John Andrew

That Council move back into open session at 6:42 p.m.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian Council Meeting Minutes, November 25, 2024 Pending Approval Page 6



10. OTHER MATTERS

It was moved by Councillor Cathy Maxwell and Deputy Mayor Debra Crowell

That Council approve the five-year collective agreement with the Kentville Police Service.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage, and Zebian

11. IN CAMERA

Councillor Samantha Hamilton declared a conflict of interest with the next item on the agenda and left the meeting.

It was moved by Councillor John Andrew and Councillor Cate Savage

That Council move into a closed session at 6:45 p.m. to discuss labour and legal matters.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

It was moved by Councillor Cathy Maxwell and Councillor John Andrew

That Council move back into open session at 7:23 p.m.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Baker, Crowell, Maxwell, Savage and Zebian

12. ADJOURNMENT

It was moved

That the November 25, 2024 meeting of Council adjourn at 7:23 p.m. MOTION CARRIED

Approved by CAO Jeff Lawrence



COUNCIL ADVISORY COMMITTEE Recommendation to Council Environment Task Team Citizen Appointments

At the December 9, 2024 meeting of Council Advisory Committee, Deputy Clerk Jennifer West presented the citizen appointments to the Environment Task Team who will work on the Quest Net Zero Accelerator program in 2025-2026.

Council Advisory Committee recommends

That Council approve the following citizen appointments to the Environment Task Team: William Marshall, Kerri Goode and Emma Vost.

STAFF REPORT



Kentville Environmental Planning Task Team **TOK202410**

Meeting Date: December 9, 2024 **Department:** Administration **Strategic Priority:**

RECOMMENDATION

That Council approve the following citizen appointments to the Environment Planning Task Team: William Marshall, Kerri Goode and Emma Vost.

SUMMARY

The town's climate program is connected to a three-year program that will see significant developments in the areas of community energy planning, adaptation and resilience, and biodiversity. Our Climate Coordinator office through Clean Foundation is working to achieve benchmarks and goals set out in each of these program areas. As this work expands and moves into the community, staff feel that it is important to have a dedicated team working on the Net Zero Communities project with representation from Council and the community. In July 2024 Council approved the development of a task team and this report gives recommendations for members of this task team. This report provides recommendations for resident members of this task team.

BACKGROUND

In November 2023 the Town of Kentville was approved for a grant through Clean Foundation for a fully funded staff person to work on climate projects from 2024 to 2027. This agreement has defined a number of projects being continued or rolled out over the next three years. In February 2024, staff finalized the programs, projects and policies for this position, and the management and reporting for this role. The Climate Update presented to Council in February 2024 (associated document) shows this information. The relationship with the town's coordinator Sofia Munoz and the entire Clean Foundation climate team has been exceptional, allowing the town to make significant progress on each of these issue areas. One of these projects is review and planning for better energy independence through the Quest Net Zero Community Accelerator (NZA) project.

As the NZA project gets off the ground, staff and Council recognize that this should be guided by a committee of Council, with staff providing updates to members of Council and the community.

In general, Committees of council are developed and launched through approval by Council as needs arise. In addition to the committees of Council, Kentville has a model of Task Teams, which are working groups launched to work on a specific topic for a short time period. It was believed that a task team could be developed that would be focused on participation in the Net Zero Communities project as the primary focus group. Council Kentville Environment Task Team Appointments November 25, 2024, TOK202410, Administration Department

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approved the development of this task team in June of 2024, and staff paused in the development of this committee until the new Council was elected.

DISCUSSION

The Town sought three community members who will participate in this work and advertised for positions on the Environment Planning Task Team from July to September 2024. Staff received five applications and recommend the following three people for this team in order to have a wide range of skills and experience:

- **William Marshall:** energy systems, familiar with town buildings through energy efficiency modeling in 2022.
- **Kerri Goode:** strategic planning, sustainability and climate plans.
- Emma Vost: wildlife biology, biodiversity and complex systems.

JURISDICTIONAL SCAN

All municipalities developed Integrated Community Sustainability Plans starting around the time of 2010. Some municipalities have followed these plans and have updated them and others have moved environmental goals forward through other departments. A small number of municipalities have very detailed plans for sustainability. The provincial Community Climate Capacity program through the Clean Foundation is a means to help municipalities in Nova Scotia expand their work on sustainability. Outside of this framework, a small number of Nova Scotia Municipalities are also participating in the Net Zero Communities program for community energy planning.

RELATED COUNCIL DISCUSSIONS

June 24, 2024 Meeting of Council.

Motion approved "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." *This has since been revised to include only (a)*

January 29, 2024. Meeting of Council.

Motion approved "That Council support the Community Climate Capacity grant application."

IMPORTANT DATES OR BENCHMARKS

- January 2024, Launch of the Net Zero Communities Engagement Meetings
- March 2024, Launch of application to Nature Canada for Bird Friendly Town designation
- November 2027, End of Community Climate Capacity agreement and Climate Coordinator staff position

ATTACHMENTS AND LINKS

Climate Program Flyer. Presented to Council in February 2024. Quest Canada Net Zero Accelerator Community Energy and Emissions Program.

RECOMMENDATION

That Council approve the following citizen appointments to the Environment Planning Task Team: William Marshall, Kerri Goode and Emma Vost.

Staff Report, February 2024

Introducing: Climate Projects 2024-2026

The Town of Kentville has been approved for a Climate Community Capacity by the province through the Clean Foundation. This grant will provide a dedicated, remote staff person to help us with our climate-related projects over the next three years. The project will focus on the following three areas of work:

Community Energy Planning.

The town needs staff support to complete the Net Zero Community Accelerator Program through Quest Canada in 2024. This program will include public engagement, strategic planning meetings, creation of an Energy Plan for the Town, and setting emissions targets as a town. To support the town's Energy Plan Kentville the CCC will liaise with the Valley community Learning Association in 2025 to create demonstration projects at VCLA and throughout the town that showcase ways for residents to be more energy independent and resilient. Examples include building and installing bicycle- or solar- powered phone chargers, washing machines, and other devices. Community events will expand on these ideas and help residents create their own power during outages. In 2026, the town will be poised to complete deep energy retrofits to the town hall building. Following an energy audit in 2022 and an accessibility audit in 2023, the CCC will help guide the town to a decision around implementing deep retrofit recommendations by 2026.

Community Adaptation and Resilience.

After several years of extreme rainfall and flooding events, the Town is launching a program to support stormwater management (SWM) for residents and homeowners. From 2024-2025 staff and the CCC will help coordinate seminars, a demonstration site, property assessments and SWM incentives for upgrades on private property. This program will lead to other conversations around adaptation initiatives that will help residents be more prepared for, and resilient in the face of changing weather. Staff and the ccc will work to create an Adaptation Action Plan for the town in 2026.

Birds and Biodiversity.

Kentville has a number of beautiful natural parks that support education programs for bird and wildlife habitat conservation. This has led to the development of a Bird Team which is preparing an application to have the town designated as a Bird Friendly Town through Nature Canada.Staff and the CCC will complete this designation process that includes programs around threat reduction, conservation policies, and engagement programs around birding and habitat conservation.In anticipation of an Adaptation Action Plan, to reduce urban heat islands and to expand bird habitat, staff and the CCC will develop and implement a tree planting plan in the downtown and across public land.







The Climate Coordinator will be highly supported in their work. Through the Clean Foundation, they will have a team of coordinators to work with on complex issues. In Town Hall they will liaise primarily with Jennifer West and also with Alisha Christie, with appropriate oversight by the Chief Administrative Officer Jeff Lawrence.



YEAR 1 OBJECTIVES:

- Community Energy Planning: Net Zero Community Accelerator Program, phase 1. Engagement, strategic planning, data collection.
- Community Adaptation and Resilience: Climate Resiliency Initiative: Natural Stormwater Management. Two seminars, demonstration site design and build, resources and tools for residents
- Birds and Biodiversity: Complete the criteria for Bird Friendly Town designation, submit the application to Nature Canada for consideration.

YEAR 2 OBJECTIVES:

- Community Energy Planning: Net Zero Community Accelerator Program, phase 2. Plan development and implementation.
- Community Adaptation and Resilience: Community Energy Interactive Exhibits. Development of interactive exhibits showing ways to create alternative energy
- Community Adaptation and Resilience: Climate Resiliency Initiative: Natural Stormwater Management. Two seminars, demonstration site design and build, resources and tools for residents

YEAR 3 OBJECTIVES:

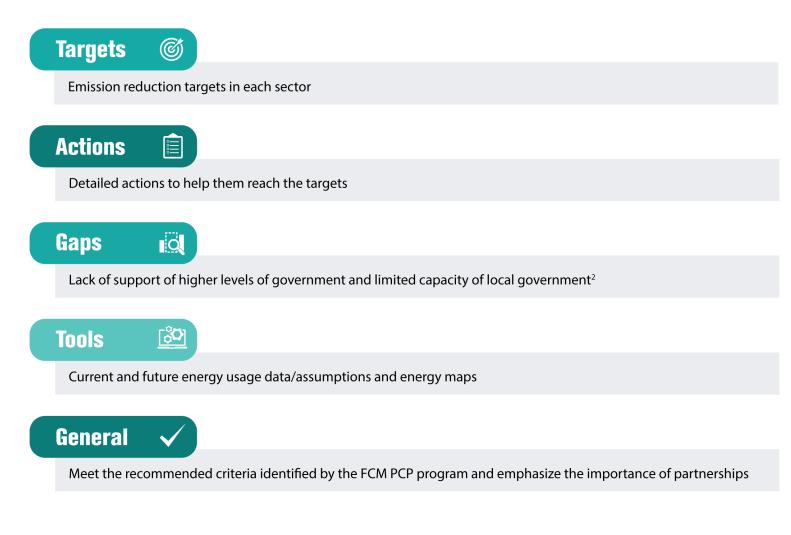
- Birds and Biodiversity: Review priority areas for adding shade trees to the town, and create a short and long term Tree Plan, including budgeting, for new trees in Kentville
- Community Adaptation and Resilience: Using the learnings from the Climate Resiliency Initiative and Bird Friendly Town project, develop and being implementation of an Adaptation Action Plan
- Community Energy Planning: Implement deep energy retrofits and accessibility upgrades to town hall based on energy audit recommendations and accessibility audit recommendations.

COMMUNITY ENERGY AND EMISSIONS PLANNING

AN OVERVIEW

A community energy and emissions plan (CEEP), is a tool that helps define community priorities around energy to improve efficiency, cut emissions, enhance community resilience, manage future risks, and drive economic development¹. It considers energy early in the land-use and infrastructure planning process and identifies opportunities to integrate local energy solutions.

While there is no standard approach for developing a CEEP, there are several common elements found in CEEPs:



¹ There is currently no standard approach for developing and implementing a CEEP. This definition has been developed by the Community Energy Planning: Getting to Implementation in Canada team. For a list of other CEEP definitions visit http://gettingtoimplementation.ca/category/faqs/

² Murphy, R., Pardy, A., Braglewicz, M., Zuehlke, B., & Jaccard, M. (2021). Why is there an implementation gap in community energy planning?. Canadian Planning and Policy / Aménagement Et Politique Au Canada, 2021(2), 11–34. https://doi.org/10.24908/cpp-apc.v2021i2.13956

COMMUNITY ENERGY AND EMISSIONS PLANNING

VALUE TO COMMUNITIES

THE NEED FOR A COMMUNITY ENERGY AND EMISSIONS PLAN

Energy is a basic human need. It can impact the economics, security, environment, and health of societies both positively and negatively. It is essential to understand how energy use affects the quality of life. Canadian cities, towns and villages influence over approximately 60% of energy consumption and over half of all greenhouse gas (GHG) emissions in Canada¹. Consequently, communities have the potential to make significant contributions in addressing Canada's current and future energy and climate challenges. Therefore, a Community Energy and Emissions Plan (CEEP) is essential. CEEP's provide strategic direction to move towards a more sustainable energy future. It drives local economic development and stronger asset and environmental management by:



THE BENEFITS OF A COMMUNITY ENERGY AND EMISSIONS PLAN

Given the uncertainties about future energy prices and the vulnerabilities of centralized power generation, a community energy and emissions plan is fundamental to addressing these issues. It allows self-sufficiency, helps stabilize energy supplies, reduces energy costs, and is far more resilient. Below are some of the benefits you can expect to receive by engaging in community energy and emissions planning^{2,3,4}.

 Improved air, water, and soil quality Help limit the global temperature increase to 1.5°C Healthier ecosystems and more protected green spaces Increases employment opportunities Increases employment opportunities A new source of income for the community More affordable living Improved housing conditions with energy retrofits Improved housing conditions with energy retrofits Increases employment opportunities Maintain local economy Reduces health care costs Increases employment opportunities More affordable living 	Environmental	Economy	Social	Health
	 soil quality Help limit the global temperature increase to 1.5°C Healthier ecosystems and more protected green spaces Reduced greenhouse 	energy bills Maintain local economy Reduces health care costs Increases employment opportunities A new source of income 	 Improved housing conditions with energy retrofits Opportunities for more public transport and transportation options 	from more active living Better mental health for more sustainable and green infrastructure Increased energy resilience to extent power outages mitigating risks

DUEST 🌞

QUEST Canada. (2016). Community Energy Planning: The Value Proposition. Retrieved from: https://bit.ly/3lUeyuF *Ibid Visited States of Caralysis and States and St

⁴ City of Brampton. (2020). Community Energy and Emissions Reduction Plan. Retrieved from: https://bit.ly/3Lu9MWe

COMMUNITY ENERGY AND EMISSIONS PLANNING

FRAMEWORK FOR SUCCESS

The Community Energy Implementation Framework contains 10 strategies that provide advice on political, staff and stakeholder engagement, staff and financial capacity and embedding energy into local government plans and processes:

1. Develop a rationale

Identify what issues the community energy and emissions plan (CEEP) will address and how it will help Council get the information it needs to make effective decisions.Consider including references to other successful CEEPs and describe how they benefited the community.

2. Define the value proposition

Benefits of actions and estimation of GHG impacts.

3. Identify community champions

Well-known and respected community members who can promote the project and bring others on board.

4. Engage community stakeholders, elected officials, and the public when developing a CEEP and setting targets

5. Establish governance structures

Accountability, leadership, integrity, stewardship, transparency.

6. Oversight and alignment with other community planning documents

Other community planning documents could serve as a supportive factor for implementation while at the same time also prioritizing the CEEP.

7. Energy staff and technical support

It requires knowledgeable individuals, government agencies, or organizations to lead, manage and implement projects and programs. Many communities lack local capacity, and building this capacity is critical to expanding and accelerating community energy efforts.

8. Monitor and report

9. Budget and financing

Many energy projects face challenges in securing access to financial capital. Identify the funding and financial sources that are available to support the development of the community's CEEP.

10. Plans and policies

It includes providing tools available to implement methods and achieve goals.

Visit gettingtoimplementation.ca for more information.





COUNCIL ADVISORY COMMITTEE Recommendation to Council GRID Grant Application

At the December 9, 2024 meeting of Council Advisory Committee, Strategic Operations Coordinator Alisha Christie presented the GRID grant, which will support infrastructure projects for water, sewer, wastewater, stormwater management and housing infrastructure.

Council Advisory Committee recommends

That Council approve the submission of a funding application to the 2025-2026 Provincial Growth and Renewal for Infrastructure Development Program.

STAFF REPORT



Provincial Growth and Renewal for Infrastructure Development Program (GRID) TOK202411

Meeting Date:	December 4, 2024
Department:	Engineering and Public Works
Strategic Priority:	Stormwater Management

RECOMMENDATION

That Council approve the submission of a funding application to the 2025 – 2026 Provincial Growth and Renewal for Infrastructure Development Program

SUMMARY

The Provincial Growth and Renewal for Infrastructure Development Program aims to support the cost of municipal infrastructure projects that address critical capacity issues, enhance accessibility, and preserve and expand housing service infrastructure.

The funding can be allocated for water, wastewater, stormwater, accessibility or climate change adaptation. The fund seeks shovel-ready projects that help municipalities address critical capacity issues, health and safety, enhance services for housing developments and support accessibility improvements.

The funding program may contribute up to 50% of eligible costs. The remaining costs would be funded by the municipality or additional grant funding. The total program funding is 15 million annually.

Eligible Costs include:

- engineering services and project management
- costs for preparing designs (like design drawings and specifications)
- construction inspection and administration
- costs of construction and equipment according to the plans and specifications

Staff must submit the application by Dec 13th. At this stage, staff are seeking Council approval for the submission. By approving the submission, the Council is not creating a budgetary commitment. If funding is offered, the Council can then decide if they would like to allocate the additional 50% of the project's costs in the 2025 – 2026 fiscal year.

STAFF REPORT



RELATED COUNCIL DISCUSSIONS

Stormwater Management Master Plan

IMPORTANT DATES OR BENCHMARKS

Application is due December 13, 2024

BUDGET IMPLICATIONS

Council is not making a budget decision at this time. By approving the submission, Council is not creating a budgetary commitment. If funding is offered, Council can then decide whether to allocate the additional 50% of the project's costs of \$665,425 in the 2025 – 2026 fiscal year.

RECOMMENDATION

That Council approve the submission of a funding application to the 2025 – 2026 Provincial Growth and Renewal for Infrastructure Development Program.



COUNCIL ADVISORY COMMITTEE Recommendation to Council Annapolis Valley Mountain Bike Association Request

At the December 9, 2024 meeting of Council Advisory Committee, Lorenzo Caterini gave a presentation about the activities and goals of the Annapolis Valley Mountain Bike Association. After the presentation, Mayor Andrew Zebian explained that this grant request is most appropriately reviewed as part of the 2025-2026 budget review process, beginning in January.

Council Advisory Committee recommends

That Council review the AVMBA financial request during the development of the 2025-2026 budgets.



ANNAPOLIS VALLEY Mountain Bike Association

AVMBA



WHO WE ARE

Local non-profit association committed to supporting and growing mountain biking in the Annapolis Valley.







The Gorge is 62 Acres

The AVMBA HAS MOU's ON 300 ACRES

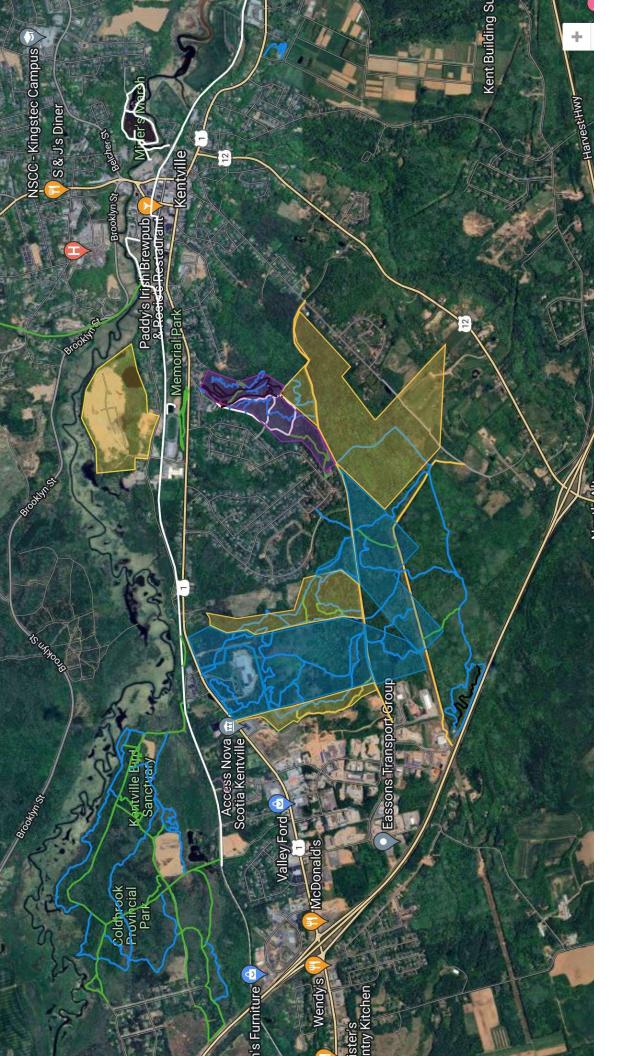
AVMBA





















ANNAPOLIS VALLEY Mountain Bike Association

U N N O N O N **NPAC**



-1500 VISITORS



- -1500 VISITORS
- -4 VISITS DURING THE SEASON



- -1500 VISITORS
- -4 VISITS DURING THE SEASON
 - -SPENDING \$45 PER VISIT



- -1500 VISITORS
- -4 VISITS DURING THE SEASON -SPENDING \$45 PER VISIT
- -\$270,000 ECONOMIC SPINOFF





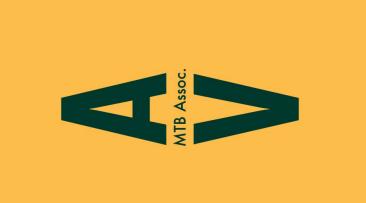
CURRENT FUNDERS AND SUPPORTERS

2024 FUNDING PARTNERS

- 1. Cardiac Rehab group
- 2. Department of Medicine/Valley Internal

Medicine Department

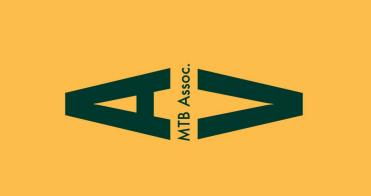
- 3. Cycling Nova Scotia
- 4. Parsons Investments Limited
- 5. Aberdeen Paving
- 6. Bentley Built Homes
- 7. AVMBA membership

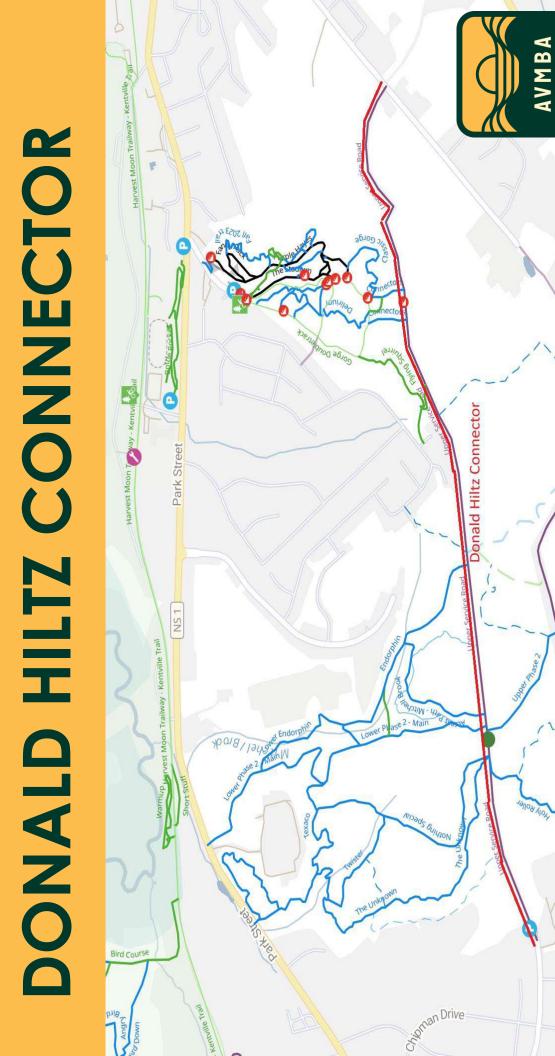


CURRENT FUNDERS AND SUPPORTERS

LETTERS OF SUPPORT

- 1. Paddy's Pub
- 2. Kings Arms
- 3. Maritime Express Cidery
- 4. Taco Centric
- 5. Tan Coffee
- 6. Half Acre Cafe
- 7. Wheelhouse coffee
- 8. Valley Stove and Cycle
- 9. Lisa's Independent





PARTNERSHIP

- We need Kentville to become a partner with the AVMBA and help fund our 2025/26 projects.
- Currently Kentville has not funded the AVMBA and in 2024 we built \$90,000 worth of trail and bike infrastructure
- 2024 Projects Burgher Hill, KCA Trail, Parsons Trail, Sand Pit, Harvest Moon Extension

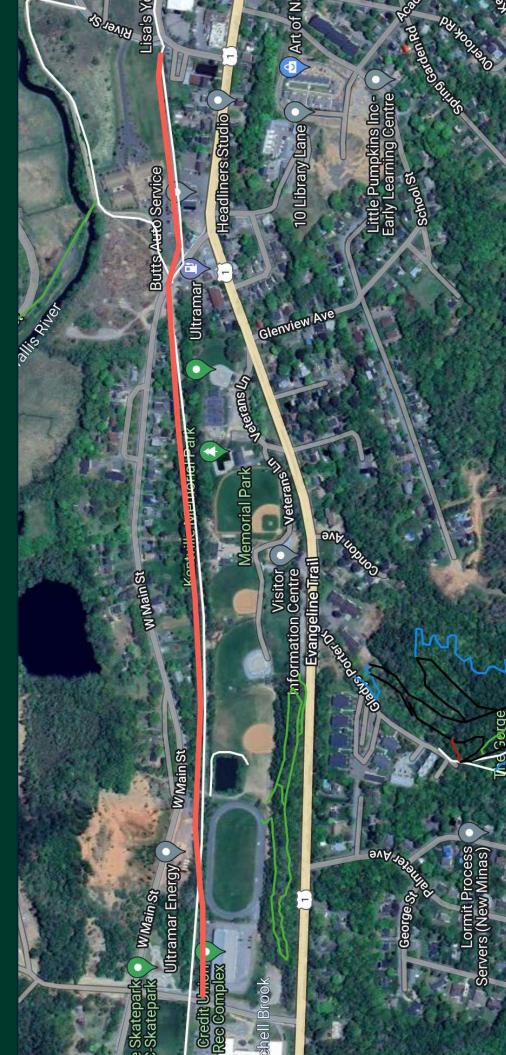


YEAR 1

 We need funding for Signage of our trails to enhance the user experience

PLEASE RESPECT THE TRAILS AND AND DO NOT RIDE WHEN MUDDY

Harvest Moon Trail connector YEAR 1



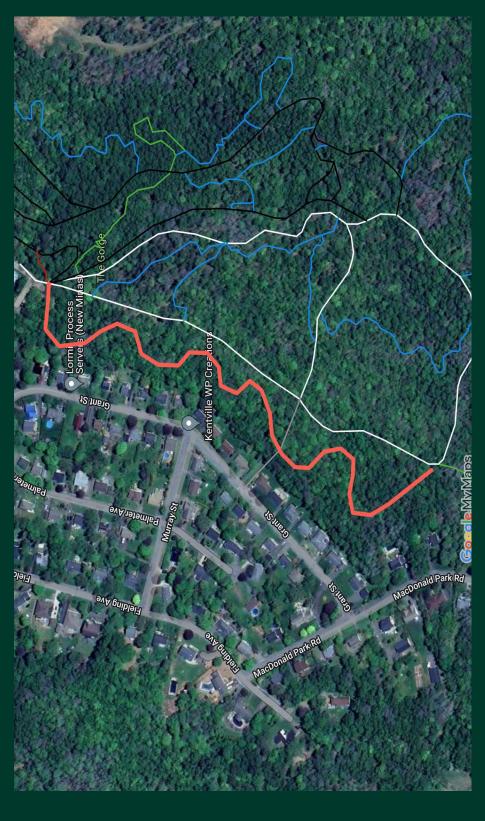
Memorial Field bottle rocket extension YEAR 1



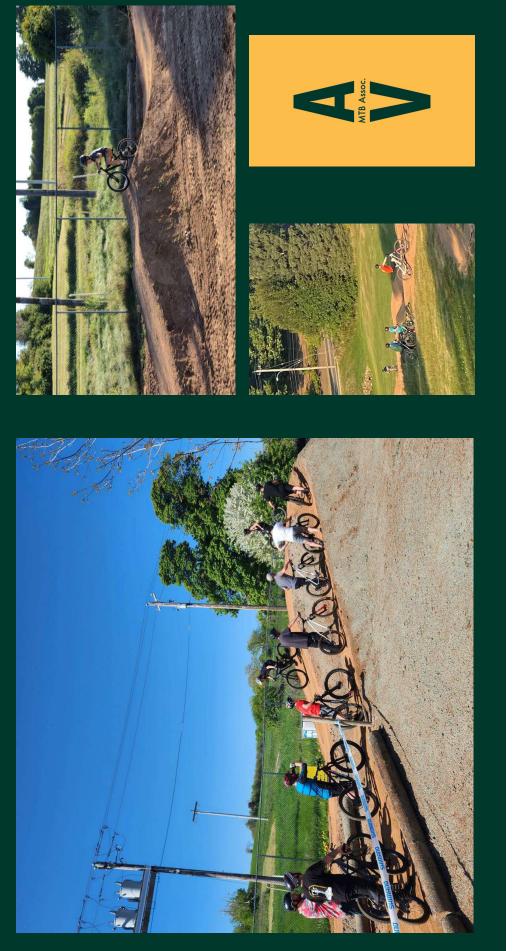
Oakdene Park trail work YEAR 1



Gorge advanced trail YEAR 1



Burgher Hill Youth Lines YEAR 1

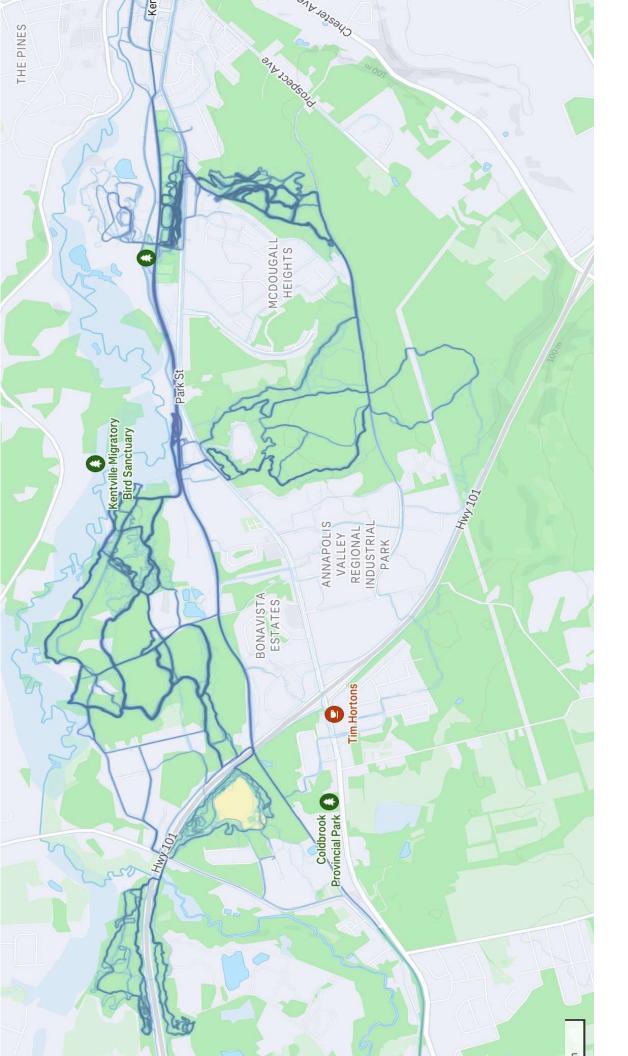


YEAR 2

- BUILD ON PARTNER LANDS (Parsons, Healy, Bryson land creating access to Trail network from Donald Hiltz connector
 - Funding \$100 k



ANNAPOLIS VALLEY Mountain Bike Association







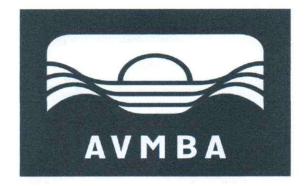
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Your letter of support for the AVMBA, will be included in a presentation to members of Counsel for the Town of Kentville, in an effort to secure funding.

Valley Stove & Cycle endorse and support the AVMBA vision and request for funding from the Town of Kentville to help draw visitors year-round to our local business.

Name: <u>Bill Harvie</u> Signature: <u>B. Hayvi</u>



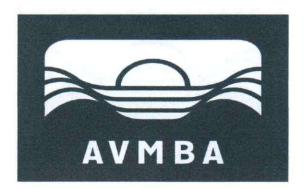
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Maritime Express Cider Co. endorse and support the AVMBA vision and request for funding from the Town of Kentville to help draw visitors year-round to our local business.

Name: Katie Machell-Mah



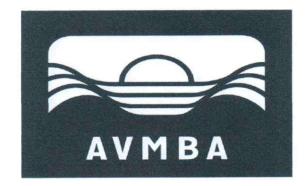
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King's Arm Pub - Kentville endorse and support the AVMBA vision and request for funding from the Town of Kentville to help draw visitors year-round to our local business.

Name: Signature:



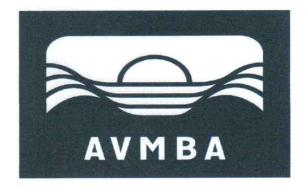
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Half Acre Cafe endorse and support the AVMBA vision and request for funding from the Town of Kentville to help draw visitors year-round to our local business.

Name: Christine Rogers Signature: Christine Rogers



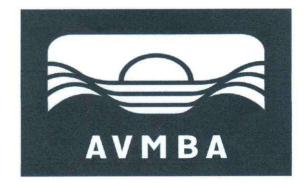
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T.A.N. Coffee - Kentville endorse and support the AVMBA vision and request for funding from the Town of Kentville to help grav visitors year round to our local business.

Name: Signature:



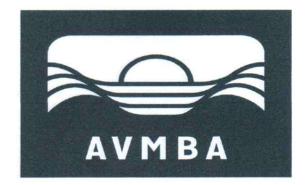
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Lisa's Your Independent Grocer- Kentville endorse and support the AVMBA vision and request for funding from the Town of Kentville to help draw visitors year-round to our local business.

Name: Signature:



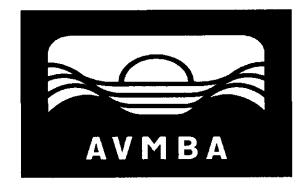
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TACOcentric endorse and support the AVMBA vision and request for funding from the Town of Kentville to help draw visitors year-round to our local business.

Name: Signature:



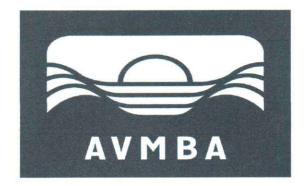
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Paddy's Irish Brewpub & Rosie's Restaurant endorse and support the AVMBA vision and request for funding from the Town of Kentville to help draw visitors year-round to our local business.

Name: <u>Sharon Caul</u> Signature: <u>Sharon Caul</u>



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Wheelhouse Coffee Co. endorse and support the AVMBA vision and request for funding from the Town of Kentville to help draw visitors year-round to our local business.

DiValerio Name: Jason

Signature:

Mayor Snow, Lorenzo Caterini, and outdoor recreation stakeholders of Kentville Nova Scotia

Thank you for reaching out Lorenzo and great to hear about your visit to Bentonville last year. It speaks volumes that you are willing to make the 4,400-kilometer drive from Nova Scotia again this spring to ride our trails! Bentonville Arkansas has become a key destination for mountain biking for enthusiast from north America and around the world. This experiment that Tom and his brother Steuart Walton launched in 2007 has been beyond successful. The results have proven that any community can build mountain bike trails that will improve the quality of life for their citizens as well as creating a sizable economic impact and is a major factor in attracting and retaining talent. Looking at the map of Kentville and the surrounding property you have the perfect pallet to build a similar trail experience as we created here with the Cornwallis River and your rolling hills.

We have 2 economic impact studies that provide the data to prove trails are one of the best investment a community can make:

University of Arkansas Study 2022 showing cycling and trails generate \$157 million https://cber.uark.edu/Economic and Health Benefits of Bicycling in Northwest Arkansas.pdf 2017 original study on the economic impact of cycling and trails <u>https://8ce82b94a8c4fdc3ea6db1d233e3bc3cb10858bea65ff05e18f2.ssl.cf2.rackcdn.com/d0/97/cf26b21948308adae6828624729a/ma rch-2018-nw-arkansas-final-report-corrected.pdf</u>

The magic of Bentonville is the easy access to trails to bike, run or hike, trails connect neighborhoods to the downtown to parks, and even schools. Trails have unlocked the hidden beauty and diversity of our local ecosystem. The pathways have created linear parks that preserve greenspace. The community culture of Bentonville has transformed over the past 15 years into one that is focused on the outdoors, this culture is attracting talent young and old to join our community. This easy access to trails allows for a recreational ride or hike to school or work, now a typical a lunch meeting in Bentonville on bikes. The focus on building trails for beginners, lowering the intimidation to learn to ride off road continues to grow ridership in our local community, women, children, and adults of all backgrounds are riding, running, and hiking trails daily.

The story of how Bentonville became a trail town has been told many times in many ways, here are a few:

Ted Talk -Transform Your Community with Trails <u>https://youtu.be/yXJkWIeNP6g?si=65gjhnI8YFo1Yis7</u> Outside Magazine Article <u>https://www.outsideonline.com/adventure-travel/essays/bentonville-</u> <u>arkansas-mountain-biking/</u>

The bicycle and outdoor industry and organizations are moving here because of the access to trails and the lifestyle around it.

German Brand YT Bicycles picks Bentonville for new center <u>https://talkbusiness.net/2023/06/german-bike-brand-picks-bentonville-for-new-center/</u>

Bentonville Becomes home for the US National Mountain Bike Team

https://www.businesswire.com/news/home/20221215005250/en/Bentonville-Becomes-Home-for-U.S.-National-Mountain-Bike-Team

Vittoria Tires moving North American Headquarters to Bentonville Arkansas

https://www.bicycleretailer.com/industry-news/2022/11/01/vittoria-moving-north-american-headquarters-bentonville-

arkansas#:~:text=OKLAHOMA%20CITY%20(BRAIN)%20%E2%80%94%20Vittoria,building%20with%20bik e%2Dfriendly%20amenities.

Here are a few commonly asked questions.

- 1. *How many people are using bike trails in Bentonville? Any notable visitor ship trends?* Bentonville in 2019-trail counters captured 862,000 users on the trail, in 2020 this number skyrocket to 1.5 million during the pandemic, the trails provided an unmeasurable mental and physical health benefit that kept our kids thriving while large cities trapped children (and adults) inside for months on end. Trail usage has stayed consistent at that high volume but this year we exceeded that number already in November 2023.
- 2. What are the initial and ongoing costs for creating your trail system? Average cost is \$30,000 per mile for basic single track, added whimsical features are up to the imagination. \$1,000 per mile annual for basic maintenance average and up from there, \$4,000 for wide smooth flow/ jump trail.
- How do you manage potential injury risk and the associated insurance? The State of Arkansas has a robust Recreational Use Statute <u>https://www.americanwhitewater.org/resources/repository/Arkansas Recreational Use Statute.ht</u> <u>m</u> The statute limits the liability of land owners allowing recreational use of their property. Many states have a similar statute.
- 4. **Thoughts on acreage and need for elevation in the park?** We have seen success with as little as 125 feet but the more elevation the easier it is to build a wonderful experience. *Lower elevation makes for a better beginner experience.* Coler Mountain Bike Preserve in Bentonville is a little over 300 acres with 22 miles of trail, a great example to replicate. The Rail Yard Bike Park in Rogers just east of Bentonville is a perfect centerpiece "hub" that uses around 30 feet of elevation and can be replicated anywhere https://youtu.be/q5ZJhMmJTuQ?si=N9aMXCkgSF1GUjso this is a favorite for kids and it's paved with asphalt allowing fun for all no matter the quality of the bicycle due to the smooth surface. \$50 bike? No problem.
- 5. What has been the most challenging part of this work? At first it was getting community leadership to buy in, this is no longer the case as the success of Bentonville is driving demand across the state and the nation. Now it is keeping up with growth and quality of experience through maintenance and diversity of trail builds. Currently we are focused on building hand cut single track, hand tools only which is difficult for crews, but the results are an intimate trail experience that holds up to erosion better that wider machine cut trails that channel water in rain storms. One lesson we have learned along the way, is to focus on building trails for first-time off-road riders by creating smooth surface, low risk experiences that parallel paved trails to allow children and adults riding dirt for the first time. This has grown our local ridership by 1,000 percent and has changed the sport in our region from a while male specific sport to an ever-growing diversity of users. Our regional women focused nonprofit group Women of Oz has a monthly ride hosting 150 to 200 women riders and an annual mountain bike summit that host 400. We are a destination for the annual gathering of the largest African American mountain bike group called the Minority Mountain Bikers Home -Minority Mountain Bikers This focus on fun beginner trails has made Bentonville the family destination for fun on bikes. But we make sure to balance this out with progression with intermediate, expert, and pro experiences as well that have the top professional riders and USA cycling coming here to train.
- 1. Any thoughts on partnering with Federal or state authorities in accessing land? Our Monument Trail projects are a collaboration with Arkansas State Parks building world class trails on State Park

properties. Recently Outside Magazine recognized Monument Trails as the best trail systems in the US <u>https://adpht.arkansas.gov/blog/arkansas-monument-trails-named-best-mountain-biking-in-the-u-s</u> This collaboration that started in 2016 came from the success of our trails in Bentonville and other communities. We found the number of users willing to head out to the remote trails in our national forest declining rapidly when they could ride from the restaurant to the trail head in one of our many trails in the cities within the Oz Trails region. State Parks in most cases have camping/cabins with some having restaurants on park property and staff to oversee and maintain, they just needed a world class trail system. This became our strategy for building major trail systems that are not within a community.

There is much more to cover! We would love to host a group from Kentville to come and experience in person what is happening in Bentonville, not only to experience the trails and outdoor lifestyle but see the investment in our town by local and outside firms, something very special is happening here.

Thank you!

Gary Vernon II

Runway Group Director of Investments Outdoor Recreation/Trail Innovation gvernon@wppg.org 10% to 15% of Squamish ridership in Truro is a reasonable objective.

In Squamish, 73% of visits are from same-day visitors. The same ratio was used for Truro, in part because of the proximity to Halifax (like Vancouver in the case of Squamish). This translates into 6,300 same-day visits and 2,400 overnight visits.

Mountain bike visitor expenditures

While visiting Truro, mountain bikers will spend money for transportation, food, beverages, accommodation, biking equipment, etc.

The Town of Truro has estimated the amounts spent by visitors for festivals and events tourism in Truro as:

- ▶ \$47 per person per day for single-day visitors
- \$102 per person per day for multi-day visitors

Recent economic impact studies in Quebec and BC¹⁹ tend to show that the spending profile of cyclists and mountain bikers is slightly higher than the average leisure traveller:

- ▶ \$60 per person per day for single-day visitors
- Up to \$240 per person per day for multi-day visitors

Tourism Nova Scotia's expenditure estimate for travellers from Atlantic Canada is \$130 per person per day for multi-day visitors.

These levels of spending provide us with a bracket of potential annual spending by mountain bike visitors in Truro's local businesses:

- \$540,000 (Truro festivals and events spending profile)
- \$607,000 (average Atlantic Canada traveller spending profile)

 \$951,000 (Quebec and BC cycling tourist spending profile)

¹⁹ Mountain Bike Tourism Association (2016) Sea-to-Sky mountain biking economic impact study. Final report, 27 p. Online: <u>http://headwaterseconomics.org/wp-</u>

4.7 MARKET TRENDS: KEY FINDINGS

An overview of mountain biking discipline

Downhill and cross-country are the two most popular mountain bike disciplines. There has been a recent rise in the popularity of flowtrail experience.

Mountain biking and tourism in Nova Scotia

- Tourists in Nova Scotia mainly arrive by car and the majority are from Atlantic Canada and Ontario.
- Tourist spending has been on the rise in the last five years in Nova Scotia.
- Tourists who engage in outdoor activities are seeking a mix of activities (e.g. tidal bore, hiking, craft beer, mountain biking).

Regional mountain biking offering

- Truro's mountain bike network is one of the largest in the province.
- Nova Scotia's mountain bike trails are mainly cross-country, with only Keppoch offering some downhill trails.
- Unlike the Railyard Mountain Bike Park, a lot of the free access trails are unsanctioned, making investments and promotion more difficult.
- Riding centres with the most services often charge a fee to access the network.

The North American mountain biker profile

Mountain biking popularity is on the rise.

- The typical mountain biker is male and white, but the profile is diversifying.
- The core of mountain bike adepts are between 18 and 55, which means mountain bikers can be active most of their adult life.
- A large portion of mountain bikers are beginners and intermediates. They practise with friends, family or alone.

- Mountain bikers will travel (overnight) to practice sites. When they travel with their families, they prefer destinations with a balanced and diversified offer, with comfortable options for children.
- Facilities on-site and close by (accommodation, restaurants, shops, etc.) play a role in the choice of the destination.

Races and festivals

- The organization of mountain bike events is seen as an economic opportunity for many communities.
- Truro is well positioned in Nova Scotia for its mountain bike races like Victoria's Secret.

Economic potential of mountain bike tourism

- Truro could see up to 8,700 visits per year by mountain bikers from the Maritimes.
- These visits represent new expenditures of between \$500,000 and \$950,000 for Truro's businesses.



COUNCIL ADVISORY COMMITTEE Recommendation to Council Land Easement Request

At the December 9, 2024 meeting of Council Advisory Committee, during the closed session, details of a request for an easement were presented to council. The owner's parcel of land is not accessible by road and asked the town to provide an easement to their property over town-owned land.

Council Advisory Committee recommends

That Council provide an easement over the property at 920 West Main Street (PID55519631).



COUNCIL ADVISORY COMMITTEE Recommendation to Council Bird Friendly Town Designation

At the January 13, 2025 meeting of Council Advisory Committee, Clean Foundation and Climate Coordinator Sofia Munoz gave a presentation about the town's application to become designated as a Bird Friendly Town through Nature Canada.

Council Advisory Committee recommends

That Council approve the application for the town to become designated as a Bird Friendly Town.

STAFF REPORT



Bird Friendly Designation TOK202509

Meeting Date: January 13, 2025 Department: Admin Strategic Priority:

RECOMMENDATION

That Council approve the proposed application to Nature Canada for the Town of Kentville to become designated as a Bird Friendly Town.

SUMMARY

Through the Community Climate Capacity (CCC) program, Kentville's Bird Team has been working towards achieving a "Bird Friendly Town" designation through Nature Canada. This work reflects a program objective identified through Kentville's participation in Clean's Community Climate Capacity program, which includes the development of a pesticide policy and biodiversity strategy. Staff began this work in Spring 2024 and is ready to submit an application to be considered for designation in February 2025.

BACKGROUND

In recognition of the important role birds play in supporting healthy ecosystems, Nature Canada has a program called Bird Friendly City and Bird Friendly Towns, to help Canadian municipalities ensure urban environments are safe havens for birds rather than a source of threats. The Bird Friendly designation is a well-established program with 30 communities across Canada certified, and many more actively working to become certified. The certification includes a systematic review of action in three criteria: habitat protection, threat mitigation, and community engagement. In the Town of Kentville, many of the criteria have already been completed through past projects, ongoing programs or existing policies, and a large part of this project was the collection of information into the application package.

DISCUSSION

Nature Canada states that "A Bird Friendly City is a community where:

- Key threats to birds are effectively mitigated;
- Nature is restored so native bird populations can thrive;
- Residents are actively engaged in admiring and monitoring local bird populations;
- Organizations are creating events to protect birds;
- Progressive municipal policies are created to protect urban bird populations; and
- A Bird Team has been created to oversee and lead these initiatives.



Appendix 1 includes the list of criteria for a community to achieve certification.

Completed Criteria:

Community Engagement

- 1. 2024 Migratory Bird Day event: community bird walk
- 2. Public information and resources: bird friendly webpage and print materials
- 3. Accessible birding location: Miner's Marsh
- 4. Town Bird election: The Crow!

Habitat Protection

- 1. Bird habitat restoration: <u>Belcher Street dykeland restoration</u> (2018-2021)
- 2. Pollinator garden demonstration: <u>Butterflyway garden (BNS)</u> at Miner's Marsh
- 3. Important Bird Area: Southern Bight is the nearest important bird area
- 4. At-risk bird habitat: construction and implementation of bird boxes at Miner's Marsh

Threat Reduction

- 1. Collision mitigation: Bird stickers on Town Hall windows (education and demonstration)
- 2. Harmful pesticide mitigation: pesticide use by-law (in progress)
- 3. Plastic removal: community clean ups
- 4. Bird-friendly farming: presence of ecological farm (Olde Furrow)

Outstanding criteria

Community Engagement

1. Evidence of community engagement with materials/programs (in progress)

Habitat Protection

- 1. Adoption of Biodiversity Strategy (in progress)
- 2. Bird-friendly vegetation management plan

Threat Reduction

- 1. Threat reduction public seminar (in planning stages)
- 2. Adoption of Pesticide Policy (in progress)

Maintaining Designation

Bird Friendly designation is for two-year terms, after which you must reapply. To maintain the Bird Friendly designation, communities must complete the annual mandatory criteria listed below and show some evidence of progress over time.

Mandatory Yearly Criteria:

- Active Bird Team
- Mi'kmaq engagement
- Municipal support
- Annual report

Bird Friendly Town Designation January 13, 2025, TOK202409



- Celebrate World Migratory Bird Day
- Program visibility

RELATED COUNCIL DISCUSSIONS

January 2024, Council approved the application of a grant for the Community Climate Capacity with a report on the project issue areas including community energy planning, community adaptation and resilience, and birds and biodiversity (Bird Friendly designation). The town was successful in this grant application and the CCC coordinator has been working on the birds project as part of this work.

IMPORTANT DATES OR BENCHMARKS

Application for BFT designation due February 20th, 2025.

POLICY IMPLICATIONS

Requires the following policies to be approved by Council:

- Pesticide Policy
- Biodiversity Strategy

BUDGET IMPLICATIONS

Not available at this time

ATTACHMENTS AND LINKS

Appendix 1, Nature Canada Bird Friendly Town Criteria

RECOMMENDATION OR UPDATE INFORMATION ONLY

That Council approve the proposed application to Nature Canada for the Town of Kentville to become designated as a Bird Friendly Town.

Appendix 1, Criteria List

BFT Criteria List – Kentville

Threat reduction

Criteria	Description	How criteria is being met
1.1 (C)	An active strategy to reduce	There is a Kings County SPCA less
	populations of unowned (feral) cats	than 15 kilometers from the Town of
	such as spay/neuter/re-home	Kentville that runs a Trap-Neuter-
	programs, or initiatives to deter pet	Return program.
	abandonment	
1.2 (A)	Demonstrate that your municipality is	The Town of Kentville has purchased
	taking measures to reduce window	and applied anti-collision stickers to
	collisions by treating windows of	the front of Town Hall's windows
	municipal buildings to	where there is reflective glass.
	mitigate collisions of birds	
1.3 (B)	Outreach/ educational campaign to	Educational campaign planned
	reduce light pollution during periods	(2025) about practices to mitigate
	of migration.	threats to birds, especially light
		pollution.
1.4 (A)	Municipality has policies/ bylaws to	In accordance with the Non-essential
	reduce or eliminate pesticide use that	Pesticide Control Act (2010) the Town
	directly or indirectly harms birds on	of Kentville does not use cosmetic
	public and/or private lands, especially	pesticide.
	restrictions on herbicides for	
	cosmetic purposes.	
1.4 (B)	Restrictions on pesticides to control	In progress of adopting neonics
	insect populations that are	pesticide ban on municipal property.
	important food sources for birds	
	(neonics and Bti).	
1.4 (C)	Presence of strong organic/ ecological	Olde Furrow Farm.
	habitat management practices in the	
	community.	
1.5	There are actions to reduce and	The Town of Kentville follows the
	remove plastic pollution within the	Single-use Plastics Prohibition
	local ecosystems, led within the	Regulations. Additionally, the Town
	community.	partners with local schools to
		perform yearly community clean ups

Habitat Restoration

Criteria	Description	How criteria is being met
2.1	There are government policies and/ or	In process of drafting biodiversity
		strategy.

	plans to protect nature and/or	
	plans to protect nature and/ or biodiversity within the territory. In the	
	policy to protect nature, the	
	expansion of natural areas, or	
	protection, maintenance and	
	restoration of regional biodiversity	
2.2 (0)	must be explicitly stated as a goal.	In accordance with Canada's
2.2 (C)	Prohibiting active vegetation	
	management on	Migratory Bird Convention Act, the
	municipal lands during breeding	Town of Kentville does not pollute,
	season.	destroy, or posses migratory birds or
		their nests. The town is in the process
		of developing a bird-friendly
		vegetation management plan.
2.2 (D)	Protecting and enhancing naturalized	Miner's Marsh restoration project
	buffers for watercourses to prevent	(2005).
	water contamination, reduce erosion	
	and provide and protect habitat.	Belcher st Marsh realignment and
		restoration project (2017).
2.3	IBA Nearby	Southern Bright IBA
2.4	Municipality has a demonstration	Pollinator garden at Miner's Marsh
	garden/habitat on municipal lands,	park entrance with signage as a part
	with local native plants to attract	of the Butterflyway project.
	birds and insects.	
2.6	Within the municipality, there are	As a part of work done by the Youth
	projects to increase or improve	Naturalist Club (YNC), a nature club
	breeding or stopover habitat for	geared toward youth and their
	bird species that are of high	families, more than 20 bird boxes
	conservation priority from your Bird	were installed in Miner's Marsh in
	Conservation Region Plan.	Kentville.
		The Town of Kentville has also
		engaged in a Hemlock Woolly Adelgid
		Management Program and has
1		treated hundreds of Hemlock in the

Community Outreach and Education

Criteria	Description	How criteria is being met
3.1	A significant percentage of local	Need to add documentation.
	schools and other educational	
	organizations (e.g. Scouts Canada,	

	Earth Rangers, 4-H) provide students with opportunities to connect with nature, enjoy birds and learn how to help them.	
3.2	Municipality promotes and has information available to its residents and visitors linked with Bird Friendly City Program about ways to help birds.	Bird Friendly webpage and materials developed for public. Need to add proof of engagement.
3.3	Municipality install displays in public areas that include information on birds in the community and the benefits of bird friendly actions.	In Miner's Marsh, a local popular park and birding area, there are public installations providing information about local bird species, habitat, and the importance of habitat protection.
3.4	There is at least one birding location near your municipality that has infrastructure to facilitate the observation and appreciation of birds.	Miner's Marsh.
3.6	Elect Town Bird	Elected Crow.



COUNCIL ADVISORY COMMITTEE Recommendation to Council Bird of the Year

At the January 13, 2025 meeting of Council Advisory Committee, Council discussed and endorsed the crow as the bird of the year for 2025.

Council Advisory Committee recommends

That Council approve the crow as the bird of the year for 2025.



COUNCIL ADVISORY COMMITTEE Recommendation to Council Open Arms Request

At the January 13, 2025 meeting of Council Advisory Committee, Executive Director Leanne Jennings gave a presentation about the need for more support for the unhoused community, and CAO Jeff Lawrence reviewed the request from Open Arms of \$14,616.

Council Advisory Committee recommends

That Council approve the funding for Open Arms for the 2025 project to reduce homelessness in Kentville of \$14,616 contingent on approval by the County of Kings, Town of Berwick and Town of Wolfville agreeing to this proposal.

Open Arms Winter Response Outreach Proposal: Mobile Outreach Team and Drop-In Centre

Executive Summary

This proposal seeks funding for the establishment of a **Winter Response Outreach Program** run by Open Arms Resource Centre aimed at addressing the urgent and growing issues of homelessness in Kings County this winter. The program will run from January to April and involve two key components: mobile outreach and a drop-in centre. Through these two components, the program will provide outreach, case management, counselling and harm reduction services to individuals experiencing homelessness, with a focus on relationship building, community partnerships, social reintegration, and housing supports. The outreach team will work collaboratively with local partners, healthcare providers, and social service agencies to ensure that individuals experiencing homelessness in Kings County receive access to the care, support, and resources they need to regain stability and secure housing.

The portion of funding requested from the Town of Kentville is **\$14,616**, which is a portion of the overall cost according to uniform assessment.

Problem Statement

The last homelessness count for the Annapolis Valley was conducted in 2022¹. The results of this study show that at least 231 individuals in the Annapolis Valley are experiencing homelessness. This number is widely acknowledged to be an underestimate due to limitations of the study. Homelessness and addiction are critical issues facing many rural communities in the Annapolis Valley, with limited resources and infrastructure available to address them. Unlike urban areas, rural regions often lack the specialized support services, multiple shelter services, and mental health and addiction treatment centers that are essential for helping vulnerable individuals. The COVID-19 pandemic and the affordability crisis have exacerbated these issues, leading to increased isolation, unemployment, and mental health challenges. These issues are exacerbated by lack of transportation and personalized support to access the existing system of care. While services exist in our region, not everyone requiring access to these services has the ability and resources to access them on their own.

Homelessness impacts many aspects of our community. We are aware of local businesses and community organizations that are attempting to support individuals experiencing homelessness but are left with few options to turn to for

¹ https://www.homelessnomore.ca/_files/ugd/ac5817_9764b1ba40b2436a874e264ebcccefc6.pdf

support outside of emergency medical and police services. This dependence on police and ambulance services to respond to issues related to homelessness in our communities puts an additional strain on those essential emergency services. Police involvement also further stigmatizes unhoused individuals as 'criminals' which makes it more difficult for them to reach out and receive support.

Proposed Solution

Open Arms is proposing a two-part Winter Response Outreach Program, including mobile outreach and drop-in space that are desperately needed in our community. Our outreach program will recognize the impact trauma can have on whether or not an individual chooses to access support services. The program is designed to work with individuals experiencing homelessness through a trauma informed lens to support people in accessing services and housing supports in a meaningful and appropriate way based on their unique needs. Meeting people where they are and providing basic necessities in a safe, judgement free environment sets the stage for stabilization and self-sufficiency.

A. MOBILE OUTREACH TEAM

GOALS:

- 1. **Reduce homelessness** in Kings County through targeted outreach, prevention, and housing-first initiatives.
- 2. **Provide addiction recovery support** by offering harm reduction services, counseling, and referral to treatment programs.
- 3. **Increase access to mental health services** for individuals living with co-occurring mental health and addiction challenges.
- 4. **Support social reintegration** by connecting individuals with vocational training, housing assistance, and other community resources.
- 5. **Promote community awareness** and reduce stigma surrounding homelessness and addiction through educational campaigns and public engagement.

Program Activities and Services

The Mobile Outreach Team will consist of two full-time staff including a Mental Health Worker. The team's purpose will be to provide a range of services designed to address the diverse needs of the target population, including:

1. Outreach and Case Management:

 Mobile Outreach Team will travel to rural communities and be present on the streets of urban areas to engage individuals who are experiencing homelessness and offer case management services.

- Intake assessments will be conducted to identify immediate needs (e.g., food, clothing, emergency shelter) and long-term goals (e.g., stable housing, addiction treatment, employment).
- Be a mobile access point for the existing Coordinated Access System.

2. Addiction Support Services:

- Harm reduction initiatives, including access safe consumption supplies, naloxone distribution, testing supplies, etc.
- Referral and transportation support to detox centers and rehabilitation programs.

3. Mental Health Support:

- A mobile team trained in trauma informed care.
- Support in accessing existing mental health services (day program, outpatient care, group and peer support, etc).

4. Housing and Social Reintegration:

- Assistance with finding stable, long-term housing solutions through partnerships with local housing authorities, landlords, and the local Coordinated Access System.
- Connection to job training programs, volunteer opportunities, employment opportunities, and life skills workshops.

5. Community Education and Advocacy:

- Public awareness campaigns aimed at reducing stigma and fostering community support for people experiencing homelessness and addiction.
- Collaborations with local schools, businesses, and organizations to create a supportive and inclusive environment for individuals in recovery.
- In-person support for local businesses and communities adversely affected by homelessness

Logistics:

The Mobile Outreach Team will primarily use an Open Arms vehicle to provide mobile services. To start, the service will run Monday to Friday during daytime hours. Supplies for this service will range from harm reduction supplies, food items, gift cards, etc. The geographic reach of this team will be throughout Kings County.

B. DROP-IN CENTRE

The Open Arms Drop-In Centre will be a safe and welcoming space where individuals experiencing or at risk of homelessness can access basic services, receive professional support, and connect with resources for long-term solutions.

The centre will operate as a low-barrier service that prioritizes the dignity and needs of its visitors, fostering a sense of community and belonging.

GOALS:

- 1. Provide Immediate Assistance:
 - Provide reprieve from the outdoors and inclement weather;
 - Offer essential services such as food, hygiene facilities, and a safe space for rest.
- 2. Access to Resources:
 - Connect individuals with resources including housing support, mental health services, addiction recovery programs, medical services, legal aid, and employment opportunities.

3. Foster Well-Being:

- Support the emotional and psychological well-being of individuals through peer support, community connections, and recreational activities.
- Connect individuals with diversion and eviction prevention supports
- Act as an Access Point for the local Coordinated Access System.

Logistics

The Drop-In Centre will be a welcoming space for all members of the community. It will be centrally located with good access to public transportation and close proximity to other social services. Ideally, there will be a kitchen and dining space, laundry and shower facilities, as well as an area for programming and socializing. To begin with, the service will operate five days a week during daytime hours, with the aim of expanding to seven days a week. Partnering agencies will be invited to have a staff person present at the Drop-In Centre once a week to offer participants the opportunity to directly connect with the services they need. Individuals aged 16 to 24 will be referred to Portal Youth's drop in space as their services are geared to this demographic.

Partnerships and Collaborations

The Open Arms Winter Response Outreach Program will partner with the following organizations to ensure the success of the project:

- Service Providers who support those in need and experiencing homelessness (e.g. The Portal, Kings County Family Resource Centre, Project HOPE, Kings County Senior Safety Society, Coordinated Access, etc.)
- Municipal units who provide recreation and community programming.

- Local housing support programs and housing authorities to secure stable housing for clients.
- Nova Scotia Health, Public Health and Mental Health and Addiction Services for access to medical care, health programming and rehabilitation services.
- **Indigenous community organizations** to ensure culturally sensitive outreach and support services.
- Local law enforcement to ensure safety and the appropriate use of harm reduction strategies.
- **Employment and social services** to connect individuals with job training, benefits, and other social supports.

Evaluation and Impact Measurement

Outreach activities are not just about providing services but about creating measurable change. This requires a shift from focusing on 'what we did' to 'what difference we made' in reducing homelessness. To ensure the program's success and accountability, the Open Arms Outreach Program will use the following evaluation methods:

- Tracking key performance indicators (KPIs) such as the number of individuals exiting unsheltered homelessness (either to housing or to shelter), number of individuals accessing services, number of individuals sustaining housing opportunities, number of responses to calls from community (businesses and citizens)
- **Surveys and interviews** with program participants to measure satisfaction, progress, and areas for improvement.
- **Partnership feedback** from collaborating organizations to assess the effectiveness of the integrated service model.
- **Community Engagement**: Monitoring the level of community involvement and support, including volunteer participation and public awareness of homelessness issues.

Winter Response Outreach Program Budget Overview

Mobile Outreach Team Winter Response Budget

Staffing, supplies, and transportation: \$80,820

Drop-In Centre Winter Response Budget

Staffing, facility costs, and supplies: \$93,140

Open Arms Outreach Winter Response Program Total Cost: \$173,960

Secured funding for Outreach Winter Response Program:

- \$22,500 from Office of Addictions and Mental Health- (*additional funding secured for three years*)
- \$15,120 from Wolfville and Area Interchurch Council (*additional funding* secured for one year)

Requested Funding from Municipal Partners broken down by uniform assessment:

Total Outstanding Funds: \$136,340

Town of Kentville (10.72%): \$14,616 Town of Wolfville (10.12%): \$13,798 Town of Berwick (3.25%): \$4,430 Municipality of the County of Kings (75.91%): \$103,496

Conclusion

The **Open Arms Winter Response Outreach Program** is a vital initiative that will directly address homelessness in Kings County, ensuring that individuals receive the care and support they need to overcome their challenges. By combining outreach, harm reduction, mental health support, housing assistance, community engagement, and emergency shelter, this program has the potential to make a significant and lasting impact on some of the region's most vulnerable populations. We respectfully request your financial support of our Outreach Winter Response Program to improve the lives of individuals facing homelessness this winter.



COUNCIL ADVISORY COMMITTEE Recommendation to Council VIDA Development Agreement

At the January 13, 2025 meeting of Council Advisory Committee, Director of Planning and Development Darren Shupe described the process of reviewing and approving a proposed development agreement.

Council Advisory Committee recommends

That Council direct the CAO to schedule a Public Information Meeting on February 4, 2025 regarding a development agreement for VIDA living developments.



Development Agreement Application - VIDA Living

Staff Report TOK202504

Meeting Date:	January 13, 2025
Department:	Planning and Development
Strategic Priority:	Housing and Planning

RECOMMENDATION

THAT the Council Advisory Committee direct the Chief Administrative Officer to schedule a Public Participation Meeting and draft a development agreement for the proposed development.

SUMMARY

The purpose of this report is to present a Development Agreement application for a 56unit residential development (~25 units in Town) located at Hartlen Court/Oakdene Avenue (PIDs 55034300 and 55341473) for the Council Advisory Committee's review and consideration.

BACKGROUND

An application was received on December 12, 2024 from Elizabeth Barry of Locale Real Estate Inc. on behalf of the owners, VIDA Living 2.0 Inc. for a development agreement to facilitate the Kentville portion of a 56-unit low/medium density residential development. The proposed development straddles the municipal boundary with the Municipality of the County of Kings. To facilitate access to the units, a private driveway will connect Hartlen Court and Oakdene Avenue.

Section 230 of the Municipal Government Act provides the legislative authority for Council to consider the adoption or amendment of development agreement by policy. Policy GD-5 of the Town's Municipal Planning Strategy (MPS) provides the general direction for Council to consider development agreements with Policies IM-10 and IM-11 providing additional detail on requirements and criteria respectively.

DISCUSSION

The subject lots are designated Residential on the Future Land Use Map of the MPS (Figure 1). The subject lots are zoned High Density Residential (R4) on the Town of Kentville Land Use Bylaw Zoning Map (Figure 2). The subject properties are

approximately 81,000 sf (1.86 acres) (PID 55341473, entirely within Town) and approximately 57,500 sf (1.32 acres) (PID 55034300, southern ~25% in Town), for a total



of 137,500 sf (3.18 acres) located on Hartlen Court. The subject properties are undeveloped.

Surrounding Context

Surrounding properties on the west and south side of the subject lots are designated Residential and zoned Residential Two-Unit (R2). On the east side of Hartlen Court, the properties are zoned High Density Residential (R4). To the west are single-unit detached dwellings, to the south a church, and to the east, a cluster of 3-storey multi-unit apartment buildings.

Land Use Bylaw

Section 5.5.2(c) states that:

Council shall consider entering into a Development Agreement for the following uses, in compliance with the Municipal Government Act and Policies IM-10 and IM-11:

i. Multi-unit dwelling community constructed on multiple adjoining lots or single lots within the High Density (R4) Zone at the developer's discretion.

A "multi-unit dwelling community" is not defined in our planning documents. A potential definition which could be included in the development agreement is as follows:

A **multi-unit dwelling community** is a development consisting of two or more residential units on a single parcel of land, designed to accommodate multiple households. These units may be arranged in various configurations, such as apartments, townhouses, rowhouses, or similar building types, and may include shared amenities such as parking, green spaces, recreational facilities, or other common areas.

Where this policy is likely to be used again in the future, we would propose that this type of community is characterized by the following factors:

- 1. Multiple Residential Units: A combination of attached, semi-attached, or stacked housing units.
- 2. Ownership and Tenure: Units may be individually owned, rented, or a combination thereof, depending on the structure of the development (e.g., condominium or rental complex).
- 3. Common Areas: Shared spaces such as hallways, entrances, parking lots, or landscaped areas that are maintained by a designated authority (e.g., homeowner's association, property management).



 Integrated Design: The community is planned and developed as a cohesive entity to ensure compatibility with surrounding land uses, adequate infrastructure, and access to services.

This added clarity can be brought into the Land Use Bylaw as part of a future housekeeping amendment. By including a definition in the proposed development agreement, we would at least have some precedent for any similar applications in the near future.

Development Agreement

A development agreement is a binding legal agreement entered into between the Town and a property owner that are able to address very specific details regarding the design and use of a proposed development. Development agreements are a very useful planning tool since they allow Council to consider the unique opportunities and constraints facing each development proposal on a case-by-case basis.

The ability for Council to consider a development agreement must be stated in the Land Use Bylaw and the Municipal Planning Strategy must identify the kinds of uses that Council may consider in each area. Uses which Council may consider are those which Council has determined may have significant impact on the area and that a negotiated process is required to ensure any potential impacts are minimized. A proposal being considered must be measured against only the specific and general criteria for the proposal in the MPS and not any other criteria.

Municipal Planning Strategy Review

Policy GD-5(d) of the MPS is the primary enabling policy to be considered for this application. This policy provides Council with the ability to consider the development of a 'multi-unit dwelling community', constructed on multiple adjoining lots or single lots, within the High Density (R4) Zone by development agreement at the developer's discretion.

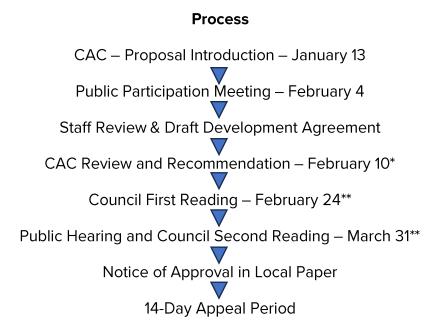
Policy IM-11 of the MPS establishes the general criteria which must be considered for all development agreement applications. A full list of criteria is included in this report in Attachment A with respective areas of review provided. A full review of criteria will be completed upon completion of the Public Participation Meeting.

Policy IM-12 of the MPS provides Council with the ability to require additional information if they consider it pertinent to the development process. These items have been listed in Attachment A for further consideration.

Next Steps



Where a development agreement has not been registered in the Town of Kentville since 2018, we are proposing the following schedule (in-keeping with the requirements of the MGA) to help guide this application:



*soonest anticipated date, upon DA review by both parties **anticipated dates; final dates set by Council

Financial Implications

There are no financial implications for the Town or residents regarding the filing of this report.

Respectfully submitted,

Darren Shupe, Director of Planning and Development

Attachments:

Figure 1: Figure 2: Attachment A: Attachment B: Future Land Use Map Extract Zoning Map Extract Development Agreement Criteria Review Proposed Site Plan & Planning Rationale

Figure 1: Future Land Use Map Extract

Development Agreement Application – VIDA Living January 13, 2025, Planning Department



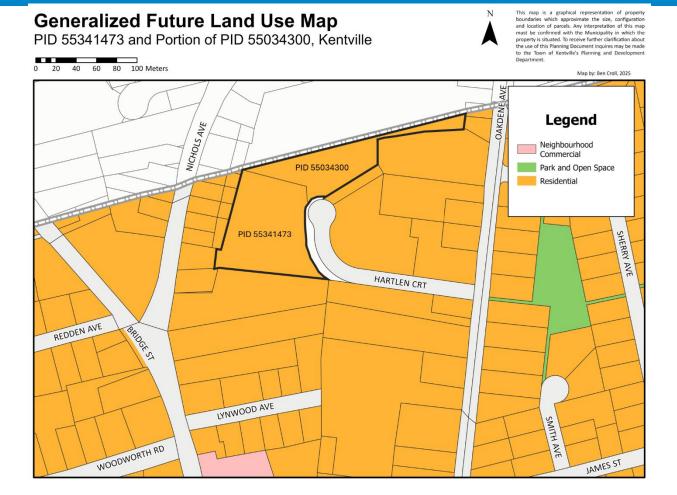
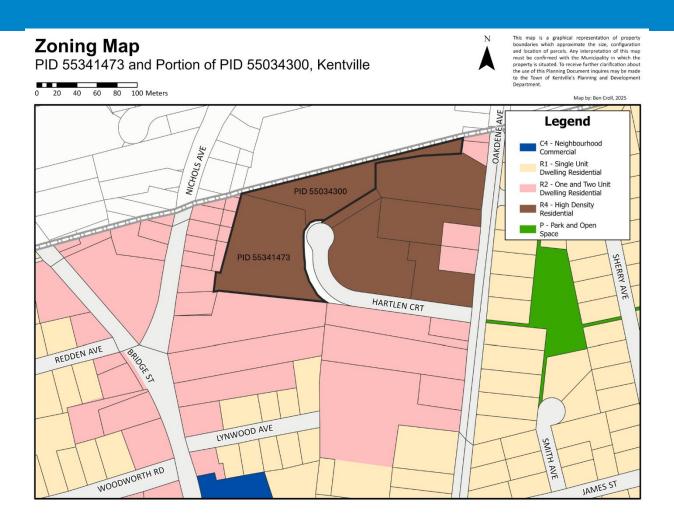


Figure 2: Zoning Map Extract





Attachment A: Development Agreement Criteria Review

Policy IM-11 It shall be the intention of Council when considering a development agreement application to have regard for the following matters:				
a) compatibility of the proposed land use with adjacent land uses;	To be reviewed by Director of Planning			
b) compatibility of the development with adjacent properties in terms of height, scale, lot coverage, density, and bulk;	To be reviewed by Development Officer			
c) compatibility of the development with adjacent properties in terms of lighting,	To be reviewed by Development Officer and Traffic Authority			



signage, outdoor display, outdoor storage,	
traffic, vehicle headlights, and noise;	
d) the adequacy of sewer services, water	To be reviewed by Director of Public
services, waste management services and	Works
stormwater management services;	
e) that the proposal contributes to an	To be reviewed by Director of Public
orderly and compact development pattern	Works
that makes efficient use of existing and	
new municipal infrastructure and services;	
f) the adequacy and proximity of schools;	To be reviewed by Director of Planning
g) the adequacy and proximity of	To be reviewed by Director of Recreation
recreation and community facilities;	
h) the adequacy of the road network in,	To be reviewed by Traffic Authority
and adjacent to, or leading to the	, , ,
development;	
i) the potential for the contamination or	To be reviewed by Director of Public
sedimentation of watercourses or for	Works/Planning
erosion;	
k) previous uses of the site which may	To be reviewed by Director of Public
have caused soil or groundwater	Works/Planning
contamination;	Works/Fildming
I) suitability of the site in terms of grades,	To be reviewed by Director of Public
soil and bedrock conditions, location of	Works/Planning
watercourses, marshes, swamps or bogs;	Works/Harming
m) the ability of emergency services to	To be reviewed by Director of Public
respond to an emergency at the location	Works
of the proposed development;	WORKS
n) the financial ability of the Town to	To be reviewed by Director of Public
absorb any cost related to the	Works
development;	WOIKS
o) that the proposed development would	To be reviewed by Director of Planning
	To be reviewed by Director of Flamming
not have a negative impact or effect on	
natural watercourses, drinking water	
quality and supply, the Kentville Water	
Commission System Source Water	
Protection Area or other natural land	
features by way of contamination, erosion	
and sedimentation;	
p) that the proposal is in conformance with	To be reviewed by Director of Planning
the intent of this strategy and with the	
requirements of Town By-laws and	
regulations other than the Land Use By-	
law; and	



q) the financial ability of the Town to	To be reviewed by Director of Finance			
absorb any costs relating to the				
amendment.				
Policy IM-12 15.10.3 It shall be the intent	tion of Council to require the submission of			
additional information to address issues such as:				
traffic impact	Policy T-8 Exerpt: A TIS will generally be			
	required if the development is expected			
	to generate 100 or more two-way trips at			
	the site entrance(s) during peak hours.			
stormwater management	Stormwater will be reviewed as part of			
	criteria for IM-11(d)			
landscaping	Could require for a more detailed			
	landscaping plan			
servicing	Where water and sewer servicing will be			
	more extensive for this proposed			
	development, a servicing plan has been			
	provided by the applicant to be reviewed			
	by the Director of Public Works.			
impact on the streetscape	Limited impact anticipated, could consider			
	aesthetics of signage and entryway			
where Council considers this informa				
process.				
process.				



COUNCIL ADVISORY COMMITTEE Recommendation to Council Planning Advisory Committee

At the January 13, 2025 meeting of Council Advisory Committee, Director of Planning and Development Darren Shupe described the purpose and value of Planning Advisory Committees, and recommended that Kentville initiate this committee of Council.

Council Advisory Committee recommends

That Council approve the launch of a Planning Advisory Committee for the Town of Kentville.



Recommendation for the Creation of a Planning Advisory Committee

Staff Report TOK202506

Meeting Date:January 13, 2025Department:Planning and DevelopmentStrategic Priority:Housing and Planning

FOR RECOMMENDATION

RECOMMENDATION

THAT Council:

- 1. Approve the establishment of a Planning Advisory Committee.
- 2. Direct the Chief Administrative Officer to finalize terms of reference for the PAC, including its composition, roles, responsibilities, and operational framework.
- 3. Authorize the Chief Administrative Officer to initiate the recruitment process for public members of the PAC.

SUMMARY

The establishment of a Planning Advisory Committee will strengthen the Town's planning processes by fostering collaboration, transparency, and informed decision-making. This initiative aligns with the Town's commitment to sustainable growth and active community engagement.

BACKGROUND

Effective planning processes are vital to sustainable growth and the successful implementation of the Town's strategic goals. Many municipalities have found Planning Advisory Committees to be instrumental in engaging stakeholders, improving transparency, and ensuring informed decision-making in planning and development matters.

The creation of a PAC is consistent with best practices and aligns with the Town's commitment to community engagement and evidence-based policymaking. Such a committee would act as a forum for diverse perspectives and expert advice to inform Council decisions.

Section 200 of the Municipal Government Act provides the legislative authority for Council to create a planning advisory committee for the purpose of advising Council on the preparation or amendment of planning documents and respecting planning matters generally.



DISCUSSION

Role of the Planning Advisory Committee

The PAC would:

- 1. Review and provide recommendations on planning policies, by-laws, and significant development applications.
- 2. Serve as a platform for public engagement in planning processes.
- 3. Advise on the alignment of proposed developments with the Town's Municipal Planning Strategy, strategic objectives, and community values.
- 4. Monitor emerging trends and advise Council on proactive planning strategies.

Proposed Composition

The PAC would include:

- **Council Representation**: Three (3) Councillors.
- **Public Members**: Four (4), including residents, business representatives, and subject matter experts (e.g., in urban planning, environmental sustainability, development).
- **Staff Support**: Representatives from Department of Planning and Development.

Operational Framework

- **Meetings**: The PAC would meet monthly or as needed.
- **Reporting**: The PAC would submit formal recommendations to Council following each meeting.
- **Term**: Members would serve staggered two-year terms to ensure continuity.

Benefits

- 1. **Enhanced Public Participation**: Provides residents a structured opportunity to contribute to planning decisions.
- 2. **Expert Advice**: Ensures decisions are informed by technical expertise and diverse viewpoints.
- 3. **Improved Transparency**: Demonstrates the Town's commitment to open and accountable governance.
- 4. Alignment with Strategic Goals: Supports integrated and sustainable planning practices.

Challenges and Mitigation

- **Potential Delays in Decision-Making**: Clear terms of reference and timelines will ensure the PAC operates efficiently.
- **Resource Allocation**: Leveraging existing staff and resources will minimize additional costs.

Financial Implications



The creation of the PAC may require modest financial resources for meeting facilitation, training, and public engagement. A detailed budget will be developed based on Council's approval of this recommendation.

Respectfully submitted,

Darren Shupe, Director of Planning and Development Town of Kentville

Attachments:

- 1. Draft Terms of Reference for the Planning Advisory Committee.
- 2. Comparison of PACs in similar municipalities.



Attachment 1: Draft Terms of Reference

Town of Kentville Planning Advisory Committee (PAC)

1. Purpose

The Planning Advisory Committee (PAC) is established to provide advice and recommendations to Council on matters related to land use planning, development policies, and long-term strategic growth. The PAC serves as a consultative body, fostering public engagement and contributing to informed decision-making.

2. Objectives

The PAC aims to:

- 1. Review and provide recommendations on planning applications, Land Use Bylaw amendments, Subdivision Bylaw amendments, and Municipal Planning Strategy updates.
- 2. Promote sustainable development practices in alignment with municipal goals.
- 3. Serve as a platform for community input on planning matters.
- 4. Identify and advise on emerging trends, challenges, and opportunities in municipal planning.

3. Membership

3.1 Composition

The PAC shall consist of:

- Voting Members:
 - Up to four (4) members of the public representing diverse community interests, including residents, business owners, and subject matter experts (e.g., urban planning, environmental sustainability).
 - Three (3) members of Council.
- Non-Voting Members:
 - Two (2) municipal staff representatives from the Planning and Development Department to provide technical support and guidance.

3.2 Eligibility

- Public members must reside or own property within the municipality.
- Members should demonstrate an interest or expertise in planning, development, or related fields.



• Council members will be appointed by resolution of Council.

3.3 Term

- Members shall serve staggered two-year terms to ensure continuity.
- Members may be reappointed for a maximum of two (2) consecutive terms.

4. Governance and Operations

4.1 Chair and Vice-Chair

- The Committee shall elect a Chair and Vice-Chair annually from among its voting members.
- The Chair will preside over meetings, while the Vice-Chair will assume these responsibilities in the Chair's absence.

4.2 Meetings

- The PAC will meet monthly or at the call of the Chair, with additional meetings scheduled as necessary.
- Meetings will be open to the public and follow applicable procedures for transparency and accessibility.

4.3 Quorum

• Quorum shall consist of a majority of voting members.

4.4 Decision-Making

 Decisions and recommendations shall be made by majority vote of voting members present.

5. Responsibilities

The PAC shall:

- 1. Review and provide feedback on:
 - Proposed development applications.
 - o Draft planning documents and policies.
 - Amendments to zoning by-laws and the Municipal Planning Strategy.
- 2. Engage with the community to gather input and communicate planning initiatives.
- 3. Submit formal recommendations to Council for consideration.
- 4. Participate in training sessions or workshops as required to enhance understanding of planning processes and legislation.



6. Reporting

- The PAC will prepare and submit meeting minutes and recommendations to Council through the Planning and Development Department.
- An annual report summarizing the Committee's activities and contributions shall be submitted to Council.

7. Resources and Support

- Municipal staff will provide administrative support, including preparation of agendas, minutes, and reports.
- The PAC will operate within the budget allocated by Council for its activities.

8. Amendments to the Terms of Reference

The Terms of Reference may be reviewed and amended by Council as needed to ensure alignment with municipal priorities and legislative requirements.

Approved by Council on: Effective Date: Review Date:



Attachment 2: Comparative Municipal Units

Unit	Council Reps	Members-at- Large	Reference
Town of Wolfville	4	5	https://wolfville.ca/sites/default/files/2023-07/110- 001_Committees%20of%20Council_2023_07_18.pdf https://truro.ca/government/policies/374-planning-
Town of Truro	3	4	advisory-committee-policy-2003-03/file.html
Town of Amherst	3	3	https://amherst.ca/government/policies/planning- development/5179-66000-01-planning-advisory- committee-policy/file.html
Town of Antigonish	3	4	www.townofantigonish.ca/policies-bylaws/policies/954- advisory-committee-policy-1/file.html
Town of Yarmouth	4	b/n 3-10	www.townofyarmouth.ca/documents/policies/1665- citizen-advisory-committees-policy-january- 2024/file.html
Town of Bridgewater	N/A		



COUNCIL ADVISORY COMMITTEE Recommendation to Council Active Living Strategy

At the January 13, 2025 meeting of Council Advisory Committee, Bekah Craik, Active Living Community Coordinator, described the process of public engagement and strategy review for the Town's Active Living Strategy.

Council Advisory Committee recommends

That Council approve the updated Active Living Strategy 2025-2030.



TOK2025 Kentville Active Living Strategy 2025-2030: Council Approval Staff Report 202503

Meeting Date:January 13, 2025Department:Parks & Recreation Department

RECOMMENDATION

The Council Advisory Committee approves the updated Active Living Strategy 2025-2030 which serves as a guiding framework to advance community wellness, active transportation, and environmental sustainability in Kentville.

SUMMARY

The Kentville Active Living Strategy outlines a series of strategic actions aligned with the Parks and Recreation Department priorities to enhance physical activity, community vitality, and contribute to the broader economic and social development goals for Kentville. By implementing this plan, Kentville aims to create a vibrant, inclusive environment where residents can engage in physical activity, leisure pursuits, and social interactions— ultimately contributing to overall health and well-being.

BACKGROUND

Since 2008, the Town of Kentville has partnered with the Province of Nova Scotia through the Municipal Physical Activity Leadership (MPAL) Program to promote active living and foster inclusive, supportive environments. The MPAL Program has been instrumental in fostering local engagement, providing professional support, advancing equity and inclusion, promoting less-structured physical activity, and implementing systematic monitoring and evaluation. These efforts create environments that encourage active living and enhance the health and well-being of residents across Nova Scotia.

In 2024, the Town reaffirmed its commitment to this initiative by renewing a 5-year Memorandum of Understanding. This agreement outlines the roles and responsibilities of the partnership, including the development and implementation of a community-wide physical activity and movement plan.

In creating the Active Living Strategy, the Town of Kentville has joined municipalities across the province that have partnered with the Department of Communities, Culture, Tourism, and Heritage through the MPAL program to develop action plans aimed at increasing physical activity. The Strategy outlines the steps to provide residents with the opportunities and knowledge necessary to participate in more physical activities more often.

DISCUSSION

The Active Living Strategy is a comprehensive plan to increase physical activity levels among all residents. Rooted in research and shaped by community input, it aligns with local, provincial, and national objectives, emphasizing inclusivity and accessibility.



While the Parks and Recreation Department will play a key role in facilitating communityfocused initiatives, the implementation of the strategy will not rest solely on the department. A whole-of-government approach will be employed, with actions undertaken by various municipal departments, community organizations, and other lead players. Partnerships and collaboration will be central to the strategy's success, ensuring a shared responsibility and broad-based support. Programs will prioritize social connections, flexibility, and family participation, and will be designed to be non-competitive and accessible, providing meaningful opportunities for all residents to engage in active living.

Key Priority Areas:

- **1. Community Wellness** Empower Kentville as a community where wellness and recreation are accessible, fostering physical, mental, and social health.
- **2. Active Transportation** Make active transportation an integral, enjoyable part of daily life in Kentville for all ages and abilities.
- **3. Outdoor Education & Environmental Stewardship** Foster a community connected to nature, emphasizing sustainable practices and environmental responsibility.

IMPACT ON STRATEGIC PRIORITIES

The Active Living Strategy 2025-2030 aligns with the Town of Kentville's broader strategic priorities by fostering inclusivity, promoting sustainability, and enhancing community infrastructure. It supports the Town's goals of creating equitable opportunities for physical activity, improving active transportation networks, and integrating environmental stewardship into municipal planning. By emphasizing community wellness and collaboration across sectors, the strategy contributes to building a vibrant, healthy, and connected community for all residents.

JURISDICTIONAL SCAN

The Active Living Strategy aligns with national and international frameworks such as the WHO's Global Action Plan on Physical Activity, Canada's Physical Activity Guidelines, and ParticipACTION recommendations. These frameworks emphasize reducing barriers to physical activity through inclusive, accessible, and community-driven approaches.

While rooted in these broader principles, Kentville's strategy is uniquely tailored to local needs. It incorporates community-specific action plans, such as the Kentville Moves: Active Transportation Plan and the Parks and Recreation Master Plan, ensuring that initiatives reflect the town's demographics, geography, and priorities. This localized approach allows Kentville to leverage provincial and federal guidelines while addressing the distinct challenges and opportunities within the community.

RELATED COUNCIL DISCUSSIONS

Mandatory, when available

IMPORTANT DATES OR BENCHMARKS

Mandatory, when available



POLICY IMPLICATIONS

The Active Living Strategy aligns with key municipal, provincial, and national policies and frameworks that guide public health, urban planning, and community development. Key policy documents that support this strategy include:

- 1. Municipal Government Act (MGA)
- 2. Municipal Planning Strategy (MPS)
- 3. Active Transportation Policies
- 4. Environmental Sustainability Policies
- 5. Public Health Policies

BUDGET IMPLICATIONS

The financial implications of implementing the Active Living Strategy 2025-2030 will require both operational and capital funding.

All financial requests related to the Active Living Strategy will be submitted for review during the Capital & Operating Budgeting process, with clear alignments to specific priority areas. The Parks & Recreation Department will seek funding from both internal and external sources, including provincial and federal grants, to maximize investment in community wellness and infrastructure.

- **Short-Term (1-2 Years)**: Focus will be on smaller-scale community engagement initiatives, initial infrastructure improvements, and event programming.
- **Medium-Term (3-5 Years)**: Larger infrastructure projects (e.g., new trails, cycling routes, and park upgrades) and ongoing program delivery will require capital funding and operational support.
- **Long-Term (5+ Years)**: The strategy's long-term success will depend on sustained funding for maintenance, evaluation, and potential expansions of services and infrastructure.

COMMUNICATION IMPLICATIONS

The Active Living Strategy will be communicated to stakeholders and the public through a multi-channel approach, including Community Engagement, Digital Outreach, Partnerships, Events, and Progress Updates.

ATTACHMENTS AND LINKS

Active Living Strategy – Full document for review. Community Gathering Summary – January 2024 Community Gathering Summary – November 2024

RECOMMENDATION

The Council Advisory Committee approves the updated Active Living Strategy 2025-2030 which serves as a guiding framework to advance community wellness, active transportation, and environmental sustainability in Kentville.



January 2024

Community Partner Gathering

The Kentville Parks and Recreation Department works in partnership with multiple community organizations, groups, associations, not-for-profits and service providers. The department collaborates with them by offering joint programming and event hosting, partnering on grant applications, and providing equipment, space or supplies as needed.

Kentville community organizations are highly skilled and well-connected and exemplify collaborative approaches when offering community support, services and programming.

What we heard...

- Kentville organizations, community groups and not-for-profits are seeing great success in outcomes, programs and physical growth through service expansion opportunities!
- They see opportunities to further collaboration and expand programs or community offerings through intentional partnerships.
- They want to see more diverse perspectives at gatherings, in the community and in informing policy.

"We need to prioritize Black/African Nova Scotian and Indigenous voices."

Kentville Parks and Recreation staff are committed to continuing and expanding how we support and collaborate with community organizations, groups, associations, not-for-profits and service providers. Staff will do so by following up on suggestions and offerings made during the 2024 Community Partner Gathering!



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Highlighted Successes of 2023

The first portion of the gathering focused on the successes their organizations experienced in 2023:

- The renaming of Cornwallis Street to Bridge Street
- Kentville Town Council writing a letter in support of Basic Income Guarantee
- Expansion projects new buildings, new programs, filling service gaps
- · Strong staff teams in the sector
- Having more opportunities to come together, connect and collaborate
- Environmental Day 2023 Oakdene Park
- Increased programming and services
- More staff positions
- New opportunities to support representation and diversity
- · Seeing success in the individuals receiving support
- Partnership programming



In addition to internal programming and events, the Kentville Parks and Recreation Department partners with community organizations to offer approximately 30 programs a year, with multiple offerings on a weekly and ongoing basis.

Highlighted Opportunities for 2024

The second portion of the gathering focused on opportunities which the Kentville Parks and Recreation Department and Community Organizations can work collaboratively towards in 2024

- Multicultural and intergenerational program opportunities
- · Low-cost programs for individuals with varying abilities or disabilities
- Solutions to housing and homelessness
- · Continue to build and deepening community partnerships
- · Grow connections with Indigenous and Black/African Nova Scotian community groups and members
- Seek to offer opportunities to increase community compassion and belonging
- · Providing more volunteer opportunities for youth
- · Offer more sensory-friendly activities year-round
- Create space to have more voices inform community events such as Apple Blossom
- Kentville Parks and Recreation can create demographic-specific programming opportunities in collaboration with specific organizations (e.g., SHIFT program with the Flower Cart.)
- · Increase food and sustainability programs throughout the community
- Increase community connection and understanding of varying lived experiences
- Identify opportunities for not-for-profits or community groups to operate in Town-owned/public spaces
- Kentville Parks and Recreation staff communicating to organizations their scope of influence on public policy
- Identify where community organization goals align with Parks and Recreation programs to seek opportunities for joint partnerships
- · Parks and Recreation staff can offer letters of support for community organization grant applications
- · Parks and Recreation space working with organizations to identify spaces for program or workshop offerings

Next Steps - Goal Setting!

The information shared at the 2024 Community Partner Gathering will inform the 2024 Town of Kentville Parks and Recreation Department Operational Plan. Staff are committed to following up with organizations to offer specific opportunities which further support, amplify, and collaborate to offer intentional and meaningful access to recreation through community.



November 2024

Community Partner Gathering Report

The Town of Kentville Parks and Recreation Department partners with multiple community groups, associations, organizations, not-for-profits and service providers for programs and project delivery.

Kentville organizations are highly skilled well-connected and exemplify collaborative action when offering community support, programming, services and coordination

What we heard

At the gathering, community partners highlight three key action themes for the Parks and Recreation department to consider moving forward:

- Improving communication and outreach
- Continue developing collaborative programs and partnerships
- Increase accessibility and remove barriers to access

Additionally, the group identified three focus topics to consider in future programs and partnerships.



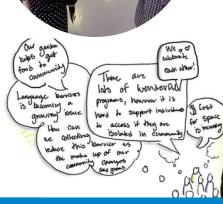
Community Building



Equity, Access and Inclusion



Education and Empowerment





Highlighted Successes of 2024

- Addressing food insecurity with community gardening
- Host the immigration fair at Acadia University
- Growing staff teams and expanding programs
- · Celebrating new active transportation programs
- Partnering with the Parks and Recreation Department on access to programming space
- Supporting the work of a new African Nova Scotian Organization in Kentville
- S.H.I.F.T Program
- Multi-Cultural Festival
- Local organizations sharing training resources

Opportunities for 2025

- Hosting a community Organization Expo in Centre Square
- Programming and support for 2SLGBTQIA+ individuals
- More spaces individuals experiencing housing insecurity can access during the day
- Engaging more community partners in Town led events
- Intergenerational programs and opportunities for connection
- · Increase communications on existing platforms
- Share training opportunities with community partners
- Implementing an engagement framework
- Increase inclusive and diverse programming
- Offering or supporting programs in diverse languages

Next steps

The Parks and Recreation Department staff will bring the information in this report to Town Council. Additionally, staff are committed to following up with attendees to explore building on current partnerships or expanding on new opportunities!



ACTIVE LIVING STRATEGY

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Introduction

The Town of Kentville is a rapidly growing community with diversifying needs and complex challenges that demand innovative solutions. Parks and Recreation serve as vital tools for navigating this complexity, and our department prioritizes intentional partnerships, effective service delivery, and thoughtful development to build resilient communities.

The past few years have been particularly challenging due to many societal disparities, such as COVID-19, economic shifts, etc., which has significantly impacted health and well-being. Many residents have become more sedentary, affecting both physical and mental wellness. In response, it is crucial to prioritize basic needs, create spaces for belonging, enhance outdoor recreation, emphasize unstructured play, and empower communities. Guided by principles such as Learning with Wskitqamu, which emphasizes connecting with the land and learning from nature, and Afrocentric values like Ubuntu, which highlights collective well-being and interconnectedness, the Kentville Active Living Strategy aims to foster an inclusive environment. These principles inform our approach to Strategic Planning, Community Wellness, and the development of Parks, Trails, and Facilities, helping to address systemic challenges and barriers while improving overall health and resilience in the face of ongoing challenges.

As stated in the Framework for Recreation in Canada, "a rebalancing of recreation is necessary if it is to strategically address the barriers and constraints to participation faced by some people, and to celebrate the rich diversity of Canada's population." Recreation belongs to everyone in our community, and as the Parks and Recreation department, we are committed stewards dedicated to meeting these needs. Achieving this requires collaborative action, ongoing communication, knowledge sharing, resource allocation, and joint efforts to improve services.

Based on a thorough review and evaluation of ongoing work within the Kentville Parks and Recreation Department, our community, and our partnerships, four key priorities have been identified:





The Kentville Active Living Strategy outlines a series of strategic actions aligned with these priorities to enhance physical activity in our community. By implementing the Action Plan detailed below, Kentville aims to create a vibrant and inclusive environment where residents can engage in physical activity, leisure pursuits, and social interactions, all of which contribute to overall health and well-being. While our natural spaces offer opportunities for activities like walking, swimming, and skiing, and nearby sports facilities support active lifestyles, many residents still lead predominantly sedentary lives. Systemic challenges, socioeconomic barriers, and aging infrastructure exacerbate this trend.

To address these issues, the Town of Kentville's Active Living Strategy will utilize programs like the Municipal Physical Activity Leadership (MPAL) initiative, developed by the Nova Scotia Department of Community, Culture, Tourism & Heritage: Communities, Sport, and Recreation Division.

THE MUNICIPAL PHYSICAL ACTIVITY LEADERSHIP (MPAL) PROGRAM

The MPAL program partners with municipal units and First Nation Band Councils to fund physical activity practitioner positions aimed at supporting the development and implementation of community-wide physical activity plans. The Municipal Physical Activity Leadership (MPAL) Program in Nova Scotia has been instrumental in fostering local engagement, providing professional support, promoting equity and inclusion, integrating less-structured physical activity, and employing a systematic approach to monitoring and evaluation, the program contributes to creating environments that support active living and improve the health and well-being of residents across Nova Scotia.





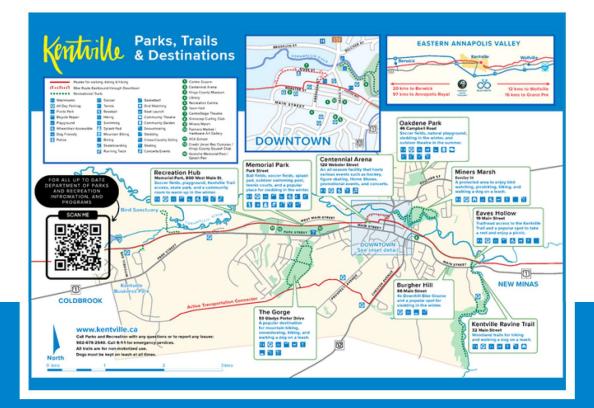
Community Profile

The Town of Kentville, incorporated on December 7, 1886, is a vibrant town of 6,660 (Statistics Canada, 2021) located within the ancestral territory of the Mi'kmaq people. Covering 17.35 km², Kentville boasts a rich cultural heritage shaped by Indigenous, Black Nova Scotian, Acadian, Loyalist, and New England Planter communities. As the largest town in the Annapolis Valley, Kentville has developed into a key agricultural and economic hub while also emerging as a center for active living and community wellness.

The town's demographics, diverse cultural history, and geography create an ideal environment to amplify physical activity across various settings. In the education sector, institutions like the Kings County Academy promote active lifestyles through comprehensive sports and wellness programs. Kentville's strong café culture and events such as the Apple Blossom Festival foster social connections that encourage participation in recreational activities.

Kentville also prioritizes health and wellness in the health care sector, with Valley Regional Hospital and various wellness-focused businesses offering programs that support active living. The town's workplaces are increasingly recognizing the importance of employee wellness, with initiatives that promote physical activity and work-life balance. Additionally, Kentville's parks and trails provide spaces to reconnect with nature and build community connections. These spaces reflect the growing commitment to fostering a deeper understanding of the land and celebrating diverse perspectives, such as Learning with Wskitqamu and the communal values of Ubuntu, which emphasize shared responsibility and collective well-being.

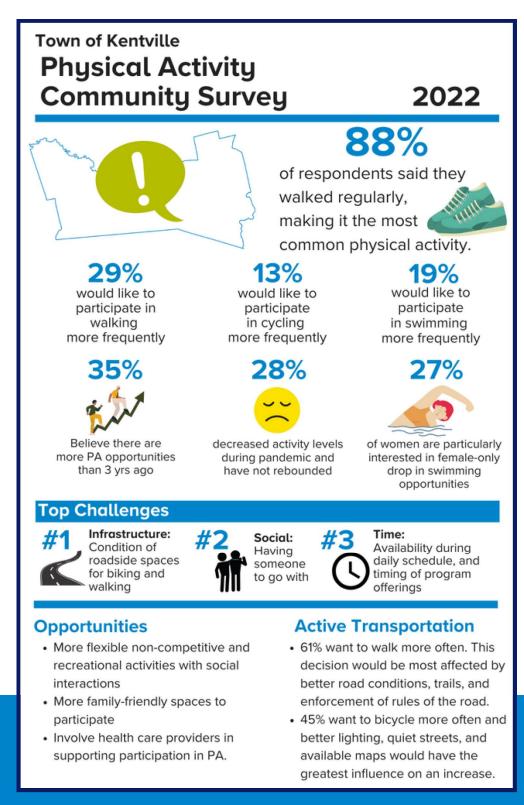
With its focus on sustainability and community well-being, Kentville is well-positioned to enhance active living opportunities while embracing the principles of inclusion and respect for all.





Community Engagement Methods Physical Activity Community Survey

The development of the 2025-2030 Active Living Strategy Action Plan for the Town of Kentville was informed through various methods of community engagement. A key component was a provincially conducted telephone survey by Nova Insights Ltd., which assessed residents' attitudes toward and behaviors related to physical activity. This comprehensive engagement process has provided valuable insights that will shape the strategic actions aimed at promoting active living in Kentville over the next five years.





Community Engagement Methods Community Partner Gathering

A vital method of community engagement for developing the 2025-2030 Active Living Strategy Action Plan is the Annual Partner Gatherings organized by the Kentville Parks and Recreation Department. This department collaborates with various organizations, non-profits, and service providers across sectors such as health care, education, business, and recreation.

The first portion of the 2024 gathering focused on the successes from 2023, where organizations highlighted several initiatives aligned with the Active Living Strategy. Notably, the renaming of Cornwallis Street to Bridge Street promotes community identity and connectivity. The expansion of programs and services addresses local needs, while events like Environmental Day 2023 at Oakdene Park encourage active participation and environmental stewardship.

The second portion of the gathering explored collaborative opportunities for 2024, including developing multicultural and intergenerational programs, offering low-cost activities for individuals with varying abilities, and increasing sensory-friendly events year-round. The department aims to enhance community compassion through youth volunteer opportunities and foster connections with Indigenous and Black/African Nova Scotian groups, supporting the town's commitment to inclusivity and overall wellness.

Kentville Parks and Recreation staff are committed to continuing and expanding how we support and collaborate with community organizations, groups, associations, notfor-profits and service providers. Staff will do so by following up on suggestions and offerings made during the 2024 Community Partner Gathering!





Key Insights 2023 - 2024

Feedback from these gatherings, while not solely focused on active living, revealed key insights:

- Successful Outcomes and Program Expansion: Organizations reported significant success and growth through expanded services, highlighting the effectiveness of collaborative programming that promotes active living.
- Opportunities for Further Collaboration: Participants expressed a strong desire to expand programs through intentional partnerships, emphasizing the need for joint efforts in promoting physical activity.
- Diverse Perspectives: A call for more diverse voices in discussions and policy-making, especially from Black/African Nova Scotian and Indigenous communities, underscores the importance of inclusivity in ensuring programs meet the needs of all community members.

Kentville's community organizations exemplify collaboration by engaging in joint programming, cohosting events, partnering on grants, and sharing resources.

Each year, the department hosts a gathering to discuss community priorities, identify service gaps, and explore how the municipality can support these efforts. This event fosters networking, shares successes and challenges, and highlights opportunities for collaboration to enhance community wellness and resilience. The insights gathered will inform actionable strategies in the Active Living Strategy Action Plan, fostering a more active, healthy, and engaged community.

Kentville Parks and Recreation Department partners with community organizations to offer approximately 30 programs a year, with multiple offerings on a weekly and ongoing basis.

Community Engagement Methods Community Partner Gathering

In addition to the Annual Partner Gatherings, the Kentville Parks and Recreation Department employs several other methods to engage the community:

- Annual Municipal Survey: This survey gathers broad community feedback to inform planning and priorities.
- Community-Specific Surveys: Conducted by the Neighbourhood Outreach Community Coordinator, these surveys focus on specific areas, such as Oakdene Park and Mill Run and Deer Haven, to capture local needs and preferences.
- SHIFT Partnership Visioning Meetings: Held twice annually, these meetings review partnership programming and plan for the upcoming seasons, ensuring that collaborative efforts align with community needs.



Evolving Frameworks:

Integrating Priorities and Policies

The goals of this plan align with various provincial and local strategies for Active Living in Nova Scotia, including Let's Get Moving Nova Scotia and the Shared Strategy for Advancing Recreation. At the municipal level, it supports the Kentville Moves: Active Transportation Plan, the Inclusion and Accessibility Plan, the Diversity and Belonging Task Team, and the Municipal Planning Strategy. It also aligns with the Kentville Parks and Recreation Master Plan and Operational Framework, which prioritize community wellness and facilities. Additionally, it complements the Integrated Community Sustainability Plan, the Police Strategic Plan, and the Annapolis Valley Regional Economic Development Strategy.

This local strategy is backed by international and national frameworks, such as the WHO's Global Action Plan on Physical Activity and Canada's Physical Activity Strategy. The ParticipACTION Report Card and Canadian Guidelines on Physical Activity provide assessments and recommendations for improving activity levels across age groups.

Emerging frameworks also inspire this plan, fostering a deeper understanding of how cultural values and knowledge systems can guide recreation and wellness strategies. Concepts such as Learning with Wskitqamu encourage a reciprocal relationship with the land, emphasizing the importance of learning from and caring for nature to enhance physical, mental, and community well-being. Similarly, the Afrocentric principle of Ubuntu, which focuses on collective well-being and interconnectedness, offers valuable insights into fostering a sense of belonging and shared responsibility. These frameworks help to ground the strategy in values of respect, inclusion, and sustainability, ensuring that the approach is both innovative and culturally responsive.





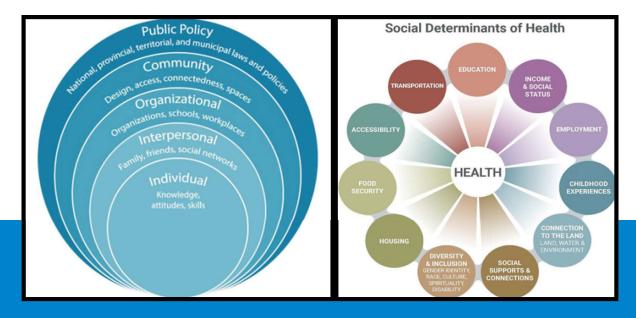
Strategic Action Plan

The Action Plan outlines a comprehensive set of initiatives aimed at significantly boosting physical activity levels across all demographics in the Town of Kentville. Grounded in extensive research and aligned with international, national, and provincial strategies, as well as insights from community consultations and surveys, this plan reflects our community's shared vision of inclusivity. Our goal is to create an environment where families, friends, and individuals of all ages and abilities can actively participate together, fostering both health and social connections.

Central to this initiative, Kentville's Parks & Recreation Department will spearhead the implementation of diverse, community-driven opportunities that prioritize social interaction, flexibility, and family-friendliness. These programs are designed to be non-competitive and accessible, ensuring everyone can find meaningful ways to be active. Inspired by concepts such as Learning with Wskitqamu, the plan also encourages a closer connection to nature, recognizing how experiences with the land can enhance both physical and mental well-being. Similarly, the principle of Ubuntu reinforces the importance of fostering collective well-being, where physical activity becomes a shared responsibility and a way to strengthen community bonds.

By applying the Social Determinants of Health framework and the Social Ecological Model, this action plan targets the root causes of physical inactivity through tailored, inclusive interventions. These frameworks ensure we address barriers to active living at every level—individual, community, and policy—creating sustainable, long-term shifts in Kentville's physical activity culture. These efforts also reflect a commitment to inclusion and sustainability, aligning with the cultural values of respect for the land and interconnectedness among people.

Through this multi-level approach, the plan is designed to engage all sectors of the community, from healthcare and education to recreation and local organizations, ensuring that every resident has access to opportunities for physical activity. This integrated approach supports Kentville's broader public health goals of building a healthier, more vibrant, and active community, while also addressing the socio-economic factors that contribute to inactivity. By prioritizing inclusivity, collaboration, and sustainability, this plan sets the foundation for a more connected and active Kentville for generations to come, guided by a vision of respect for both people and place.







MPAL Plan Outcomes:





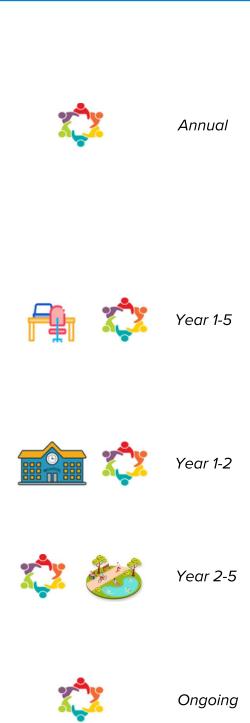
Priority Area #1:

Community Wellness

Empower Kentville to be a community where wellness is prioritized, and recreation is accessible to all, fostering physical health, mental wellbeing, and social connection. Through diverse programs and community-driven opportunities, we will inspire a lifelong commitment to active living and personal growth.

Key Setting

- Offer a social support network through a comprehensive suite of active living programs, including indoor walking, lifelong fitness workshops, free equipment loans, and afterschool activities. Consider integrating a mentorship program pairing younger participants with older community members to promote intergenerational engagement and skill-sharing. These initiatives will promote year-round physical activity and healthy habits, with an emphasis on universal accessibility and progress tracking to foster collective well-being ensure community engagement across all ages.
- Partner with a wider range of organizations (e.g., schools, workplaces health agencies, support services) to offer diverse and low-structured recreational activities (e.g., Make Your Move at Work, U.P. Program, SHIFT Partnership Program, Outdoor Family Fun). Create a framework to evaluate the effectiveness of these programs in fostering social connection, inclusivity, and community participation.
- Work with Acadia University's CODE Dept to develop a Kentville Plays Strategy to guide the evolution of initiatives such as the Kentville Playboxes, Pop-Up Play Events, and Event Playzones.
- Design small pockets of play in public spaces (parks, sidewalks, trails, etc.) with community input to ensure they are accessible, inclusive, and intergenerational. Establish a maintenance plan and metrics to evaluate usage and satisfaction among diverse demographics ensuring these spaces promote a sense of belonging.
- Continue to deepen community partnership networks to share knowledge, connect resources, support, amplify and collaborate in meaningful and intentional ways which build and foster leadership capacity and cultural awareness.



Timeline



Priority Area #1:

Community Wellness

Empower Kentville to be a community where wellness is prioritized, and recreation is accessible to all, fostering physical health, mental wellbeing, and social connection. Through diverse programs and community-driven opportunities, we will inspire a lifelong commitment to active living and personal growth.

- Build lasting partnerships with healthcare providers and local wellness groups (e.g., social walking programs) to encourage daily movement and active living, prioritizing the less active population. Collaborate with healthcare professionals to create strategies that address the social determinants of health, and develop ways to measure how these efforts improve community health and participation in active living.
- Celebrate 'June is Parks & Recreation Month', 'NS Walk Day', and the 'National Day of Play' by planning a variety of structured and unstructured activities, ensuring they cater to all demographics. Implement outreach strategies, such as social media campaigns and community bulletins, to raise awareness and encourage participation. Establish evaluation methods to measure success and community engagement in these events.
- Implement a system for regular assessment of the Facility Allocation Policy by gathering feedback from community members and user groups through surveys and public forums. Use this input to identify barriers and ensure equitable access to recreation spaces. Adjust the policy as needed to enhance effectiveness and maximize usage of recreation assets.

Success Metrics

- Participation & Engagement: tracking rates of participation in events, programs, and initiatives.
- Community Feedback & Satisfaction: collecting community feedback to assess satisfaction and effectiveness of initiatives.
- Partnership & Collaboration effectiveness: evaluating the strength and outcomes of partnerships with local organizations and stakeholders.
- Measurable Health Outcomes: assessment of health improvements and physical activity levels.
- Inclusivity and Accessibility: evaluation of programs and initiatives for inclusivity and accessibility across demographics.



Key Setting

Timeline



Priority Area #2: Active Transportation

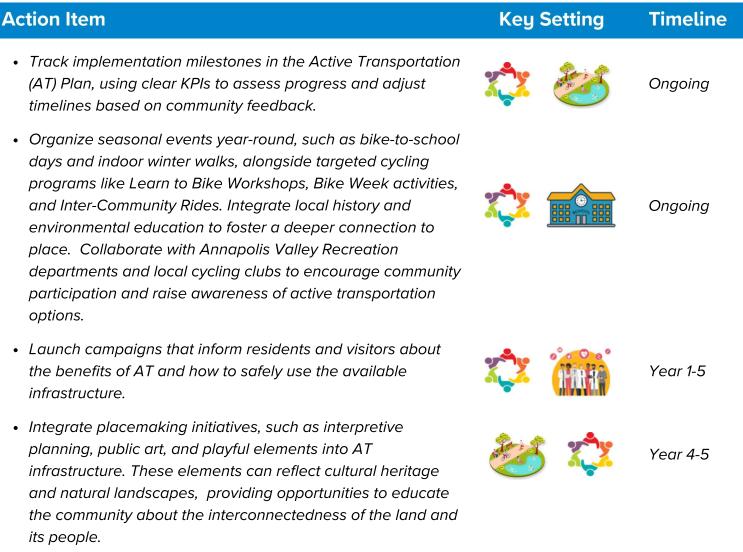
Active Transportation is a comfortable and enjoyable part of everyday life in the Town of Kentville for users of all ages, abilities, and backgrounds. Residents and visitors will engage fully with the community's local stories and landscapes, strengthening their connection to the land and one another.

- **Key Setting** Timeline Year 1-3 Year 1-5 Year 1-3 Year 2-4 Ongoing Year 1-3
- Conduct a comprehensive audit of existing AT facilities, support services, amenities, and wayfinding infrastructure to identify connectivity gaps. Engage the community through public forums and surveys to gather input.
 Ensure inter-connectivity with neighboring municipalities and
- Ensure inter-connectivity with neighboring municipalities and alignment with other AT Plans, incorporating sustainability considerations into future infrastructure developments.
- Assess active transportation standards in the municipal planning strategy and subdivision bylaw to ensure safe and accessible infrastructure, including the integration of the AT corridor with the Donald E. Hiltz Connector.
- Work with the Economic Development Officer, Valley Regional Enterprise Network, and Tourism NS to develop a Regional Cycling Map that highlights cycling routes and attractions throughout the Annapolis Valley. Integrate this effort with broader community development planning.
- Build stakeholder-informed trail networks and promote AT initiatives that foster community ownership. This engagement should include regular meetings and feedback sessions to adapt to community needs.
- Engage local businesses through the Kentville Business Commission to promote Workplace Wellness practices and infrastructure improvements, encouraging active transportation in the form of walking and cycling (e.g., providing walking maps, lunch-time walking groups, bike parking, adopting Cycling Nova Scotia "Bike Friendly Business Certification" program, friendly inter-business wellness challenges, etc.). Track engagement and assess the impact on local AT culture through follow-up surveys with business owners and customers, fostering a thriving active community and supporting local economies.



Priority Area #2: Active Transportation

Active Transportation is a comfortable and enjoyable part of everyday life in the Town of Kentville for users of all ages, abilities, and backgrounds. Residents and visitors will engage fully with the community's local stories and landscapes, strengthening their connection to the land and one another.



Success Metrics

- Participation & Engagement: tracking rates of participation in events, programs, and initiatives.
- Infrastructure Development & Improvements: evaluating the effectiveness of infrastructure changes and upgrades.
- Community Feedback & Satisfaction: collecting community feedback to assess satisfaction and effectiveness of initiatives.
- Heath & Well-Being Impact: measuring improvements in access to active transportation and overall community health.
- Partnership & Collaboration effectiveness: evaluating the strength and outcomes of partnerships with local organizations and stakeholders.



Priority Area #3:

Outdoor Education & Environmental Sustainability

Cultivate a community deeply connected to nature, where nature-based learning and ecological responsibility inspire sustainable practices. Empower residents to protect and enhance the environment, promoting long-term health and resilience for both people and the planet.

- Timeline **Key Setting** • Embed climate change considerations into the planning and maintenance of all outdoor recreation infrastructure to Ongoing Ongoing and surveys, to gather community input before finalization. Year 1-5 Year 4-5 Ongoing Year 2-3
- ensure long-term sustainability and adaptability, aligning with Kentville's climate action and sustainability frameworks. • Develop an overarching Parks, Trails, and Open Space Plan that aligns with municipal development goals and the Kentville Active Living Strategy, prioritizing recreational use, environmental sustainability, and nature-based play. Introduce a public consultation phase, including workshops
- Establish robust maintenance protocols and fiscal strategies for outdoor spaces, ensuring their longevity and ecological health, in line with Kentville's commitment to responsible fiscal management and environmental stewardship.
- Create policies to minimize the environmental impact of municipal programs and external organizations using recreational sites, promoting responsible stewardship and public education in support of Kentville's sustainability objectives. Incorporate an annual policy review timeline to assess relevance and effectiveness, adapting based on new environmental standards or community feedback.
- Foster community programs that blend physical activity with environmental education, engaging residents of all ages in exploring local ecosystems, and promoting Kentville's vision of an active, healthy community.
- Create educational materials, including digital resources like apps and websites, to promote outdoor activities and sustainable practices, enhancing awareness of Kentville's natural resources and supporting community resilience.



Priority Area #3:

Outdoor Education & Environmental Sustainability

Cultivate a community deeply connected to nature, where nature-based learning and ecological responsibility inspire sustainable practices. Empower residents to protect and enhance the environment, promoting long-term health and resilience for both people and the planet.

- Strengthen partnerships with local organizations to enhance outdoor learning and conservation efforts, leveraging shared resources for greater impact, and aligning with Kentville's community engagement goals.
- Work with healthcare providers to incorporate nature-based activities into health programs, emphasizing the mental and physical health benefits of outdoor engagement, consistent with Kentville's public health objectives.
- Implement training programs focused on outdoor education, active living, and inclusivity, addressing the specific needs of diverse groups while promoting Kentville's commitment to community capacity and leadership development.
- Assess outdoor spaces for access barriers faced by underserved populations, and develop a follow-up action plan. Track progress and periodically reassess barriers to ensure all community members can engage in outdoor activities.



Success Metrics

- Participation & Engagement: Track participation rates in outdoor education programs and environmental sustainability initiatives, including community events focused on nature-based learning.
- Environmental Impact: Measure improvements in local ecosystems and biodiversity as a result of community engagement in sustainability programs, such as tree planting or clean-up events.
- Community Awareness: Assess changes in community awareness of environmental issues and sustainable practices through surveys and feedback mechanisms, comparing pre- and post-initiative data.
- Inclusivity and Accessibility: Evaluate the effectiveness of policies and programs aimed at reducing barriers for underserved populations in accessing outdoor education and recreational opportunities.
- Health & Well-Being Impact: Monitor improvements in physical and mental health outcomes related to increased outdoor activity, utilizing health assessments or surveys before and after participation in nature-based programs.

Conclusion

The Kentville Active Living Strategy 2025-2030 provides a comprehensive roadmap to create a healthier, more vibrant community where physical activity, social connection, and environmental stewardship are central to daily life. Building on a strong history of collaboration and municipal commitment, this strategy aligns with national and provincial frameworks, while reflecting the unique needs of Kentville residents.

Through targeted initiatives in Community Wellness, Active Transportation, and Outdoor Education & Environmental Stewardship, Kentville will empower its residents to lead healthier, more active lives. The success of this strategy depends on a collaborative approach that involves not just the Parks and Recreation Department, but also all municipal departments, community organizations, and local stakeholders. By fostering inclusivity, sustainability, and shared responsibility, Kentville will strengthen its infrastructure, promote active living, and enhance the well-being of all its residents.

This strategy is designed for long-term impact, ensuring that the Town of Kentville remains a welcoming, sustainable, and active community for years to come.







COUNCILLOR JOHN ANDREW

December 22, 2025

Highlights:

This month has included a number of discussions with citizens, merchants and housing representatives who are concerned about our downtown. Other communication has been with citizens anticipating the results of our Storm Water Management Study.

Events and Meetings:

Meeting with CAO: December 2nd

Homelessness Lunch & Learn: December 5th

Arena Conditions Assessment and Feasibility Study: December 5th

Holiday Brunch: December 12th

KPS Brunch @ Fire Hall: December 19th

Joint Fire Service: December 19th

Devil's Half Acre Partners Gathering: January 11

CAC: January 13

Meeting with Kentville Fire Service Office Manager: January 22nd

Training and Development:

NSFM: November 26th – 29th @ The Westin



Rob Baker, Councillor January 27, 2025

Highlights:

- 1. I bring to Council the good work of the KIAAC. It is recommending that Council study the proposed Accessibility Action Plan (2025-2029) and after presentation, deliberation and thoughtful consideration, accept it. The Committee would like Council to include all buildings on the Town Hall site in Accessibility Designs. And, the Committee would like Council to consider creating a standing committee of Council to address the provincially mandated requirement of a plan to address equity and anti-hate legislation recently passed.
- 2. I draw Council's attention to the AVRL's funding situation, their staffing challenges and the positive developments of their mobile collection using SamePage

Committee and Commission Appointments:

I. Kentville Inclusion and Access Advisory Committee (KIAAC)

a. Accessibility Action Plan 2024-2029

Council to have the opportunity to review the Plan ahead of its presentation to Council at February's CAC. It is important that Council have the information and opportunity to discuss and input in order to make an informed decision.

- i. Pages 5-7, from previous plan Actions 1 to 14 most in Progress. Page 8 to end: new goals 1 to 5
- b. History of <u>2021 2024 Plan</u>.
- c. <u>Letter on behalf of KIAAC</u> recommends to the Draft 2025-2029 Accessibility Action Plan to Council
- d. Staff Report about the Accessibility Action Plan 2025-29
- 2. Recommendation of <u>KIAAC to include the Recreation Center</u> (all buildings on Town Hall site) when considering a redesign to make the site more accessible. <u>Accessibility Audit of Town Hall done in Dec 2023</u>.



- Money was set aside in the 2024-2025 budget for a consultant to create a study on what the accessibility requirements would be to make Town Hall more accessible.
- Further information will be come from staff and opportunity for deliberation during 2025-26 budget meetings.
- 3. KIAAC recommends that the <u>Diversity and Belong Task Team</u> become a full Committee of Council
 - a. History of when and why the Kentville Inclusion and Accessibility Advisory Committee was created.
 - b. New mandate by the province to create Equity and Diversity Action Plan
 - c. Staff Report to come per discussion with CAO Lawrence about what comparable communities are doing and possible solutions to the KIAAC request.

II. Annapolis Valley Regional Library:

- 1. AVRL's Budget
 - a. AVRL running a deficit due to need to retain staff. No increase since ... so \$2 increase per hour has led to a \$137,000 deficit.
- 2. Upcoming Union Negotiations
 - 45 union 45 casuals
- 3. Provincial Funding Formula Review
- 4. Internal Capacity
- 5. Upcoming Strategic Plan: community consultation/sensitivity analysis with Davis Pier
- Mobile Collection SamePage shared across 9 Regional Libraries
- Canada Post Library Rate vs courier
- Kentville Library security continued consultation with KPS, TOK and AVRL to remedy security concerns.

Events and Meetings:

November 26, 27, 28, 29. Provincial Conference for Councils, NSFM, Halifax - MISSED Dec 5 – Arena Public Consultation

Dec 9 – Council Advisory Committee

Dec 16 – Inclusion and Access Advisory Committee

Dec 19 – KPS Christmas Brunch

Jan 6 – Diversity Committee, Municipality of the County of Kings



Jan 13 – Council Advisory Committee

Jan 16 – Informal meeting with Lorenzo Caterini, AVMBA, Meg Hodges, KBC & Genevieve Allen Hearn, Valley REN.

- Jan 16 Annapolis Valley Regional Library Meeting
- Jan 17 Inclusion and Access Meeting

Training and Development:

- Dec 3 Intro to Insurance and Town Hall
- Dec 4 EMO Training, Municipality of Kings
- Dec 5 Consultation on Homelessness
- Dec 11 Regional Council on Intermunicipal Service Agreements, Valley Waste, Kings Transit, AVR Library
- Jan 7 Financial Management for Elected Officials 1 of 3
- Jan 9 Financial Management for Elected Officials 2 of 3
- Jan 14 Financial Management for Elected Officials 3 of 3
- Jan 15 Provincial Training "Procedural Potholes"

Upcoming – To be announced

- Heritage Committee Meeting in February
- AVRL virtual meeting in February
- Kings Diversity in March as February 6 launch of Black History Month at MOK all are welcome
- KIAAC in February



Debra Crowell Deputy Mayor December 2024

Highlights:

- Attended update sessions with consultants, staff, CAO and Council
- Attended several meetings and events, as noted below
- Attended the Kentville Police Service Holiday Brunch
- Dropped into the Valley REN Holiday Social

Committee and Commission Appointments:

Kentville Business Community:

Corporate photos were taken of committee members, and a holiday social was held.

Investment Advisory Committee:

Key Agenda Items:

• Review of the Town's investment portfolio for the month of November 2024

Decisions:

- The Chair, Councillor Savage, will provide a fulsome review of the meeting.
- The Committee ratified an adjustment to the equity holdings. This rebalancing will provide greater diversification and lower risk.

Kentville Volunteer Fire Department:

Key Agenda Items:

- Election of Chair and Vice Chair
- Audited Financial Statements
- Quarterly financial update
- Draft 2025-2026 Operating and Area Rate Budgets

Decisions:

- Councillor John Andew elected chair with Councillor Robbie Hiltz elected vice-chair.
- JFSC Board Chair, John Andrew may give a more detailed report.
- Budgets were reviewed. KFVD was asked for more detailed information in both Operating and Area Rate budgets, which will be provided at the January 2025 meeting.

Events and Meetings:



Event 1: December 5, 2024- Public Open House re: future of Kentville arena Event 2: December 14, 2024- KVFD holiday banquet Event 3: December 19, 2024- Valley REN social Event 4: December 19, 2024- KPS Holiday Brunch

Meeting 1: November 29, 2024- with Mayor Zebian-Acadia, Kings, Kentville, Wolfville Meeting 2: December 9, 2024- CAC Meeting 3: December 17, 2024- KBC photo shoot & holiday event Meeting 4: December 18, 2024- Meet with Emily Boucher – Valley REN Meeting 5: December 18, 2024- Investment Advisory Committee Meeting 6: December 19, 2024- Joint Fire Services Committee

Training and Development:

December 3, 2024- Administrative update- Insurance, Deputy Clerk & Strategic Initiatives Coordinator

December 4, 2024- Regional EMO orientation with other members of REMO held at County of Kings offices

December 5, 2024- Presentation on state of homelessness in Kentville- Director Langille, Strategic Initiatives Coordinator



Debra Crowell Deputy Mayor January 2025

Highlights:

Getting down to business at the first meetings of the new year with several committees. NSFM training on the new Code of Conduct held at the Old Orchard Inn

Committee and Commission Appointments:

Investment Advisory Committee

Key Agenda Items:

- Review portfolio for December 2024
- Review of changes made to investment structure, which was approved at the December 2024 meeting.
- The Chair, Councillor Savage, will give a fulsome report.

Kentville Business Community:

Key Agenda Items:

- Committee Reports
- Old Business- Strategy Planning, Centre Square Lighting Update
- New Business- Fire & Ice Festival, Coldest Night of the Year, 2025 Sidewalk Replacement Project
- KBC received \$5,000 from CBDC Hants-Kings toward the development of a new strategic plan through the Rural Consulting Advisory Service program. A consultant has been engaged to complete the strategic plan.

Joint Fire Services Committee:

Key Agenda Items: *Meeting to take place January 23, 2025* Decisions:

Events and Meetings:

Meeting 1: January 8, 2025- Investment Advisory Committee Meeting 2: January 13, 2025- CAC Meeting 3: January 14, 2025- Kentville Business Communities Meeting 4: January 18, 2025- Meeting Meeting 5: January 23, 2025- Joint Fire Services Meeting 6: January 27, 2025- Council

Training and Development:

January 20, 2025- NSFM- Code of Conduct training



Samantha Hamilton, Councilor January 27/2025

Highlights:

This report covers activities from November 22, 2024, to January 20, 2025. This report includes a Christmas break and the absence of a council meeting in December. These months included orientations, training, public engagement sessions, and meaningful collaboration opportunities with colleagues and residents. I value the support and dedication of the town staff and the residents of Kentville as we work toward our goals.

Committee and Commission Appointments: Committee 1:

Environmental Task Team Meeting: January 15—Attended the first meeting of the newly formed team to discuss environmental initiatives. During this meeting, William Marshall was appointed the new Chair—congratulations! We received an overview of climate and sustainability initiatives for the Town of Kentville. A significant amount of groundwork has already been completed by Deputy Clerk Jennifer West and Strategic Initiatives Coordinator Alisha Christie, who has done exceptional work in this area. The task members bring a wealth of knowledge and expertise in the field of climate and sustainability, and I am excited to collaborate with them and get to know everyone better. The committee has decided to meet biweekly to maintain progress on these important initiatives. The next meeting is January 29/2025.

Committee 2:

• *Kings Point-to-Point Meeting*: January 15—As a funding partner, along with Wolfville, Berwick, and Kings County, I attended the Kings Point-to-Point Committee meeting. The organization has recently faced significant challenges due to a fire requiring extensive work and effort to navigate. This unexpected event has created considerable financial strain, leading to many discussions about budget constraints and the impact on operations and fundraising activities. Kings Point-to-Point also receives support from the provincial government. The committee is focused on addressing these issues and finding ways to move forward effectively.

Committee 3:

• Library Committee Meeting: January 16 — Participated as the alternate, contributing to library services and programming discussions. Councilor Baker will create a report as he attended, as well as the primary committee member.



Committee 4:

 Police Commission Meeting: January 17—The Police Commission is transitioning, and three of five committee members (two newly appointed council) were present at our last meeting. The swearing-in of new members will take place at the next meeting. During this meeting, we reviewed the strategic plan, and Chief Marty Smith provided a detailed Chief's Report, which included an overview of police events from the past couple of months. I was thrilled to see the high level of interest in the Police Commission applications. The number of highly qualified candidates made the decision challenging, and I look forward to working with the newly appointed members.

Events and Meetings:

Events:

- *Holly Days and Tree Lighting*: November 22—Celebrated the holiday season with a fantastic community event.
- *NKEC Fundraiser Breakfast*: December 1—Supported a great cause and connected with residents.
- *Breakfast with Santa*: December 5—Enjoyed a festive morning with the Kentville Lion's Club.
- New Year's Day Levee: January 1—Welcomed the new year.

Meetings:

- *Kentville Police Services Orientation*: November 20—Reviewed the operations and priorities of Kentville Police Services.
- Stormwater Public Engagement Session: November 20—Participated in discussions with Dillon Consulting about stormwater management.
- *Finance Orientation*: November 22—Explored the town's financial practices and processes.
- *Insurance Orientation*: December 3 Reviewed municipal insurance policies and risk management strategies.
- *Emergency Management Orientation*: December 4—Participated in training at the Municipality of Kings County to enhance regional emergency preparedness strategies.
- Homelessness Orientation: December 5 Explored strategies to address housing insecurity.
- Council Advisory Committee Meeting: December 9—Discussed municipal initiatives and priorities.
- Basic Emergency Management Training: December 11—Continued collaboration with regional stakeholders on emergency planning.



 Council Advisory Committee Meeting: January 13— Discussed municipal initiatives and priorities.

Training and Development:

- Nova Scotia Federation of Municipalities (NSFM) Fall Conference: November 26–29. Key sessions included:
 - **Keynote by Jon Montgomery from The Amazing Race**: The keynote speaker provided insightful perspectives on resilience, goal setting, building confidence, and the impact of positive versus negative self-talk in achieving success.
 - Shaping Nova Scotia's Energy Future: Conference sponsor Nova Scotia Power provided a session on the 2030 Clean Power Plan, highlighting its efforts in renewable energy, including wind energy from the Strait of Canso and the Berwick Solar Farm. It emphasized the importance of building partnerships to achieve goals. The discussion with Nova Scotia Power focused on the effects of climate change on the power grid, the challenges posed by increasing population, collaboration efforts, restoration times, growth plans, and right-of-way clearing. They meet quarterly to discuss liability and related concerns.
 - **Exploring Policing Models**: Reviewed community policing versus RCMP models, discussing key issues affecting policing, such as overtime and stress-related burnout. As a member of the Police Commission, I found it particularly interesting to explore the similarities, differences, and cost comparisons between the two models. There was also a brief discussion of homelessness, a challenge faced by every community.
 - Out of the Frying Pan into the Flood: The session focused on disaster resilience and climate adaptation from an insurance perspective, covering migration, adaptation, and reducing carbon emissions by assessing transitional risks, utilizing alternate power sources, EV fleet vehicles, solar panels, and decreasing GHGs. Key strategies included adapting through reengineering infrastructure, extending asset life expectancy, reconsidering work environments with temperature considerations, using natural assets, and protecting water resources. The discussion also touched on the effects of climate change on properties, with future goals aimed at building resilience, developing disaster plans and drills, collaborating with stakeholders, learning from past events, addressing interrelated vulnerabilities, and integrating municipal asset plans.
 - Advancing Equity in Municipalities: The Accessibility Act, legislated in 2022, sets important requirements with approaching deadlines. It emphasizes the need for first-hand input from individuals with disabilities. The discussion also covered anti-racism strategies aimed at supporting underserved communities.
 - Grant Writing Strategies: The process for accessing grant funding and writing proposals was discussed, with the Nova Scotia Federation of Municipalities (NSFM) regularly updating their list of available grants on their website every Monday. Many non-profit groups and organizations could benefit from the grants listed.
 - Ensuring Safe Workplaces: Discussed risk management policies.
 - Robert rules overview
 - Coastal Land Use Planning: I had the opportunity to discuss one-on-one with this presenter, which provided a great introduction to coastal planning. The discussion highlighted a provincial action plan, focusing on actions 8-12, which are more relevant to municipalities. We covered flood mapping, public awareness, and risk management topics. It was emphasized that properties have



lifespans, and there isn't enough funding to address all the challenges. As stated, "we need to re-solve it, not resolve it," addressing issues before they become crises. The conversation also touched on municipal planning strategies and bylaws.

- *Financial Training for Elected Officials*: January 7, 9, and 14—Gained valuable insights into budgeting, financial planning, and best practices.
- Code of Conduct Training for Elected Officials: January 20—focuses on understanding ethical responsibilities, appropriate behavior, and fostering respectful relationships while adhering to the new municipal government act.

Closing remarks:

I want to thank Deputy Clerk Jennifer West, CAO Jeff Lawrence, and the entire town staff for their dedication and hard work, especially in organizing orientations and events. A muchneeded Christmas break provided time to recharge and refocus. I remain committed to maintaining regular social media updates for transparency and a strong connection with the community. Please don't hesitate to reach out with any questions or feedback.



Cathy Maxwell Council Meeting – Jan 27/25

Highlights:

Since my last Council report we have had a Christmas Break and a CAC meeting. I also attended one Inclusion and Accessibility Committee Meeting and missed one due to a death in my family. I also attended an Annapolis Valley Trail Assoc Meeting and a few Community Events.

Committee and Commission Appointments: Committee: Inclusion and Accessibility Dec 16/22

Key Agenda Items:

- Approval of the Accessibility Action Plan
- Arena Conditions Assessment
- Oakdene Community Gardens Report
- Town Hall Renovation Update
- Diversity and belonging Task Team Update
- Committee Membership Update and Naming of the Chair (Nicole Ross)
- Provincial Standards Update

Discussion or Decisions:

Some discussion occurred around asking the council to consider the Recreation Center be included in the town hall renovation and the Diversity and Belonging Task Team is looking to become a committee of council.

Committee: Annapolis Valley Trail Coalition – Jan 9/25

Key Agenda Items:

This meeting was to review the history of the coalition and look at where it goes from this point onward.

Discussion or Decisions:

The decision was made to have a facilitator at our next meeting from the Province to help the coalition to come up with next steps.

Events and Meetings:

Dec 3 - Arena Condition Assessment Update

Dec 6- AVTC Meeting

- Public Info Session on the Arena

Dec 9 - CAC

Dec 16 – Inclusioin and Accessibility Committee Meeting

Dec 19 – Police Holiday Brunch

Dec 20 – Oakdene Park Garden Christmas Event

Jan 9 – AVTC Meeting



Jan 13 – CAC

Training and Development:

- Dec 3 Lunch and Learn: Insurance for elected officials
- Dec 5 Homelessness Lunch and Learn
- Jan 20 Code Of Conduct Training



Cate Savage – Councillor CAC Date – January 13th 2025

Highlights:

Summary of highlights, to be read at council meeting. If you are chair of a committee, you are responsible for reporting on that committee. If you are not the chair, please include information in your report, but defer to the chair to report verbally.

Committee and Commission Appointments:

Committee 1:

IAC – Jan 8th 2025

The portfolio is just north of 14MM

Money Weighted against the balanced income CAD 10.76 for the 2024 year against 9.31. We definitely punched above our weight as our bonds didn't reprice.

IA invested the equity portion of fund into core dividend equity model under the privately managed portfolio program.

There was no shift in asset allocation but rather a shift to the new managed account. We now hold 35 positions in equity.

Committee 2: RSC

January 16, 2025 – operations and compliance updates / regional compliance report / regional force main report – update / supplemental budget updates

Budgets – operating and capital were not available at this meeting due to staff changeover – they should be coming back to the committee in Feb 2025.

Committee 3 – BOPC

This was my first meeting of the BOPC – very interesting committee thus far – our KPS is equipped with a complete set of officers – we are at full compliment – The KPS Strat plan was reviewed – please find same on their website

-Operating and Capital budget moved to next meeting

-Public engagement with KPS was discussed and overall feeling is that same is well received from public.

Events and Meetings:

N/A

Training and Development:

Code of Conduct "briefing" January 20th – this COC has teeth and will also be fully accessible to the public

MAYOR'S REPORT

NOVEMBER 25^{TH 2024} – JANUARY 20TH 2025

November 28 th 2024	Met With Citizen	Regarding Campbell Road
November 28 th 2024	Meeting @ Acadia	Met with Mayor Corkum &
	University	Mayor MacKay to discuss
		scenario around Rec Centre
December 3 rd , 2024	Micro Talks	Meeting to discuss Town's
		insurance policies and
		deductibles.
December 4 th , 2024	Municipality of County of	Met for an informative
	the Kings	overview of Kings County
		Regional Emergency
		Management Organization.
		(Kings REMO) is responsible
		for providing a prompt and
		coordinated response to
		emergencies that occur
		within its jurisdiction
December 5 th 2024	Presentation @ Town Hall	Presentation on
		Homelessness
December 5 th , 2024	Arena presentation @	Staff put together various
	Kentville Fire Hall	proposals and scenarios of
		what the arena could look
		like. It was informative and
		easy for the public to follow.
		Report to be received by
		Council soon.
December 5 th , 2024	AVR	Recorded Kentville Holiday
		Greetings for Radio.
December 7 th , 2024	Lion's Club	Helped serve breakfast.
		Huge turnout of folks.
December 9 th , 2024	Council Advisory	Various presentations and
	Committee Meeting	staff reports presented to
		Council

December 11 th , 2024	Municipality of the County of Kings	Intermunicipal Services Agreement (IMSA) Session Presented. Information included Kings Transit, Valley Waste, Annapolis Valley Regional Library, Valley Regional Enterprise Network. A great overview of these entities.
December 13 th , 2024	HRIS Myway Training	Training on staff system
December 14 th , 2024	Kentville Volunteer Fire Banquet	It was an honour to present awards on behalf of the Town of Kentville. Jeffrey Barkhouse and Jason Rushtoneach received a 15 year service medal from the Town of Kentville.
December 16 th 2024	Downtown Video Clip	Created a video clip showcasing a small portion of our amazing retail, food and services in Downtown Kentville. Video was fabulous, thanks to Lindsay and Amanda. More to come in the future
December 17 ^{th 2024}	Discussion With Citizen	Regarding Department of Justice Appointment on Kentville Police Commission
December 18 ^{th 2024}	IMSA	Kings Transit: Deficit anticipated for 2024- 2025 operations in range of \$197,000 Anticipated increase in
		funding requirements Have secured baseline funding from the Federal
		Government in the amount of \$514,000 per year for 10 years starting in 2026

		,
		Actively recruiting a General Manager Addressing items raised in the WSP Kings Transit Authority Strategic Plan including replacement of aging fleet including investigations into securing battery electric buses. No decision has been made yet on electric buses to date.
		Valley Waste : The Board has approved changing the approach to curbside collection services to include the bi-weekly collection of 2 items of bulky waste rather than holding a spring and fall clean up service offering a year-round service to residents with an estimated starting date of April 2026.
		Projected surplus for the 2024-2025 operations in range of \$440,000. All surplus funds will be returned to the Parties when the Audited Statements for the year ending March 31, 2025 are approved
December 19/2024	Kentville Police Holiday Brunch	This was held at the KVFD and it was well attended. Great to see so many help out and out supporting this great cause. Well Done!

December 29 th . 2024	Attended the funeral of the late Kentville Town Counillor Tony Bentley	
January 13 th , 2025	Council Advisory Committee Meeting	Presentations and Staff Reports Presented.
January 15 th 2025	IMSA	An extensive tour of Valley Waste was Provided to the Committee. It was very Informative and to learn About various updates they have in place.
January 20 th , 2025	Code of Conduct Session at the Old Orchard Inn	An informative session Detailing the new Code Of Conduct. There are Concerns about the Investigative process And potential costs.
Citizen Engagement December 2024-January 2025	Citizens	Dialogue with many citizens over service delivery of plowing/salting roads. Citizens engaged Regarding Stormwater Study
December 2024-January 2025	CAO/Deputy Clerk	Conversations centered Around Committee Appointments, Setting Agenda, Queries etc.

Mayor Andrew Zebian

January 20th, 2024

STAFF REPORT



Proposed Heritage Bylaw TOK202501

Meeting Date:January 13, 2025Department:AdministrationStrategic Priority:

RECOMMENDATION

That Council give Second Reading to the attached Heritage Property Bylaw.

SUMMARY

Council approved First reading of the Heritage Bylaw on October 1, 2024. Second Reading of the bylaw was scheduled for November 25, 2024, however the required advertisement in local papers was not completed within 2 weeks of this meeting. Second Reading was moved to the next meeting of Council, January 13 2025.

BACKGROUND

The Heritage Committee was created to explore and develop a draft Heritage Properties Bylaw for the town of Kentville in March 2023. Over the past year the committee has researched bylaws from other municipalities and has created a draft that could be used to protect heritage buildings and properties in Kentville.

Municipalities have agency to create a bylaw to manage and protect significant heritage properties in the town. The Municipal Government Act gives municipalities the power to create municipal heritage bylaws as long as they do not contravene other parts of the MGA. Some municipalities have bylaws which allow towns and counties to register significant properties, and these are legislated by municipal bylaws. Provincially registered heritage properties are legislated by the Heritage Property Act.

DISCUSSION

Kentville's Heritage Committee started reviewing the MGA and other municipal heritage bylaws in April 2023. The committee met every two months to discuss how properties would be identified and registered, how property owners would be notified, the rights of property owners to accept or decline designation, and the enforcement of the proposed bylaw. The committee is now bringing this proposed bylaw to Council for review and approval of First Reading.

JURISDICTIONAL SCAN

West Hants Regional Municipality, Heritage Property Bylaw Truro, Heritage Conservation District Plan and Bylaw (2020) New Glasgow Heritage Property Bylaw (1998) Bridgewater, Heritage Property Bylaw (1981) Wolfville, Heritage Property Bylaw (2016) Kentville Heritage Bylaw January 13, 2025, TOK202501, Administration Department

RELATED COUNCIL DISCUSSIONS

May 2022. Council passed the following motion: "That Council direct the CAO to pursue drafting a Heritage Bylaw for review by Council."

April 2023. Council passed the following motion: "That Council review and approve the attached revisions to policy statement G57 to include a section on the Heritage Committee." And "That Council appoint Councillor Cathy Maxwell to sit on the Heritage Committee."

December 2023. The Heritage Committee sent a memo to Council asking for staff support for this committee.

January 2024. Council passed the following motion: "That Council direct the CAO provide support to the Heritage Committee request as detailed in the December 11 memo to Council."

October 2024. Council passed the following motion: "That Council approve First reading of the Heritage Bylaw; and Further schedule second reading for the October Council Meeting." There was no meeting of Council in October.

November 2024. Council received an update on the development of the Heritage Bylaw, with the intent to bring the Heritage Bylaw to the January 2025 meeting of Council for second reading.

COMMUNICATION IMPLICATIONS

Upon adoption, staff will develop communications to support implementation of this bylaw.

ATTACHMENTS AND LINKS

Draft Heritage Property Bylaw

RECOMMENDATION

That Council give second reading to the attached Heritage Property Bylaw.



TOWN OF KENTVILLE BY-LAW CHAPTER 110 HERITAGE PROPERTY BY-LAW

1.0 Title and Definitions

- 1.1 This By-law is made pursuant to the Heritage Property Act, R.S.N.S. 1989, Chapter 199 as amended from time to time, hereinafter referred to as the "Act", and shall be known and may be cited as the "Heritage Property By-law"
- 1.2 This By-law shall be administered in accordance with the Heritage Property Act, R.S.N.S. 1989.
- 1.3 In this By-law:
- (a) "Act" means the Nova Scotia Heritage Property Act;
- (b) "Area" includes such physical features as cemeteries, historical gardens, statues, monuments and any other structures within Town that are deemed to have proven historical significance.
- (c) "Council" means the Town of Kentville Council
- (d) "Committee" means the Heritage Advisory Committee established pursuant to this By-law.
- (e) "Town " means the Town of Kentville.
- (f) "Town Heritage Property" means a building (ex; Main Street Station), publicbuilding interior, streetscape, cultural landscape, or area registered in the Town of Kentville Registry of Heritage Property.
- (g) "Registered Owner" means an owner of land whose interest in the land is defined and whose name is specified in an instrument in the Land Registry Office, and includes a person assessed with respect to the occupancy of the land.
- (h) "Registry" means the Town's Registry of Heritage Property.
- (i) "Substantial Alteration" means any action that affects or alters the characterdefining elements of a property.

2.0 Registry

- 2.1 The Town shall establish and maintain a Town's Registry of Heritage Property where all prescribed documents relating to the registration of Town Heritage Property pursuant to the Act or this By-law shall be filed.
- 2.2The Registry shall contain information with respect to recommendations, registrations and deregistration's, recording particulars of documents required to be lodged at the Land Registry Offices, and true copies of all notices required by the Act.
- 2.3 The Registry shall be accessible to the public at no charge during regular business hours of the Town.

3.0 Heritage Advisory Committee

- 3.1 A Committee shall be established to discuss and recommend the process of inviting a building, public interior, streetscape, cultural landscape or other item to be registered as a Town Heritage Property.
- 3.2 The Committee shall be a Committee of Council and shall follow the Town of Kentville Committees of Council Policy Statement 57.
- 3.3 The Committee shall include 3 voting members from the community and 2 voting members of Council. A staff representative from the Planning and Development Department and the Chief Administrative Officer and may include other staff support.
- 3.4 The Committee may advise Council respecting:
 - (a) the inclusion of buildings, public-building interiors, streetscapes, cultural landscapes or areas in the Town's Heritage Property Registry;
 - (b) an application for permission to substantially alter or demolish a Town Heritage Property.
 - (c) the preparation, amendment, revision or repeal of a Heritage Conservation Plan and Heritage Conservation By-law.
 - (d) the administration of Heritage Conservation Districts pursuant to the provisions of the Act.
 - (e) an application for a certificate that is required by this Act or the referral of a Heritage Conservation Plan and Heritage Conservation By-law to Council for a public hearing; and
 - (f) any other matters conducive to the effective carrying out of the intent and purpose of this By-law and the Act.

4.0 Registration and Notification

- 4.1 Registration of an Area with Town of Kentville Heritage Property designation may be associated with financial incentives for the property owner, and a plaque given to the owner with the intent of posting it on the Area.
- 4.2 Process to Register: There are two ways the process may be commenced to register a structure as historical:
 - (a) The Committee can recommend Areas for Heritage Designation by completing Form A. Upon recommendation, the owner shall be sent a letter with the Notice of Recommendation to explain the designation. The owner will be given the option to approve or object to the designation.
 - (b) Any owner of an Area can ask the Town to register a structure by completing Form B and submitting it to Town Hall.

CLERK'S ANNOTATION FOR OFFICIAL BY-LAW BOOK

Date of first reading: Date of advertisement of Notice of Intent to Consider: Date of second reading: *Date of advertisement of Passage of By-Law: Date of mailing to Minister a certified copy of By-Law:

October 1, 2024 January 9, 2025 January 27, 2025

I certify that this Heritage By-law was adopted by Council and published as indicated above.

Clerk

Date

FORM A Notice Of Recommendation by the Town To Register as a Town Heritage Property

The land and building located at

(address, location, legal description or other identification of property)

has been recommended for registration in the Town of Kentville Registry of Heritage Property.

This proposed registration should be regarded as an indication that this particular property is of special value to the Town. The reasons for this proposed registration are: (describe reasons for recommendation, e.g. age of property; architectural significance; association with persons, places and events of historical significance; status as important landmark; or other consideration)

The Heritage Property By-law provides that the Town will work with the owner of a property that is registered as a Town Heritage Property where as

- (a) the property shall not be substantially altered in appearance or be demolished without the approval of the Town Council.
- (b) an application for permission to substantially alter the appearance or to demolish a property may be made to the CAO.
- (c) the Heritage Advisory Committee shall be given an opportunity to comment on any application.
- (d) the Town Council may grant or refuse permission or attach conditions.
- (e) penalties for violation of the By-law are a maximum fine of \$10,000.00 and in default of payment thereof to imprisonment for a term not exceeding six months for individuals and \$250,000.00 for corporations.
- (f) a copy of this notice has been recorded at the Land Registry Office.

The Heritage Property Act provides that no person shall substantially alter the exterior appearance of or demolish a building, public-building interior, streetscape, cultural landscape or area for 120 days after service of this notice upon you, unless the Council sooner refuses to register the property.

Please take notice that you have the right to be heard concerning the recommended registration, and you shall be heard by Council, on

_____ (date) at _____(time).

You have the right to approve this designation, or decline this designation. You may make submissions at the hearing orally or in writing, and any written submission by you may be presented at any time prior to the hearing.

FORM B Request by a Property Owner To Register as a Town Heritage Property

Under the Heritage Property By-law,

	_ (name of owner) in The Town of Kentville would like to			
submit	(name of the property)			
located at	(brief description and address) for			
registration in the Towns's Registry	of Heritage Property.			
	(submit name) recommended this property for			
registration for the following reasons: (describe reasons for recommendation)				
Signature of Owner:	Date:			

FORM C Notice Of Registration of a Heritage Property

To:

You are hereby notified that:

1. The land and building located at (address, location, legal description or other identification of property) has been registered in the Town of Kentville Registry of Heritage Property by the Council under the Heritage Property Act on ______, 20____.

2. The effect of registration in the Town Registry of Heritage Property is that no demolition or substantial alteration in exterior appearance of the property may be undertaken from the date of registration without the approval of Council.

DATED this _____ day of _____, 20____.

(SEAL)

Clerk

Checklist – Determining Heritage Value

Heritage value is the aesthetic, historic, scientific, cultural, social, or spiritual importance or significance for past, present, or future generations. It is embodied in its character-defining materials, forms, location, spatial configurations, uses and cultural associations or meanings.

Age		
1.	Is the property comparatively old in	
	the context of the community	
2.	Does the property reflect a particular	
	historical period or event?	
3.	Is the property similar in age to	
	surrounding buildings and therefore	
	contributes to the continuity of the	
	streetscape or heritage district?	
Archit	ect/Builder	
1.	Was the property designed and/or	
	built by a locally, provincially or	
	nationally renowned architect?	
2.	Did the property's architect/designer	
	make a significant contribution to the	
	community or province?	
	community of province.	
Histor	ic Associations	
1.	Was the property owned or resided in	
	by a person who is significant to the	
	community or province?	
2.		
	there?	
3.	Was the property used by a	
	significant person?	
4.	Did a significant event occur at the	
	property?	
5.	Is the property related to a significant	
	event? (Significant historic events	
	frequently include WW1, WW2,	
	Indigenous occupation, Acadian	
	Occupation, Loyalists etc	
Architectural Style		
1.	Is the property an outstanding	
	example of a specific architectural	
	style?	
2.		
	unique architectural style for the town	
	or province?	
3.	Does the architectural style	
	contribute to the streetscape or	
	town?	

Const	ruction Method	
1.	Is the property a good or excellent example of a method of construction?	
2.	Is the construction uncommon/rare or unique method for the town/province?	
3.	Does the construction method reveal important details about the builders?	
4.	Has the building maintained its integrity, without substantial alterations or renovations?	
5.	Is the craftsmanship particularly impressive or unique?	



Councillor Rob Baker 354 Main Street Kentville, NS B4N 1K6

rbaker@kentville.ca

January 27, 2025

RE: Inclusion and Access Advisory Committee

At the December 16 2024 meeting of the Inclusion and Access Advisory Committee, members reviewed the development of the revised accessibility plan, "2025-2029 Accessibility Action Plan". The committee unanimously approved the revised plan, and send the plan to Council for review and approval.

It was moved by Cathy Maxwell and Stephen Weiss **That the KIAAC recommend to Council the approval of the revised 2025-2029 Accessibility Action Plan.** Motion Carried Unanimously

Councillor Rob Baker

STAFF REPORT



Kentville Updated Accessibility Plan TOK2011

Meeting Date:	January 27, 2025
Department:	Administration

RECOMMENDATION

That Council approve in principle the 2025-2029 Accessibility Action Plan.

SUMMARY

Kentville's first Accessibility Action Plan was approved in 2021 and since then the Inclusion and Access committee has been working to implement the plan through staff. The Province of Nova Scotia mandates that these plans be reviewed and updated every 4 years. This is the revied and updated plan which will implemented from 2025-2029, and will be reviewed again in 2029.

BACKGROUND

The Province of Nova Scotia created legislation that enforced municipalities to create 4-year plans focused on improving accessibility and Kentville's plan is set to expire in 2025. Since January 2024, the Inclusion and Access Committee has been reviewing the 2021 plan and bringing together information to create a revised plan.

DISCUSSION

1. Review of the 2021 Plan

The 2021 Accessibility Action Plan contained community recommendations and priority recommendations. Staff have reviewed the community recommendations and set out reasonable goals that encompass community concerns in each category. These are outlined in detail in Appendix A (attached) and are summarized on pages 4-7 of the 2025 plan. Many of these 2021 recommendations have not been completed and have been incorporated into the 2025 plan.

2. Summary of the 2025 Plan

The Kentville Inclusion and Access Committee met in January and March 2024 to work through goals and priorities for the town. Members of the committee reviewed recommendations in the 2021 plan, as well as issues which have come through the committee and through staff from 2021 to 2024. The 5 Goals in the 2025 plan were developed through these workshops. Staff took these goals and expanded them into activities and outcomes. The five goals are:

- 1. Improve Accessibility of Public Transportation in the Annapolis Valley
- 2. Improve Accessibility in the Business Community
- 3. Incorporate Accessibility into Town Hall Culture
- 4. Improve Accessibility in the Built Environment
- 5. Strengthen Relationships with Other Organizations

3. Public Engagement

Members of the Inclusion and Access Committee provided a list of organizations to share the draft 2025 plan and ask for feedback. Staff sent the plan to Easter Seals, CNIB, Autism Nova Scotia, Multiple Sclerosis Society, L'Arche, New Vision Special Care Homes, Kings Senior Safety and the Valley Community Learning Association. Staff reached out to these groups and several organizations provided positive feedback to the plan and were appreciative of the engagement.

4. Evaluation

Staff received feedback from the Nova Scotia Accessibility Directorate to create strong evaluation metrics for this plan. The Evaluation section for each goal will be used in budget development and department operational planning, as well as annual review of the plan and future revisions and updates of the plan.

JURISDICTIONAL SCAN

There are 58 municipalities which have completed accessibility plans. They are at different stages of plan development and revision.

Link to municipal accessibility plans in Nova Scotia

https://www.accessibility-program.ca/resources/accessibility-plans

RELATED COUNCIL DISCUSSIONS

- April 8 and January 8, 2024. Staff presented a report outlining improvements required for the town hall building to be more accessible. Council supported the recommendation that staff "engage an architect to (a) consult staff, Council and the community around a town hall renovation and (b) create a costed renovation design plan for the building, with plan completion by November 2024". This work was paused for (a) more discussion on the project with the new Council and (b) clarity on the scope of the renovation.
- May 18 2023. The Inclusion and Access Advisory Committee provided reports to Council outlining a greater need for sidewalk accessibility in the town, and a request to explore financial supports to businesses interested in accessibility renovations.

IMPORTANT DATES OR BENCHMARKS

- Target date of 2030 for the province of Nova Scotia to be more accessible
- Target date of April 2025 for the Town of Kentville to update its accessibility plan.
- Target date of April 2025 for the Town of Kentville to create an equity and antiracism plan.

POLICY IMPLICATIONS

The Accessibility Action Plan aims to address some barriers that include bylaws and policies. For example, the issue of many downtown businesses having one step at their entrances is a barrier for many people. Removing this step is related to the town's building inspection and permitting process, Land Use Bylaw and Subdivision Bylaw as well as the National Building Code. Full review of each goal may be linked to review of existing bylaws and policies, or creation of new legislation.

BUDGET IMPLICATIONS

Goals 1, 2 4 and 5 are largely associated with culture change, communication, education and training. These will not have significant impact on the town's budget. Goal 3 includes increasing accessibility in town hall. This has budget implications and will be brought to Council for review with each annual budget.

COMMUNICATION IMPLICATIONS

Each goal in the plan is unique and may require strategic communication campaigns to share information, or to engage with residents and community groups. These will be developed as the plan is implemented and will be shared with Council for their information.

ATTACHMENTS AND LINKS

Existing Accessibility Action Plan, <u>online link</u>. Draft 2025 Accessibility Action Plan.

RECOMMENDATION

That Council approve in principle the 2025 Accessibility Action Plan.

2025-2029

Kentville Inclusion and Access Advisory Committee

ACCESSIBILITY ACTION PLAN

January 2025

VISIV

Our vision is for Kentville to be a healthy vibrant integrated and welcoming community where all citizens and visitors can live work and play in an environment that promotes a fulfilling quality of life. We acknowledge that currently there are barriers to achieving this vision.

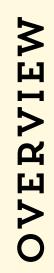




LAND ACKNOWLEDGEMENT

Kentville recognizes that we are all treaty people governed by the Peace and Friendship Treaties, first signed in 1726, and This document was created in Mi'kma'ki, the traditional and un-surrendered territory of the Mi'kmaq People. The Town of engage and move forward the work of truth, reconciliation, equity, diversity, inclusion, and accessibility. We accept that without action, an acknowledgement is empty; it merely marks the beginning of the work ahead of us, not the end. we recognize the indigenous histories and communities prior to that date. We acknowledge the responsibility to deeply

reconciliation and to engage deeply and move forward on the work of truth, reconciliation, equity, diversity and inclusion With that, we recognize the over 400 years of African Nova Scotians, a distinct people whose histories, legacies and contributions have enriched the part of Mi'Kma'Ki known as Nova Scotia. May we continually shift our work toward

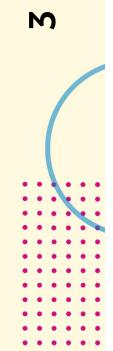


The Kentville Accessibility Action Plan was created in 2021 in response to the priorities outlined by the Province of Nova Scotia in the Access by Design 2030 legislation. The Kentville Accessibility Plan charts the way forward as we work to create a more inclusive, accessible, welcoming community in Kentville that exists and operates from a place of peace and friendship.

Through the consultation process in 2021, we learned that there is a STRONG desire for Kentville to be more welcoming and diverse. We also heard that the citizens of Kentville have an overwhelming sense of pride for their beautiful town and have many suggestions to share when it comes to making our community more accessible and welcoming!

From 2021 to 2024, the Kentville Inclusion and Access Advisory Committee, staff and Council have been successful in making many changes outlined in the 2021 plan. The committee continues to grow and evolve, and this document plots a path forward to continue to improve accessibility in Kentville.

The 2024 Kentville Accessibility Action Plan expands on the 2021 document. It sets specific goals with supporting tactics and activities that will help the town be even more accessible by 2030.



REVIEW OF PROGRESS FROM 2021-2024

The Town of Kentville's Accessibility Action Plan gave direction to the Inclusion and Access Advisory Committee and to staff though two sections in the plan: community recommendations, and priority phasing. The Community Recommendations were organized by pillar categories assigned by the Province's Accessibility Directorate and were presented as a medicine wheel. Where possible, community recommendations which are being addressed by a specific department, committee, task team or organization, this is noted in the summary below



Staff developed actions that best address the community's concerns. These are listed as Actions 1 through 14. The Priority Phasing section can be found beginning on page 88 of the 2021 plan. These are projects, tasks, and actions that the consultant identified which could address some of the community recommendations and concerns.

$(\mathbf{:})$	(:)	(:)		(:)
Action 1: Create a staff-led professional development and training committee to identify a standard suite of courses for all staff, and make trainings open to Council and to the public. IN PROGRESS	Action 2: Offer accessibility options for public meetings and other public events. COMPLETED/ONGOING: From 2023 to the present, staff have been working with ASL interpreters and they have interpreted at council meetings, council advisory committee meetings, public meetings, and	public celebrations. Staff continue to work with them to attend meetings and events, and to better accommodate the deaf and hard of hearing community. Action 3: Build and implement a sidewalk assessment	tool for all sidewalks in the town to be reviewed and assessed for repair or replacement. IN PROGRESS: Staff in the public works department have a preliminary assessment tool.	Action 4: Explore options for the renovation, relocation or construction of a town hall building. IN PROGRESS: Staff have direction from Council to begin community engagement and preliminary design reports for the town hall building.

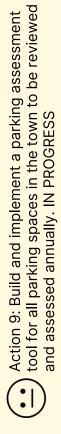
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January 2025, Kentville Accessibility Action Plan

Action 5: Explore options for expanding public washrooms in the downtown and in parks and trails. IN PROGRESS:Staff are working to construct a public washroom facility in the downtown core, near the Kentville Historical Society building on Station Lane.

Action 6: Expand communication into appropriate mediums and include accessibility options and alternatives. COMPLETED/ONGOING:Staff have incorporated ASL interpreters into public meetings and continue to assess ways to engage with the deaf and other underserved communities. Action 7: Invite community organizations to present at Council Advisory Committee meetings each month and encourage staff to attend community group meetings where appropriate. COMPLETED/ONGOING:Staff reach out to organizations to invite them to present to Council. Staff attend several community meetings to share municipal information.

Action 8: Maintain and expand the equipment loan program and include options and alternatives in programs and events for many types of disabilities. COMPLETED/ONGOING: Staff continue to run the equipment loan program, and to expand programs and events to be more accessible (e.g. ASL interpreters at the Meet Santa event in 2023).



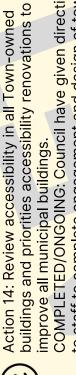
Action 10: Explore wayfinding navigation opportunities for accessibility. IN PROGRESS :

mental health supports for people with disabilities and/or from marginalized groups. IN PROGRESS Action 11: Identify ways to support expansion of

Action 12: Review existing Student Bursary Policy and Grants to Organizations Policy to provide the most impactful supports to residents. IN PROGRESS



community for accessibility. COMPLETED/ONGOING: When possible, staff attend KBC board meetings as Action 13: Invite a liaison for the Kentville Business Community to participate in Inclusion and Access challenges and opportunities in the business well as KIAAC meetings to share information. Advisory Committee meetings, and identify



COMPLETED/ONGOING: Council have given direction to staff to complete engagement and design of town hall. Staff plan to bring recommendations to Council

for improvements to other buildings.



High Priority Recommendations from the 2021 Accessibility Action Plan:

- ✓ Download the Rick Hansen Accessibility Handbook COMPLETED
- Purchase CSA Accessibility design for the built environment COMPLETED
- High Level Urban Plan designed based on Universal Design Principles
- Active Transportation Plan implementation IN PROGRESS
- Feasibility Study for Town Hall IN PROGRESS
- Feasibility Study for Centennial Arena COMPLETED/ONGOING
- Public Washroom/Comfort Station development IN PROGRESS
- ToK Employee Accessibility Awareness, Emotional Intelligence Training
- Resurfacing of pedestrian routes to accessibility standards COMPLETED/ONGOING
- Address Diversity & Inclusion in Brand Marketing & Communications COMPLETED/ONGOING >
- Establish Diversity Procurement Policy
- Adopt Recreation for All Policy
- Erect an exterior Digital Information Kiosk that is fully accessible for Town Hall and KBC information sharing, with wayfinding, events, news, important dates, registrations, etc COMPLETED/ONGOING >



GOAL 1.

IMPROVE ACCESSIBILITY OF PUBLIC TRANSPORTATION IN THE ANNAPOLIS VALLEY

GOAL 3.

INCORPORATE ACCESSIBILITY INTO TOWN HALL CULTURE

GOAL 5.

STRENGTHEN RELATIONSHIPS WITH OTHER ORGANIZATIONS

GOAL 2.

IMPROVE ACCESSIBILITY IN THE BUSINESS COMMUNITY

GOAL 4.

IMPROVE ACCESSIBILITY IN THE BUILT ENVIRONMENT

GOAL 1.

IMPROVE ACCESSIBILITY OF PUBLIC TRANSPORTATION IN THE ANNAPOLIS VALLEY

OBJECTIVE:

Support Kings Transit in making accessibility a priority during their improvement phase.



GOAL 1.

ACTIVITIES AND OUTCOMES

Create Public Transit Regional Working Group

- Proposed Members: Kings Transit, Kings Point to Point, and Municipal Accessibility Committees.
 Proposed Outcomes:
 - Rapid, reliable, local transit
 - More bus shelters
- "All Seasons, All Stops" campaign to make every ston accessible all year long
 - every stop accessible all year long
 Increased ridership
- Decreased stigma for riding the bus
- Improved public transit in current and future transit evetome in the valley.
- Create task teams for supporting public transport
 - and overcoming challenges

EVALUATION

How do we know our work is paying off?

- Establishment of working group or task team
 Regional conversations around public
- Town-focused problem solving around PT
 - Regional problem solving around PT
- Influencing positive outcomes in Kings Transit
- improvement project around accessibility
- Increased number of bus shelters in Kentville
 - Increased number of bus benches in Kentville
 - Increased ridership in Kentville
- Increased diversity of ridership in Kentville



GOAL 2.

ACTIVITIES AND OUTCOMES

- Support accessibility improvements in the business community
 - Research barriers to accessibility improvements for businesses (existing process)
- Research pathways to removing these barriers
 - Support businesses in accessibility improvement (grants, navigating codes, inspections, permits, etc)
 Support a culture change in the business
 - Support a culture change in the business community
- Public lunch and learns for residents and businesses
- Presentations to KBC board and members
 Incorporate events of accessibility in
 - Incorporate expectation of accessibility in permit and event applications
 Create an accessibility checklist for new
 - Create an accessibility checklist for new businesses

January 2025, Kentville Accessibility Action Plan

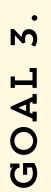
- Celebrate accessibility in the town
- Identify and improve wayfinding and signage relating to accessibility
 - Create an annual accessibility poster/challenge/motto contest through the school
 - Continue to promote diversity and accessibility in town communications
 Solve the "One Step" problem in business
 - Solve the "One Step" problem in business entrances

EVALUATION

How do we know our work is paying off?

- Create report on accessibility in Kentville's downtown, barriers and opportunities
- Launch awareness and understanding program for Kentville businesses
 - Survey businesses and residents annually for increased understanding of accessibility issues
 - Address the "One Step" problem in business entrances

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INCORPORATE ACCESSIBILITY INTO TOWN HALL CULTURE

OBJECTIVE:

Weave accessibility into the budget process, building and events, procurement and hiring

January 2025, Kentville Accessibility Action Plan

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GOAL 3.

ACTIVITIES AND OUTCOMES

- Incorporate accessibility into annual capital and operating budget planning
 - Consider accessibility during the budget review process for every program, project, policy and event
 - Evaluate accessibility annually by each department during this process
 - department during this process
 Annual improvement reports to the Accessibility Committee and Council
- Incorporate accessibility assessments of townowned (and town-leased) buildings to identify existing and potential upgrades that would benefit the community.
 - Incorporate accessibility into event and planning permits.
 - Review and improve staff hiring policies and practices for diversity and inclusion

January 2025, Kentville Accessibility Action Plan

- Review and improve staff policies for procurement of goods and services to ensure that companies have strong equity, diversity and inclusion policies and practices
 - Town Hall building become more accessible in the short term, despite the decision on the long term use of the building
- Explore a business model or social enterprise model for the Recreation Department to develop a Maker Space for arts and culture activities

EVALUATION

How do we know our work is paying off?

- The committee shall annually assess accessibility in the operating and capital budgets to improve the following year budget development
- Complete accessibility audits of all municipal buildings, and action recommendations where possible
- Survey residents on accessibility of annual events and festivals
 - Action recommendations on accessibility from the 2023 town hall accessibility audit
 - Increase arts and culture recreation programs



GOAL 4.

IMPROVE ACCESSIBILITY IN THE BUILT ENVIRONMENT

OBJECTIVE:

Review and address challenges to accessibility related to parking, sidewalks, centre square and public washrooms.



GOAL 4.

ACTIVITIES AND OUTCOMES

- Parking and cars
- Increase visibility and number of accessible parking spaces
- Implement ways to slow traffic and reduce cars in the downtown
- Sidewalks
- Create and implement a sidewalk assessment tool
 Centre Square
- Create a plan to convert Centre Square into green space
 - Washrooms
- Create and implement a public washroom action plan

EVALUATION

How do we know our work is paying off? Ilndate and increase signage for access

- Update and increase signage for accessible parking
- Increase the number of accessible parking spaces
 Implement traffic calming mechanisms in the
- downtown Review effectiveness of sidewalk assessment tool
- annually Receive Council support for Centre Square green
 - space plan
 Review effectiveness of the public washroom
 - Review effectiveness of the public washroor action plan

GOAL 5.

STRENGTHEN RELATIONSHIPS WITH OTHER ORGANIZATIONS

OBJECTIVE:

Understand provincial legislation and grant opportunities, connect with first nations communities, connect with regional accessibility committees and non profit groups, and support task teams, staff and council

January 2025, Kentville Accessibility Action Plan

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GOAL 5.

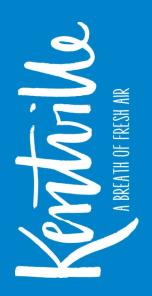
ACTIVITIES AND OUTCOMES

- Understand and incorporate provincial supports, expectations, and legislation
 - Understand and support regional municipal accessibility activities and initiatives
- Connect and support the Diversity and Belonging Task Team
- Commit to sharing challenges and opportunities with staff, Council, the Inclusion and Access Committee and with all task teams

EVALUATION

How do we know our work is paying off?

- Work proactively with provincial government
 Create and maintain regional municipal
 - Quarterly reporting from task teams to the
- Inclusion and Access Advisory Committee
- Quarterly reporting from the Inclusion and Access Advisory Committee to Council through elected officials and to staff through executive and leadership committee meetings.





Councillor Rob Baker 354 Main Street Kentville, NS B4N 1K6

rbaker@kentville.ca

January 27, 2025

RE: Inclusion and Access Advisory Committee

At the December 16 2024 meeting of the Inclusion and Access Advisory Committee, the committee reviewed past discussions of potential renovations to town hall to improve accessibility. Throughout 2024, the committee as well as Council and directors discussed possible options for improving the town hall building. Initial options were focused on only the town hall building, however the committee encourages Council to consider a larger project that may combine town hall and the recreation centre in future accessibility renovations.

It was moved by Kait Bowser and Holly Rogers That the KIAAC recommend to Council that the town hall and recreation centre buildings both be considered for renovation and upgrade for accessibility purposes to comply with the provincial mandate of accessibility of public spaces by 2030. Motion Carried Unanimously

Councillor Rob Baker



Nicole Ross Chair, Kentville Inclusion and Access Advisory Committee 354 Main Street Kentville, NS B4N 1K6 January 17, 2025

RE: Request for Creation of Committee of Council

Mayor, Council and Chief Administrative Officer,

In January 2024, the Kentville Inclusion and Access Advisory Committee launched a task team to explore diversity in the town of Kentville. The Diversity and Belonging Task Team has been meeting since April 2024 and has a mandate to examine whether Black, Indigenous and people of colour feel represented and welcome in the town and in town hall.

In the fall of 2024, the provincial government announced a framework to support municipalities in creating equity and antiracism plans by April of 2025. This was prescribed to municipalities and became the focus of much conversation at the Diversity and Belonging Task Team.

The Town of Kentville recognizes that the Task Team may be better able to discuss and assist in creating this plan as a Committee of Council. Following the guidelines for creating this plan, the new committee would have a mandate to create and support the implementation of the equity and anti-racism plan (or "*Diversity and Belonging Plan*").

The Kentville Inclusion and Access Advisory Committee recommend,

That Council create a Diversity and Belonging Committee as a committee of Council, with a mandate as outlined by the province, to support the creation and implementation of a Diversity and Belonging Plan,

And further that Council direct staff to revise Policy Statement G57 Committees of Council to include this committee, for review by Council in March 2025.

Nicole Ross Town of Kentville



Acting Chair Board of Police Commissioners Virginia Brooke

mvtbrooke@gmail.com

January 24, 2025

RE: Kentville Board of Police Commissioners, Appointment

Background:

The Board of Police Commissioners Bylaw, section 4(b) states that "the Board will consist of 2 residents appointed by resolution of Council who are neither members of Council nor employees of the town"; and the NS Police Act, section 5(c) states that "one member will be appointed by the minister of the Department of Justice". Currently there is one vacancy for a Council appointed resident, and one vacancy for the ministerial appointee.

At the Kentville Board of Police Commissioners meeting on January 17, 2025, the following motion was passed: **That the Board recommend Penni Hart as the citizen representative to the Kentville Board of Police Commissioners.**

Request for Action:

Following the unanimous passage of this motion, the Board of Police Commissioners requests that Council appoint Penni Hart to the Board.

Next steps:

Upon approval by Council this candidate will begin orientation to, and participation in, the Kentville Board of Police Commissioners.

Virginia Brooke Acting Chair Kentville Board of Police Commissioners