



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
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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.

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

ready plans and practices. Ms. Christie described the grant request for a one-year 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

(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

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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

