

Town of Kentville Council Advisory Committee Meeting

February 10, 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 minutes, January 13, 2024
- 4. PRESENTATIONS**
 - (a) Valley Regional Enterprise Network Update
 - (b) Kentville Ravine Hemlock Tree Conservation
- 5. DEPARTMENT REPORTS AND RECOMMENDATIONS**
 - (a) Finance Department Report
 - (b) Planning and Development Department Report
 1. VIDA Living DA Public Participation Meeting Report
 - (c) Parks and Recreation Director's Report
 1. Arena Conditions Assessment Update
 2. Pool Report
 - (d) Police Chief's Report
 - (e) Engineering and Public Works Report
 - (f) Administration Department
- 6. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS**
 - (a) Equity Plan and Diversity and Belonging Report
 - (b) Minimum Property Maintenance Standards By-Law First Reading
 - (c) Kentville Volunteer Fire Department Budget Presentation
- 7. NEW BUSINESS**
 - (a) Low Carbon Communities Feasibility Study Partnership
 - (b) Policy Amendment: G21 Council Conference Policy
- 8. CORRESPONDENCE**
 - (a) Richard and Leslie Galpin – Dog Park
 - (b) Jocelyn and Scott Nicholson – Stormwater Study
 - (c) Rotary Club of Kentville – Gazebo
 - (d) Roseanne Brewer – Equity Committee
 - (e) Stephen Weiss – Equity Committee
 - (f) Krista Laing – Stormwater Study
 - (g) Tracey Clements – Equity Committee

- (h) Rachel Creasor – Equity Committee
- (i) Nicole Ross – Equity Committee
- (j) Sherwin Pagtakhan – Equity Committee
- (k) Patricia McCulloch – Equity Committee
- (l) Tammy Sampson – Equity Committee

9. PUBLIC COMMENTS

10. IN CAMERA

- (a) Legal
- (b) Legal
- (c) Land

11. ADJOURNMENT

DRAFT



TOWN OF KENTVILLE
COUNCIL ADVISORY COMMITTEE
Meeting Minutes: January 13, 2025
Town Hall, 354 Main Street, Kentville Nova Scotia

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

Mayor Andrew Zebian called the meeting to order at 6:00 p.m. and gave a land acknowledgement. The chair gave condolences to the family of former Councillor Tony Bentley.

Chief Administrative Officer (CAO) Jeff Lawrence reported the following members of Council and staff were present:

1. PRESENT

Council:

- Mayor Andrew Zebian
- Deputy Mayor Debra Crowell
- Councillor John Andrew
- Councillor Rob Baker
- Councillor Samantha Hamilton
- Councillor Cathy Maxwell
- Councillor Cate Savage

Staff:

- Dave Bell, Director of Engineering and Public Works
- Alisha Christie, Strategic Operations Coordinator
- Bekah Craik, Department of Recreation
- Jeff Lawrence, Chief Administrative Officer
- Wanda Matthews, Director of Finance
- Geoff Muttart, Solicitor
- Darren Shupe, Director of Planning and Development
- Jennifer West, Recording Secretary
- Marty Smith, Chief of Police

GUESTS

Sofía Muñoz, Clean Foundation and Kentville Climate Coordinator
Leanne Jennings, Open Arms

DRAFT

REGRETS

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

2. APPROVAL OF THE AGENDA

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

That the agenda for the Council Advisory Committee meeting of January 13, 2025 be approved.

MOTION CARRIED

3. APPROVAL OF THE MINUTES

(a) Council Advisory Committee, Meeting Minutes, December 9, 2024.

It was moved by consensus

That the minutes from the Council Advisory Committee meeting held on November 12, 2024 be approved.

4. PRESENTATIONS

(a) Kentville Bird Friendly Town Designation

Sofía Muñoz, Clean Foundation and Kentville Climate Coordinator, gave a review of the Nature Canada Bird Friendly community designation, and highlights of the criteria which Kentville has already completed. The town is seeking to be designated Bird Friendly in February.

Report available for more information

(b) Open Arms

Leanne Jennings, Executive Director of Open Arms, and Deborah Large from Tiny Meadows Shelter, reviewed the work of the organization and outlined the need for more supports for supporting the unhoused community in Kentville, and described her Open Arms' proposal for winter 2025. The drop in centre location has not yet been determined.

Report available for more information

Discussion

- Ms. Jennings is able to provide letters of support from local organizations for this project.

DRAFT

5. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

(1) Directors Report

Director Wanda Matthews presented the report for the period ending December 31, 2024. She reviewed her reporting process and presented the activities in the department for the month including the infrastructure funding, compliance reporting, and increased number of outstanding taxes. She gave a review of the operating fund and the capital investment plan.

See report for more information.

(b) Planning and Development

(1) Department Report

Director of Planning and Development Darren Shupe reviewed his department report for December with highlights from the past year.

See report for more information.

(c) Parks and Recreation

(1) Director's Report

Active Living Community Coordinator Bekah Craik presented a review of December activities in his department including Canada Summer Jobs grant applications, job postings for summer programs, outdoor pool assessment and the equipment loan program.

See report for more information.

(d) Police Report

(1) Chief's Report

Police Chief Marty Smith presented the police commission report for December 2024, which included a successful coffee with a cop event, crisis navigator updates, cram the cruiser, and policing standards. Chief Smith also addressed complex response and support strategy for unhoused persons in the town which does not criminalize them inappropriately.

See report for more information.

(e) Engineering and Public Works

(1) Director's Report

Director Dave Bell presented the Public Works report for December 2024, including completion of the water meter replacement program, working with the utility and review board for a rate review, water main repairs and replacements. Mr. Bell provided a traffic authority update that included crosswalk lights, Aberdeen light timing. Tendering will be released in January for the next phase of active transportation work.

DRAFT

(f) **Administration**

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

CAO Jeff Lawrence presented his report for December 2024 with highlights including staff meetings, human resources, and a stormwater management demonstration project in Memorial Park.

See report for more information.

6. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) **Bird Friendly Town Designation**

Mayor Andrew Zebian reviewed the staff report on the national certification program.

See report for more information.

It was moved by Councillor Cathy Maxwell and Councillor Cate Savage

That Council Advisory Committee recommend to the January 27 2025 meeting of Council,

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

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 Advisory Committee recommend to the January 27 2025 meeting of Council,

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

MOTION CARRIED

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

7. NEW BUSINESS

(a) **Open Arms Financial Request**

CAO Jeff Lawrence reviewed the request from Open Arms of \$14,616. CAO Lawrence suggested that this request could be withdrawn from reserves from

DRAFT

the next fiscal year. Concerns about the services provided by organizations in the valley.

See report for more information

It was moved by Councillor Cate Savage and Councillor Rob Baker

That Council Advisory Committee recommend to the January 27 2027 meeting of Council,

That Council approve the funding for Open Arms for the 2025 project to reduce homelessness in Kentville of \$14,000.

Amendment:

It was moved by Councillor Cate Savage and Councillor Rob Baker

contingent on approval by the County of Kings, Town of Berwick and Town of Wolfville agreeing to this proposal.

MOTION CARRIED

Councillors who voted in favour of this amendment:

Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

Councillors who voted against this amendment:

Andrew

Motion:

It was moved by Councillor Cate Savage and Councillor Rob Baker

That Council Advisory Committee recommend to the January 27 2027 meeting of Council,

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.

MOTION CARRIED

Councillors who voted in favour of this motion:

Baker, Hamilton, Maxwell, Savage and Zebian

Councillors who voted against this motion:

Andrew and Crowell

(b) Council Conference Attendance

Mayor Andrew Zebian outlined the process of reviewing and approving conference participation for Council in Kentville, and in other municipalities, and gave suggestions for a new process. Members gave support for professional

Council Advisory Committee Meeting Minutes – January 13, 2025

Pending Approval

Page 5

DRAFT

development and conference attendance, with due awareness by Council on the opportunity.

See report for more information

Discussion

- Suggestion that members provide a request for attendance through their monthly report, with expectation of review and approval or decline in a timely manner.
- Staff will continue to play a role in conference budgeting.
- Concerns with transparency, sharing intent to participate with all of Council, and reporting back to Council and to the town.

It was moved by Councillor John Andrew and Councillor Cathy Maxwell

That Council Advisory Committee recommend to the January 27 2025 meeting of Council,

That Council direct the CAO to review Policy Statement G21 FCM Conference Attendance to include budgeting and Mayor approval of all other conferences for elected officials.

Motion Tabled

(no discussion or vote occurred, so the motion is deemed *tabled*)

- Council gave direction to the CAO to review policy statement G21.

Recess at 8:00 p.m., Resumed at 8:22 p.m.

(c) Minimum Standards Bylaw

Strategic Initiatives Coordinator Alisha Christie reviewed the existing Minimum Housing Standards Bylaw (CH41) and provided context for the suggested replacement policy. Clarification of the dangerous and unsightly regulations in the Municipal Government Act being dependent on individual neighbourhoods.

See report for more information

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

That Council Advisory Committee recommend to the January 27 2025 meeting of Council,

That Council give First Reading to Chapter 110 Minimum Standards Bylaw.

MOTION CARRIED

DRAFT

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

(d) Subdivision Bylaw Amendment Report

Director of Planning and Development Darren Shupe provided a background to the Subdivision Bylaw and a review of the suggested edits to this document.

See report for more information

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

That Council Advisory Committee recommend to the January 27 2025 meeting of Council,

That Council give First Reading to amendments to the Subdivision Bylaw as presented in the attached report.

MOTION CARRIED

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

(e) Staff Update: Curb and Sidewalk Charges Bylaw

In response to Council inquiry in early 2024, Director of Planning and Development Darren Shupe described the process of building and maintaining new sidewalks and curbs, and the fees associated with adding or upgrading sidewalks in Kentville.

See report for more information

Discussion

- Concerns about the request for \$250,000 to be added to the budget to facilitate local improvements- there are other options for managing the finances for this work.
- Concerns about mechanism for selecting streets, and for financing the project.
- Concerns about enabling inequity in a neighbourhood.

It was moved by Councillor Cate Savage and Councillor Rob Baker

That Council Advisory Committee recommend to the January 27 2025 meeting of Council,

That Council direct the CAO to amend the Curb and Sidewalk Changes Bylaw to include provisions to consider projects for new or improved sidewalks based on the attached report.

DRAFT

MOTION FAILED

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

(f) VIDA Development Agreement Report

Director of Planning and Development Darren Shupe described the process of reviewing and approving a proposed development agreement. The Public Information Meeting for this proposal is suggested for February 4, 2025. Development Officer Ben Croll described the new amendment of the MPS that allows developers to initiate a development agreement process.

See report for more information

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

That Council Advisory Committee recommend
to the January 27 2025 meeting of Council,

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

MOTION CARRIED

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

(g) Planning 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.

See report for more information

It was moved by Councillor Cate Savage and Councillor John Andrew

That Council Advisory Committee recommend
to the January 27 2025 meeting of Council,

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

MOTION CARRIED

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

DRAFT

(h) **Active Living Strategy**

Bekah Craik, Active Living Community Coordinator, described the process of public engagement and strategy review for the Town's Active Living Strategy.

See report for more information

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

That Council Advisory Committee recommend to the January 27 2025 meeting of Council,

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

MOTION CARRIED

Councillors who voted in favour of this motion:

Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

8. **CORRESPONDENCE**

(a) **Realtors of Nova Scotia**

9. **PUBLIC COMMENTS**

(a) **None**

10. **IN CAMERA**

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

That Council move into a closed session at 10:12 p.m. to discuss land 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 10:35 p.m.

MOTION CARRIED

Councillors who voted in favour of this motion:

Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

DRAFT

11. ADJOURNMENT

There being no further business to discuss,
Council Advisory Committee adjourned at 10:37 p.m.

MOTION CARRIED

Minutes Approved by CAO and Town Clerk Jeff Lawrence

the
valley REGIONAL
ENTERPRISE
NETWORK



Cultivating Opportunities for Regional Economic Growth

Sector Development: Tourism



the valley
REGIONAL ENTERPRISE NETWORK

Annapolis Valley Tourism Network

For the Love of Tourism
Hosted by Kingstec's Culinary & Tourism Program

Register Now!

Step into the shoes of Culinary and Tourism Program students and experience an evening of hands-on learning! Enjoy three engaging 20-minute sessions: Pastry, Culinary Arts, and Tourism. Afterward, join us in the assembly room for tourism announcements and networking opportunities. Space is limited, so register on Eventbrite now!

11TH FEBRUARY
5PM - 7PM
NSSC Kingstec



the valley
REGIONAL ENTERPRISE NETWORK

AMR ACCELERATED MARKET READINESS PROGRAM

Coming in 2025

- Increase your profitability
- Extend your season
- Improve your operations
- Develop new products and experiences

Get the expert guidance and support you need through the AMR program

Atlantic Canada Opportunities Agency / Agence de promotion économique du Canada atlantique



VALLEY

Tourism News & Updates

Want to keep up to date on what's happening in the tourism space?

Sign up to our Tourism Newsletter!

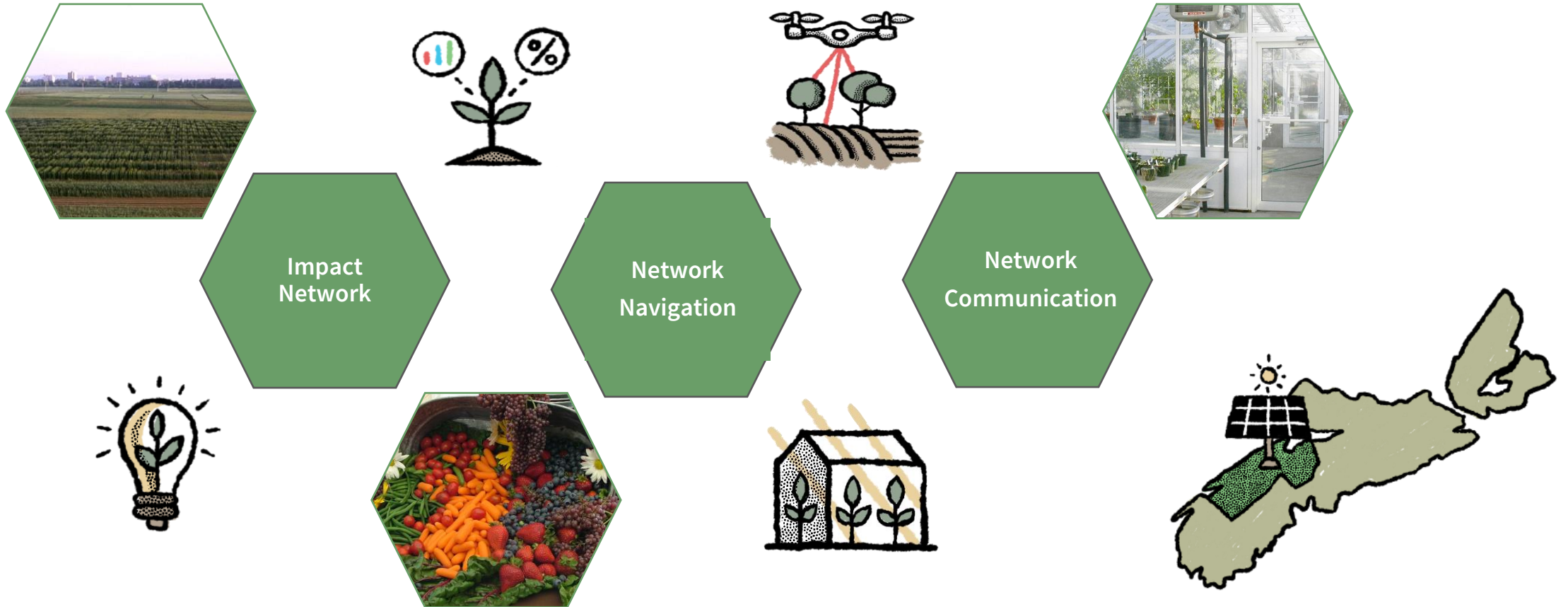


Sector Development: Tourism

Municipal Staff Information Session – Feb. 10, 2025

- Project Roadmap
- Overview of regional tourism strategy
- Overview of marketing levy
- Examination of DMMO funding structures

Sector Development Update: Agri-Food Tech



Impact Network



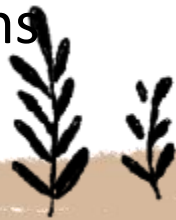
Foundational Pilot



Determine Long Term Operational Model

Sector Development Update: Agri-Food Tech

- Decentralized Network of Resources
- Stakeholder-Driven Governance
- Integrated Support for Entrepreneurs
- Foundation for Branding and Marketing
- Attracting Public and Private Investment
- Explore Revenue Streams to Sustain Operations



Sign-up for our monthly newsletter to stay up to date on sector development, program updates, and events!



the
valley
REGIONAL ENTERPRISE NETWORK



Hemlock Woolly Adelgid (HWA) (*Adelges tsugae*)

HWA is a small, invasive, aphid-like pest that causes decline and eventual death to our Eastern hemlock. A native of Japan, HWA has been advancing up the eastern seaboard of North America for 70 years. HWA was first identified in Nova Scotia in 2017.

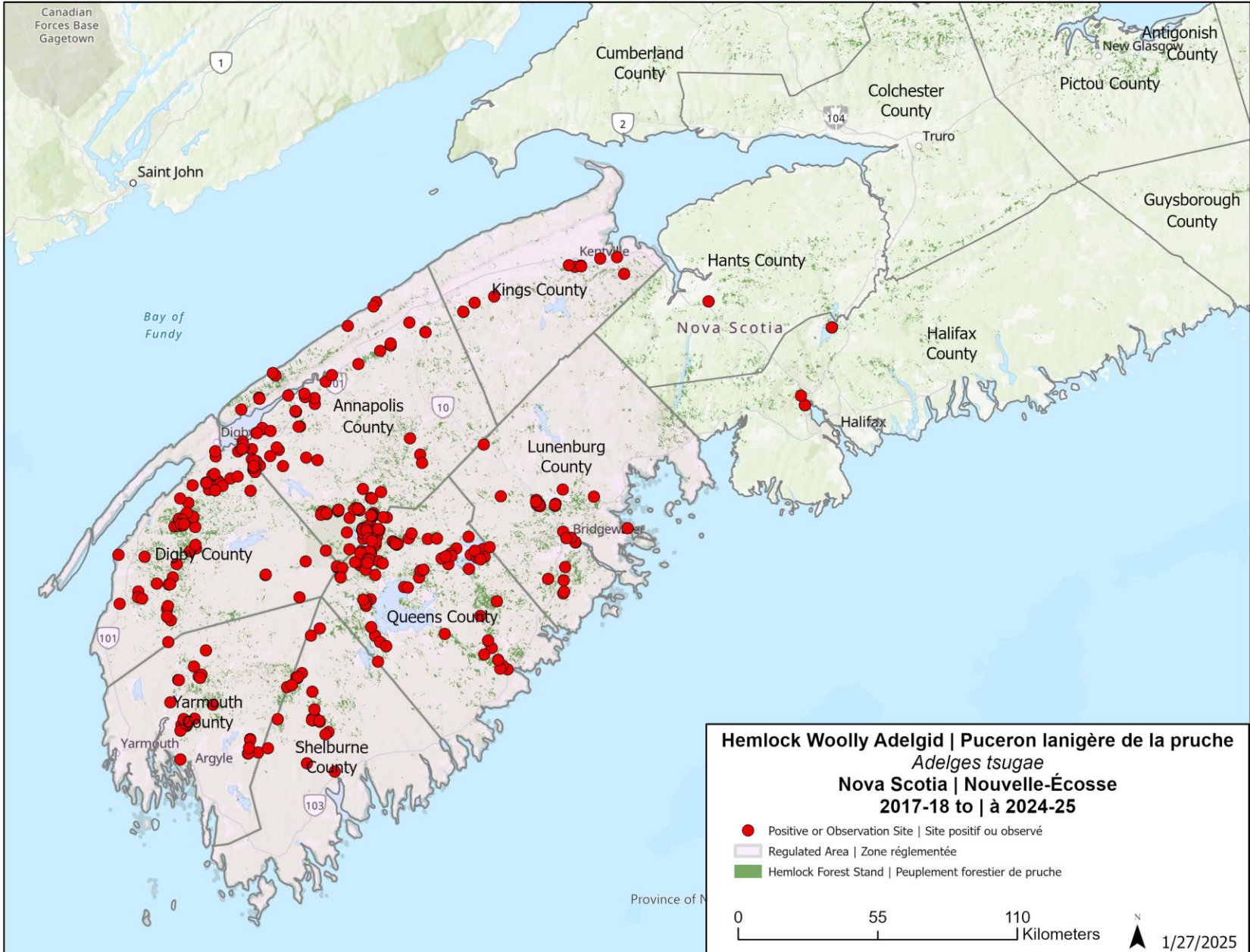


From September to April (fall/winter), the aphids remain stationary and attached to the hemlock by their straw-like mouthparts inserted directly into the hemlock twig near the base of a needle.

Between April and August, the eggs hatch into nymphs that we refer to as 'crawlers' which are tiny, very numerous and mobile. During late spring and summer, the risk of transporting HWA to another site is high.



Aerial view of dead hemlocks near Bear River, Annapolis County in 2023



Rapid spread of HWA from Yarmouth area since it was initially found in 2017-18

The Town of Kentville must face the threat to the Kentville Ravine.

In our opinion, The Town must establish a multi-year budget line item focused on invasive species to cover costs of assessment, treatment, and remediation. Immediate needs include support for a qualified pest applicator to look after purchasing, safe pesticide handling, and equipment storage, etc. This could be accomplished by training and designating time for an existing employee or through external contracting.

The experience gained with HWA in “The Gorge” last year was valuable and the guidance received from Donna Crossland must be highlighted. Per pesticide regulations, about 60% of the Gorge was treated; the remainder is scheduled for completion in 2025.

Many citizens think that the Town owns the Kentville Ravine. In reality, the Town holds an easement but the Ravine remains Federal Crown Land. The Town’s easement requires prior permission from Agriculture & Agri-Food Canada to treat the hemlocks. We expect that many details will be worked out in meetings within the next two weeks and that formal permission should follow.

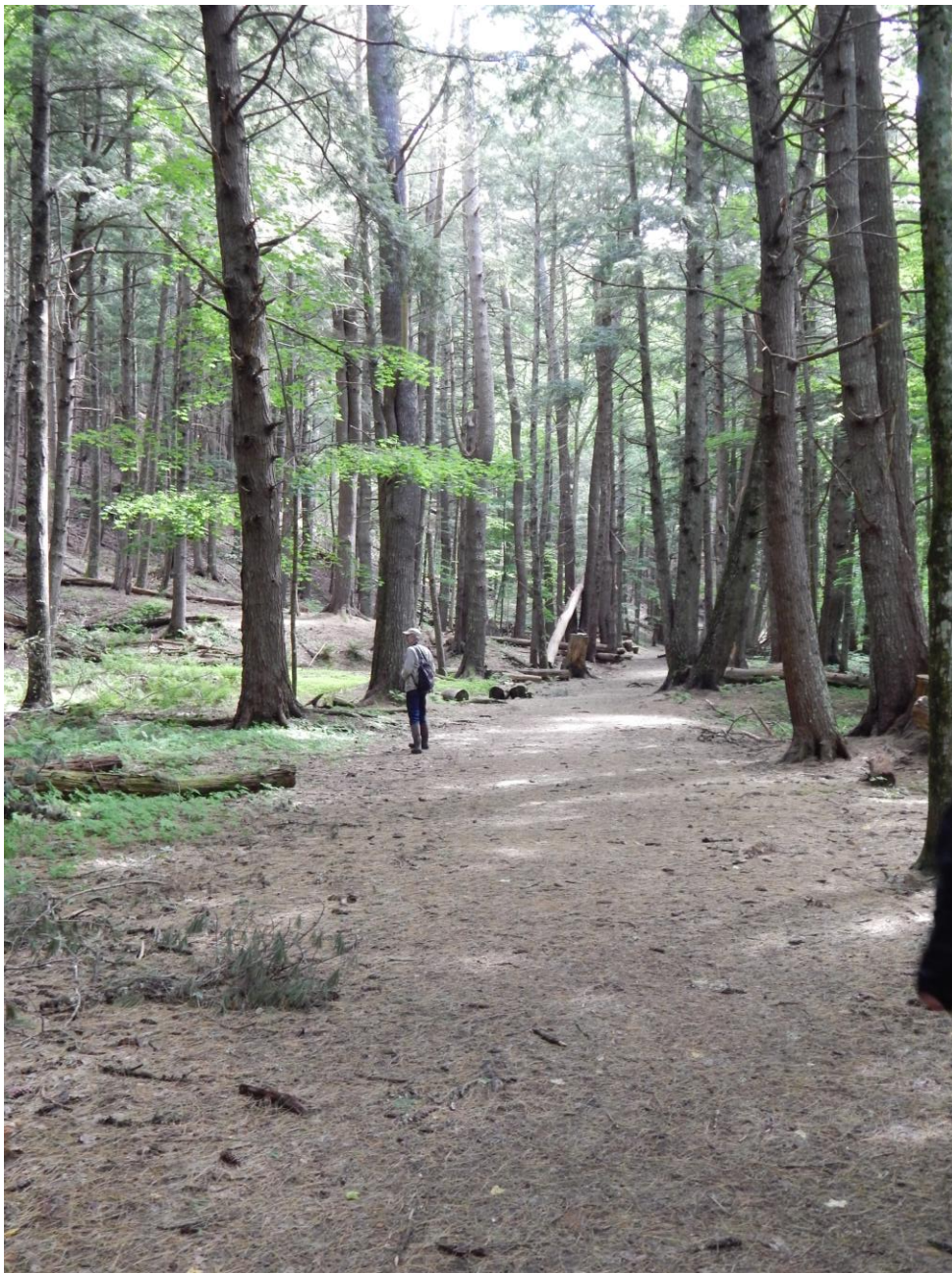
The worst case in the Ravine:

- We will lose a unique accessible and shady environment along the Elderkin Brook which is a respite and an attraction to both citizens and visitors alike.
- The Kentville Ravine is currently “A Breath of Fresh Air” for Kentville, and one of the few old growth forests remaining on the Annapolis Valley floor.
- If nothing is done to meet the challenge, the Hemlock Woolly Adelgid (HWA) will ultimately kill all the Eastern hemlocks in the Ravine and around the Town.
- There is no coming back since HWA kills seedlings and hemlocks of all ages. Hemlocks (like all conifers) do not produce root suckers like hardwoods.
- The dead hemlock trees will become a fire hazard for the Town and a safety hazard to trail users.

Prepared by Ken J. Harrison on behalf of the volunteers

If you have questions about the HWA and the Kentville Ravine, please feel free to contact us

February 4th, 2025



**“A Breath of Fresh Air”
Kentville Ravine Trail in 2022**

Soon to be a memory?



TOWN OF KENTVILLE
Staff Report to Council Advisory Committee
For the Month of January 31
DEPARTMENT- FINANCE

Operations

- In partnership with Berwick and Wolfville, an evaluation of HR service needs has begun. Results of the evaluation will include assessment of current state, identification of needs and gaps, and proposed future state options. It will provide a pathway forward to addressing growing demands in this area.
- Department of Municipal Affairs and Housing (DMAH) semiannual monitoring reports related to infrastructure funding are due early February 2025.
- A capital investment plan for the period 2025-2026 through 2029-2030 will be presented to Council late February to early March. Capital Expenditure Request forms have been submitted with senior leadership review scheduled for mid-February.
- The process for the 2025-2026 Operating Budget has been initiated. Preparers will have the requisite forms, a five (5) year trend analysis, as well as the 2024-2025 budget and YTD actual data for reference. The target dates for the completion and subsequent submission to Council for consideration are in the final stages of determination.

Financial

- Preliminary YTD December 2024 (Q3) Statement of Operations results are included in Appendix A. Revenue recorded totals 90.8% and expenses recorded totals 75.6% of their respective annual budgets, 75% of the way through the fiscal year. The current forecast indicates a year end deficit of 0.3% of the annual budget. Appendix A detailed analysis provides factors influencing this result.
- Year to date January 31, 2025, capital expenditures are \$ 3,447,502 or 43% of the total 2024-2025 revised capital budget or 82% of 2024-2025 forecast. See Appendix B - Capital Investment Plan update for a breakdown of expenditures by program and forecasted variances to budget for both expenditures and funding sources.
- Tax levied for the 2024-2025 year is \$13,276,955. Tax payments were due October 1, 2024. As of January 31, 2025, 2.01% remained outstanding.

Outstanding Tax Receivable Aging		
2024-2025	2023-2024	Prior Years
\$ 267,581	\$ 12,784	\$ 3,019

Respectfully submitted,


Wanda Matthews, CPA, CA
Director of Finance



Town of Kentville Operating Fund
Statement of Operations
 Year to Date December 2024

Overall

Actual results are evaluated against the prior year's revenue and spend rates as well as the current year's budget. Overall YTD results show 75.6 % of **expenditure** budget used and 90.8% of **revenue** budget recorded creating an overall surplus of \$ 2,689,400.

The overall budget utilization of revenue is significantly influenced by timing such as bi-annual tax billing cycles and annual receipts of grants. Expense budget utilization is impacted by external partners billing quarterly or annually, the status of specific funded projects, recreation and facilities programs that are often seasonal and road transportation where expenses are heavily weighted towards the fall and winter months. Timing differences impact utilization/budget expended percentage. As the fiscal year progresses, expectations may change and significant budget variances, if any, will be identified. December's statement includes updated forecast information. Senior Leadership and Finance completed a detailed evaluation of YTD results and along with expected staffing and expenditures for the balance of the year generated forecasts by programme/service.

Explanation of significant changes between current year and prior year revenue or spend rates and forecast explanations are below.

Revenue

- Final **tax** levied based on property tax rate and the 2024 – 2025 property assessment value results in a total levy of \$13,276,955 for the current year. Successful appeals totaling approximately \$3.73 M resulted in a tax revenue shortfall.
- **Deed transfer tax** received to date is included in revenue. No accrual has been recorded. Forecast is an estimate based on the timing of implementation and revenue projections included with the Council decision request.
- **Payments in Lieu of Taxes** –Federal payment was received. Federal property assessments were adjusted downward from our claim resulting in a reduced grant allocation.
- **Services to Other Governments** – Secondment from Police Service to Provincial government (PNS) was not in place for the first half of the year due to vacancies. This position was filled in October.
- **Sales of Service**- Back check revenue is tracking lower than the prior year. Efforts to increase volumes are in place. Forecast includes a \$90,000 unfavourable variance to budget that has remained consistent since September 2024.
- **Other Revenues – Own Sources** include return on investments and transfers to be recorded at year end. Many rentals of space begin in the fall. Forecast captures that interest revenue exceeded expectations by \$50,000.
- **Conditional and unconditional transfers** – Variances to prior year largely due to timing of grants and provincial funding. Canada summer job grant was received to offset recreation program wages.
- **Revenue from reserves** - Budgets are for specific expenditure funding. Amounts recorded to date equal expenditures for election, Police Commission, stormwater and arena professional fees. Studies (accessibility and secondary planning) carried forward to next year reduce the current year reserve transfers. \$29,600 of reserve funding for stormwater planning is not needed due to a successful grant application.

Town of Kentville Operating Fund
Statement of Operations
Year to Date December 2024

Expenditures:

- **General Administration-** \$50,000 forecasted surplus due to the deferral of the accessibility study to fiscal 2026.
- **Protective Services**
 - Significant vacancies, particularly constables, have generated overtime at a higher rate than budget; however, this is partially offset by unused regular salary budgets. A forecasted \$40,000 over expenditure is recorded.
 - Secondment position (PNS) was not filled until October 2024 resulting in a forecasted surplus position.
 - Fire protection service (hydrant) expense of \$207,086 reflects semiannual payment for 2024-2025 budgeted amounts at predetermined percentages for the Town and County of Kings.
 - Expenditures for inspection services contracted through County of Kings exceed budget by \$42,405 of which \$13,405 relates to prior year end charges.
- **Transportation services** spending is consistent with last year; however, snow removal and seasonal expenses may impact overall year end results.
 - Full changes to the public works organizational structure have been delayed resulting in a favourable budget variance. These savings are incorporated within the forecast.
 - In addition, stormwater management study costs were partially offset by a grant creating \$29,600 in favourable budget variance.
 - Short term interest charges for completed projects awaiting debenture issue/grant payments amount to approximately \$49,000 and have been added to the forecast as debt charges.
- **Public Transit and Environmental Health Services** – 2023-2024 surplus distributions were received from Valley Waste Resource Management and Kings Transit Authority and these were netted against expenditures in 2024-2025. The resulting \$150,000 favourable variance is noted.
- **Public Health and Housing** – the 2023-2024 deficit accrual matched the budget of \$90,000; however, it was insufficient to cover the actual invoice amount. The balance is recorded as an expense in the current year.
- A vacant Director position in Q1 and timing of secondary planning work recorded in **Planning and Zoning** have generated savings to date. Secondary planning deferral to fiscal 2026 results in a \$75,000 expenditure savings. These items have been estimated within the forecast.
- **Parks and Recreation** – Forecasting a surplus of \$45,460
 - Secured grants to offset the costs of Canada Cup, experienced higher than budgeted BAP/camp and outreach revenues and experienced lower swimming pool net costs creating a favourable variance to budget and forecast in Programme and Facilities.
 - Arena staffing hours exceed budgeted hours and addressing park and playgrounds occupational health and safety recommendations have generated an unfavourable forecasted variance to budget and forecast within Programme and Facilities.
- **Transfers to reserves** - funding for capital expenditures as outlined in the 2025-2029 Capital Investment Plan have been transferred to reserves. In addition, deed transfer tax (DTT) recorded in revenue has been transferred to the specified capital reserve. The forecast reflects the DTT revenue estimate adjusted for a reduction in transfer of back check revenue to the operating reserve.

Town of Kentville Operating Fund

Statement of Operations

APPENDIX A

For the Period Ended December 31, 2024

Revenue	Annual Budget	Forecast March 2025	Preliminary YTD Amount	% Budget Revenue CY	% Budget Revenue PY
TAXES					
Tax (including Industrial Park)					
Assessable property	12,397,144	12,314,910	12,327,171	99.4%	99.9%
Resource	57,222	56,936	56,936	99.5%	99.9%
Economic development	138,300	138,136	151,860	109.8%	99.7%
	12,592,666	12,509,982	12,535,967	99.5%	99.9%
Area rates and frontages					
Area rates	756,143	756,143	758,964	100.4%	101.4%
Special assessments	2,000	2,000	2,000	100.0%	480.7%
	758,143	758,143	760,964	100.4%	102.5%
Based on revenue					
Business property	31,984	31,993	31,993	100.0%	90.5%
Other					
Deed Transfer Fee	0	375,000	278,186		
TOTAL TAXATION	13,382,793	13,675,118	13,607,110	101.7%	100.0%
PAYMENTS IN LIEU OF TAXES					
Federal and agencies	405,050	390,774	390,774	96.5%	0.0%
Provincial and agencies	178,100	178,100	0	0.0%	0.0%
	583,150	568,874	390,774	67.0%	0.0%
SERVICES TO OTHER GOVERNMENTS					
Provincial government	139,467	69,734	54,257	38.9%	72.7%
Local government	97,596	97,596	47,396	48.6%	48.0%
	237,063	167,330	101,654	42.9%	62.6%
SALES OF SERVICES					
Agencies	1,270,100	1,180,100	783,254	61.7%	89.5%
OTHER REVENUE-OWN SOURCES					
Fines, fees, permits	41,700	41,700	44,692	107.2%	114.3%
Rentals	379,120	379,120	240,575	63.5%	55.6%
Interest	198,000	248,000	280,719	141.8%	210.2%
Return on investments	660,000	660,000	0	0.0%	0.0%
Other	44,400	44,400	34,337	77.3%	61.2%
	1,323,220	1,373,220	600,323	45.4%	46.1%
UNCONDITIONAL TRANSFERS	400,633	401,295	331,618	82.8%	83.7%
CONDITIONAL TRANSFERS	156,357	156,357	111,264	71.2%	78.1%
FINANCING AND TRANSFERS					
From reserves	294,700	165,100	104,073	35.3%	0.0%
TOTAL REVENUE	17,648,016	17,687,394	16,030,070	90.8%	89.0%
Revenue budget to forecast variance (value)	39,378				
Revenue budget to forecast variance (%)	0.22%				

Town of Kentville Operating Fund

APPENDIX A

Statement of Operations

For the Period Ended December 31, 2024

Expenditures	Annual Budget	Forecast March 2025	Preliminary YTD Amount	% Budget Expended CY	% Budget Expended PY
GENERAL ADMINISTRATION					
Legislative	342,019	342,019	237,791	69.5%	69.1%
General administration	2,054,810	2,004,810	1,490,432	72.5%	77.3%
	2,396,829	2,346,829	1,728,224	72.1%	76.1%
PROTECTIVE SERVICES					
Police- core program	3,190,648	3,164,914	2,237,473	70.1%	71.2%
Police-sales of service	175,879	175,879	103,501	58.8%	64.6%
Law enforcement	144,407	144,407	96,813	67.0%	73.8%
Fire fighting	990,309	990,309	555,266	56.1%	32.4%
Protective service- debt charge	3,052	3,052	2,936	96.2%	98.8%
Emergency measures and other	169,800	212,205	138,250	81.4%	89.5%
	4,674,095	4,690,766	3,134,239	67.1%	63.7%
TRANSPORTATION SERVICES					
Common services	1,500,682	1,427,238	958,877	63.9%	73.7%
Road transportation	840,400	892,809	680,564	81.0%	79.8%
Public transit	383,321	373,321	311,843	81.4%	56.9%
Transportation- debt charge	59,819	108,919	101,103	169.0%	104.3%
Other	100,000	100,000	97,527	97.5%	78.1%
	2,884,222	2,902,287	2,149,914	74.5%	73.8%
ENVIRONMENTAL HEALTH SERVICES					
Solid waste collection and recycling	758,644	618,644	439,081	57.9%	74.9%
PUBLIC HEALTH					
Public health and housing	-	60,175	60,175	0.0%	8.4%
ENVIRONMENTAL DEVELOPMENT					
Planning and zoning	370,452	266,894	188,967	51.0%	74.6%
Other community development	507,776	507,776	418,048	82.3%	86.4%
	878,228	774,670	607,015	69.1%	82.6%
RECREATION AND CULTURAL					
Recreation-Administration	775,592	771,758	532,475	68.7%	63.0%
-Programmes (net)	127,831	42,122	37,958	29.7%	38.5%
-Parks division and trees	148,100	150,000	126,412	85.4%	65.8%
-Facilities	810,880	840,063	648,746	80.0%	71.6%
-Debt charge	41,325	54,325	52,947	128.1%	113.3%
Cultural	139,935	139,935	105,021	75.1%	73.5%
	2,043,663	1,998,203	1,503,561	73.6%	66.4%
EDUCATION					
	2,102,100	2,102,100	1,576,107	75.0%	75.0%
FINANCING AND TRANSFERS					
Debt charge- principal	849,670	849,670	849,670	100.0%	96.3%
Transfers to allowances and reserves	1,060,565	1,397,565	1,292,686	121.9%	0.0%
	1,910,235	2,247,235	2,142,356	112.2%	52.9%
TOTAL EXPENDITURE					
	17,648,016	17,740,909	13,340,670	75.6%	68.5%
SURPLUS (DEFICIT)					
	\$ -	-\$ 53,516	\$ 2,689,400		
Expenditure budget to forecast variance (value)					
	92,893				
Expenditure budget to forecast variance (%)					
	0.53%				



**TOWN OF KENTVILLE
CAPITAL INVESTMENT PLAN
2024-2025
YTD January 31, 2025**

	BUDGET	FORECAST	VARIANCE	YTD ACTUAL	% Expended
Project by Department or Area					
Canada Community Building Fund Streets & Storm Sewer	\$ 1,395,753	\$ 1,307,530	\$ 88,223	\$ 1,184,068	85%
Green Infrastructure Fund (GIF) Trails and Pathways	1,874,400	1,090,810	783,590	1,089,966	58%
General Administration	160,000	162,000	(2,000)	111,627	70%
Protective Services	444,525	444,520	5	396,794	89%
Transportation ^{Note 1}	407,000	306,433	100,567	267,944	66%
ICIP - Donald Hiltz Connector	3,174,000	640,000	2,534,000	200,698	6%
Planning and Development	88,800	65,500	23,300	36,060	41%
Parks and Recreation ^{Note 2}	420,500	205,449	215,051	160,345	38%
Total	\$ 7,964,978	\$ 4,222,242	\$ 3,742,736	\$ 3,447,502	43%

Notes¹ comprised of:

Equipment	195,000	198,580	(3,580)	204,090	105%
Buildings	17,000	20,626	(3,626)	10,626	63%
Streets & Lights	55,000	20,000	35,000	-	0%
Sidewalks	140,000	67,227	72,773	53,227	38%
	<u>407,000</u>	<u>306,433</u>	<u>100,567</u>	<u>267,944</u>	<u>66%</u>

² comprised of:

Cultural	10,000	20,000	(10,000)	-	0%
Equipment	75,000	67,572	7,428	67,572	90%
Green Spaces	95,000	28,447	66,553	22,447	24%
Parks & Playgrounds	25,000	34,787	(9,787)	34,787	139%
Sport Facilities	215,500	54,643	160,857	35,539	16%
	<u>420,500</u>	<u>205,449</u>	<u>215,051</u>	<u>160,345</u>	<u>38%</u>

³ Variance by Funding Source	Deferral to 2025-2026	Under (Over) Budget	Variance
Canada Community Building Fund (CCBF)	223,452	(135,229)	88,223
Green Infrastructure Fund (GIF) Provincial and Federal	645,304	(70,697)	574,607
Reserves	176,500	20,093	196,593
Contributions	65,000	6,330	71,330
Provincial Grant		14,000	14,000
Debt - Portion of GIF Projects	234,696	(25,713)	208,983
Debt- Parks & Recreation Project	50,000		50,000
Proceeds on Sale		5,000	5,000
Investing in Canada Infrastructure Program (ICIP)	1,858,182		1,858,182
Debt - Portion of ICIP Projects	675,818		675,818
Total	\$ 3,928,952	(186,216)	\$ 3,742,736



Town of Kentville

Staff Report to Council Advisory Committee

Planning & Development

February 2025

Overview

Approval was given by Council to re-establish a Planning Advisory Committee. The development of a draft terms of reference and timeline for recruitment will be brought to the Council Advisory Committee in March.

The newly adopted Heritage Property Bylaw has been provided to the Province. A meeting of the Heritage Advisory Committee is being considered for later this month. Kevin Barrett, the Provincial Coordinator of the Heritage Property Program has offered to join the meeting to speak to the Heritage Property Act.

Development Applications

- **Development Permits:** Eight development permits were issued in the month of January with a total estimated construction value of \$656,902.24.
- **Subdivision Applications:** 1 subdivision application was completed in the month of January. A context map is attached to this report.
- **Site Plan Approval Applications:** No new site plan approval applications received in the month of January.

Planning Applications

Ongoing

- A development agreement application was received to facilitate the Kentville portion of a 56-unit low/medium density residential development located at Hartlen Court/Oakdene Avenue (PIDs 55034300)

and 55341473) on December 12, 2024. A Public Participation Meeting was held on February 4, 2024, and a draft development agreement has received preliminary review by staff and the applicant.

Community and Economic Development

- Public event permit applications for 2025 are being received and coordinated for the upcoming season. Dates have been set for 6 signature Kentville events with a few more expected to come in over the upcoming weeks. Preliminary meetings have taken place with the incoming Annapolis Valley Apple Blossom Festival president as well as the Sanskar Cultural Society and the Devil’s Half Acre Motorcycle Rally. A number of other groups are in the early stages of their event planning, including the NKEC Prom committee, Valley Pride, and the Kentville Multicultural Festival committee. We look forward to a busy event season downtown.
- Budget and staff planning for the 2025 Visitor Information Centre season is underway.
- The Fire and Ice Festival is set to launch, and promotions are active now. The full schedule of events and activities related to Fire and Ice is available on both the Town and KBC websites as well as the social accounts for both organizations. Interested parties are encouraged to join the Facebook event page for real time additions or updates about festival activities.
- Final grant reports related to 2024 projects are being completed and submitted as required.

Respectfully Submitted,

Darren Shupe
Director of Planning and
Development

Lindsay Young
Community & Economic
Development Officer

Ben Croll
Development Officer

Attachment 1: Context Map for Subdivision at 92 Webster Street

A portion (blue box) of 100 Webster Street to be consolidated with adjacent property (92 Webster Street in yellow).



February 4, 2025

1:717

Permit Report

PLANNING &
DEVELOPMENT



January, 2025

Permit #:	4380	Permit Date:	1/8/2025
Value of Construction:	\$260,869.57	Fee:	\$128.68
Single Unit Dwelling			

Permit #:	4377	Permit Date:	1/8/2025
Value of Construction:	\$90,000.00	Fee:	\$218.00
Interior Renovations from Fire Damage			

Permit #:	4379	Permit Date:	1/10/2025
Value of Construction:	\$0.00	Fee:	\$15.00
Wall Sign			

Permit #:	4378	Permit Date:	1/13/2025
Value of Construction:	\$18,810.00	Fee:	\$50.00
Rooftop Solar Panels			

Permit #:	4381	Permit Date:	1/21/2025
Value of Construction:	\$247,224.67	Fee:	\$343.30
Open-Side Storage Structure (30' x 70')			

Permit #:	4384	Permit Date:	1/24/2025
Value of Construction:	\$0.00	Fee:	\$15.00
Update content of sandwich sign (Jan 27 - Feb 27, 2025)			

Permit #:	4386	Permit Date:	1/28/2025
Value of Construction:	\$35,000.00	Fee:	\$97.00
Addition of 3rd Unit in Basement with Renovations			

Permit #:	4388	Permit Date:	1/31/2025
Value of Construction:	\$5,000.00	Fee:	\$31.00
Change of Tenants and Interior Renovations			

Activity Report



	January 2025		January 2024	
<i>PERMITS</i>	Month Total	Year-to-Date Total	Month Total	Year-to-Date Total
Number of Permits	8	8	4	4
Total Building Value	\$656,904.24	\$656,904.24	\$5,271,200.00	\$5,271,200.00
Permit Revenue	\$897.98	\$897.98	\$2,719.86	\$2,719.86

Development Agreement Application - VIDA Living

Staff Report TOK202518

Meeting Date: February 10, 2025
Department: Planning and Development
Strategic Priority: Housing and Planning

RECOMMENDATION

THAT the Council Advisory Committee recommends that the development agreement application be given First Reading.

SUMMARY

The purpose of this report is to provide an update on the Public Participation Meeting held on February 4, 2025 and a review of the draft development agreement for the proposed 56-unit residential development (~25 units in Town) located at Hartlen Court/Oakdene Avenue (PIDs 55034300 and 55341473).

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.


Based on information provided by the applicant at the Public Participation Meeting, the intent of the developer is to create a condominium-style development where the individual dwelling units and the footprints of land they are situated on are owned individually, while the remainder of the lands are owned and managed collectively.

ENGAGEMENT

The Planning and Development Staff of the Town of Kentville have established and initiated a public participation program as reviewed at the January 13, 2025, Council Advisory Committee meeting.

Newspaper Ad

The following ad was placed in the Chronicle Herald on January 21 and 28, 2025.



Public Participation Meeting VIDA Living, Hartlen Court

A public participation meeting will be held at the Kentville Fire Hall, 463 Main Street, Kentville, Nova Scotia, at 6:00 PM on Tuesday February 4th, [2025](#) to provide an opportunity for the public to comment on or make suggestions to the proposed development.

Planning Application: VIDA Living has submitted a development agreement application for a housing on Hartlen Court, immediately north of the Salvation Army Church. The proposal seeks to develop a multi-unit dwelling community, 25 of 56 of these units to be located within the Town boundary, the remainder within the Municipality of the County of Kings. This proposal involves the negotiation of a development agreement to establish the terms and conditions of the project which will include:

- The development of approximately 25 single-unit detached dwellings
- The creation of an internal driveway, accessed from Hartlen Court and Oakdene Avenue, and parking facilities
- The development of on-site community amenities

Date/Time: Tuesday February 4th, [2025](#) at 6:00 PM

Location: Kentville Volunteer Fire Hall

For further information, copies of the proposal, and questions about submitting comments please contact Darren Shupe, Director of Planning & Development at:

(902) 679-2529 or dshupe@kentville.ca

January 15, 2025

Jeff Lawrence
Town Clerk
TOWN OF KENTVILLE

Neighbourhood Notification

A total of thirteen letters were mailed to properties within 30 metres of the proposed development:



Darren Shupe
354 Main Street
Kentville, NS
B4N 1K6

902-679-2529
dshupe@kentville.ca

20/01/2025

RE: Notice of a Public Participation Meeting

To whom it may concern,

A public participation meeting will be held at the Kentville Fire Hall, 463 Main Street, Kentville, Nova Scotia, at 6:00 PM on Tuesday February 4th, 2025 to provide an opportunity for the public to comment on or make suggestions to the proposed development.

Planning Application: VIDA Living has submitted a development agreement application for a housing on Hartlen Court, immediately north of the Salvation Army Church. The proposal seeks to develop a multi-unit dwelling community, 25 of 56 of these units to be located within the Town boundary, the remainder within the Municipality of the County of Kings.

This proposal involves the negotiation of a development agreement to establish the terms and conditions of the project which will include:

- The development of approximately 25 single-unit detached dwellings
- The creation of an internal driveway, accessed from Hartlen Court and Oakdene Avenue, and parking facilities
- The development of on-site community amenities



More information can be found on the Town's website at:
<https://kentville.ca/planning-applications>

Warm Regards,

Darren Shupe
Director of Planning and Development
Town of Kentville

Correspondence with the Municipality of the County of Kings

As per our Public Participation Policy G62, where this proposal is site specific (PIDs 550343000 and 55341473) and is within 150m of the shared municipal boundary, Kentville Town Council also requests feedback from the Municipality of the County of Kings Council. Email correspondence was sent to the County's Planning Director on January 23, 2025.

 Darren Shupe
To:  tjavorek@countyofkings.ca Thu 1/23/2025 4:02 PM

Hi **Trish**,

You are being notified of this Public Participation Meeting as required by our planning policies, which mandate notification of any abutting municipalities for applications seeking to amend the planning documents. You are welcome to attend this meeting; however, your attendance is not mandatory.

As per our Public Participation Policy G62, where this proposal is site specific (PIDs 550343000 and 55341473) and is within 150m of the shared municipal boundary, Kentville Town Council also requests feedback from the County of the Municipality of Kings Council.

A public participation meeting will be held at the Kentville Fire Hall, 463 Main Street, Kentville, Nova Scotia, at 6:00 PM on Tuesday February 4th, 2025 to provide an opportunity for the public to comment on or make suggestions to the proposed development.

Planning Application: VIDA Living has submitted a development agreement application for a housing on Hartlen Court, immediately north of the Salvation Army Church. The proposal seeks to develop a multi-unit dwelling community, 25 of 56 of these units to be located within the Town boundary, the remainder within the Municipality of the County of Kings.

This proposal involves the negotiation of a development agreement to establish the terms and conditions of the project which will include:

- The development of approximately 25 single-unit detached dwellings
- The creation of an internal driveway, accessed from Hartlen Court and Oakdene Avenue, and parking facilities
- The development of on-site community amenities

More information can be found on the Town's website at: <https://kentville.ca/planning-applications>

[Planning Applications | The Town of Kentville](#)

[Applications and Amendments Under Consideration 2025 2025-04 Vida Living Application - Staff Report 2024 2024-07 MPS Amendment - Brison Development, Presentation](#)

kentville.ca

Let me know if you have any questions.

Thanks,
Darren

Public Participation Meeting

A Public Participation Meeting was held on February 4, 2025 from 6:00pm to approximately 7:30pm at the Kentville Volunteer Fire Hall. Approximately 8-10 members of the public were on hand in addition to staff and members of Council. The Town presented the policy and regulation requirements germane to the application and the applicant presented on the site concept and design. Questions and comments were heard and discussed for approximately 1 hour. The main questions appear below in italics with response to each in red.

- *Is there a definition for multi-unit dwelling community in the Land Use Bylaw?*
 - This is the first application of Policy GD-5(d), the definition will be captured in the development agreement and potentially used as a precedent for inclusion in the Land Use Bylaw.
- *Are the County's processes for reviewing this proposal the same as the Town's?*
 - Our understanding is that the County portion of this development is being received as an as-of-right development vs. the Town's development agreement process.
- *Comment was received on the high density of the development.*
 - The overall development density is below the High-Density (R4) zoning threshold. Minimum lot area requirements will be included in the development agreement.
- *What are the construction materials for the units?*
 - Final design has yet to be determined, and material-type will be arrived at later.
- *Will all units be on slab?*
 - Yes.
- *A resident from Nichols Avenue asked about the backyard interface.*
 - Buffering will be required in the development agreement. The exact form of buffering is still under consideration.
- *How many feet are between buildings?*
 - Based on the initial site plan, there is 12' between gable ends, 20.5' between eave ends.
- *How is solid waste storage being handled?*
 - Final design is being considered, communal storage and private collection will be part of the condo format.
- *Comment regarding the noise created by pickleball courts.*

- Noted, will be considered in the final amenity design.
- What is the market for this kind of housing?
 - Market analysis was conducted and included young professionals and those looking to down-size.
- Comment on walkability and connectivity of this development.
 - Internal sidewalks to be considered, Town responsible for sidewalks outside of the development.
- What is the price point?
 - Unknown at this time, will be determined by the final design.
- Do the amendments to regulations in the development agreement affect sound ratings?
 - Building Code and Fire Code review will happen at the building permit stage.
- Can fire protection elements such as hydrants be required in the development agreement?
 - Hydrants can be made a requirement within the development agreement. Will be addressed through further negotiations between parties.
- Do the units encroach into the required rear-yard setbacks?
 - The rear-yard setback in the R4 zone is 15'. Based on the initial site plan, it appears that 2 dwelling units fall within the R4 setback. A revised site plan will indicate the degree of encroachment which will be then captured in the development agreement requirements.

Written comments were received via email on February 4, 2025 and read on behalf of Carol Stephens of 23 Nichols Avenue (original correspondence in italics, responses provided in red):

Good afternoon Darren,

Firstly, I want to express my appreciation for the work that VIDA Living does to provide much needed affordable housing.

Below are my questions to be read this evening:

- *These homes back up almost to the property line, at least two and up to three homes deep. Will each unit have outdoor storage? My concern is buildup of materials due to lack of storage. Where will residents store large items such as winter tires, garbage and green carts?*

The proposed development would be managed as a condominium-style organization with only the dwelling units and the land below each (footprint) owned by individuals. The remainder of the area will be commonly owned and subject to restrictive covenants which would control how the common spaces are used. The development agreement could contain provisions which would be adopted in the restrictive covenants regarding outdoor storage. Common storage areas could be considered in the community site design, otherwise offsite storage for individuals may be required.

- *Many people currently cut across the church and other private properties from the apartment buildings on Hartlen Court and Oakdene Avenue to get to Nichols Avenue. With the significant increase in population, will there be a fence along the property line to deter this?*

The developer appreciates this kind of local knowledge which will assist in how they consider the design of the site. A fence may be part of the buffering requirements, but how people move through the site will be reviewed as the applicant finalizes their site plan and will be considered by the Town in looking how the proposed development becomes integrated into the existing neighbourhood.

Carol Stephens

Draft Development Agreement

Attached as Appendix A

The initial drafting of the proposed development agreement was prepared by Staff, based on the general criteria found in Policy IM-11 of the Town's Municipal Planning Strategy, and reviewed by the applicant. Further revision on the terms and conditions of the development agreement will be made and reviewed by both parties prior to finalisation for public review and comment at the Public Hearing and Second Reading.

A subdivision application is being reviewed concurrently with the development agreement application. The final legal description of the subject lands will be revised to reflect the lot consolidation.

Staff Presentation Slides

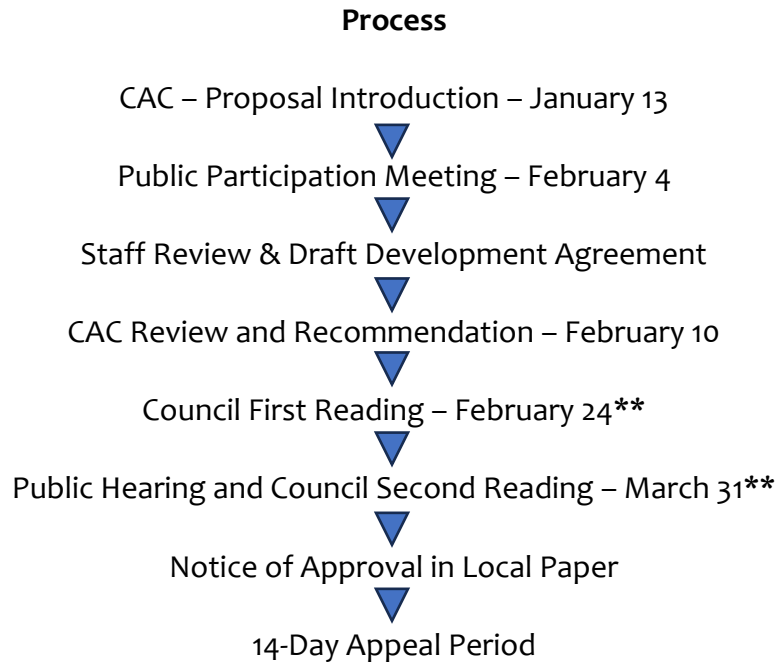
Attached as Appendix B

Applicant Slides

Attached as Appendix C

Next Steps

The following schedule (in-keeping with the requirements of the MGA) is being used to guide the review of the application:



**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.

Recommendations

Staff recommends that the Council Advisory Committee recommends that the development agreement application be given First Reading.

Respectfully submitted,

Darren Shupe, Director of Planning and Development

Attachments:

Appendix A: Draft Development Agreement

Appendix B: Staff Public Participation Meeting Presentation

Appendix C: Applicant Public Participation Meeting Presentation

TOWN OF KENTVILLE

“BE IT RESOLVED by Policy that the Town of Kentville enter into the attached Development Agreement with VIDA Living 2.0 Incorporated to permit the development of twenty-five (25) single unit detached dwellings located at Hartlen Court and Oakdene Avenue, Kentville, pursuant to Policy GD-5(d) of the Municipal Planning Strategy.

THIS IS TO CERTIFY that the foregoing Agreement was considered and passed by a majority vote of those Councillors present when the vote was taken at the session held on the __ day of MONTH, A.D., 2025 in Town Hall, Kentville, Nova Scotia.

GIVEN under the hands of the Mayor and Town Clerk and under the corporate seal of the Town this _____ day of MONTH 2025.

Andrew Zebian, Mayor

Jeff Lawrence, Town Clerk

DEVELOPMENT AGREEMENT

(Pursuant to 230(1) of the Municipal Government Act)

THIS AGREEMENT made this ____ day of MONTH, 2025

- BETWEEN:

VIDA LIVING 2.0 INCORPORATED, a body corporate with a head office at 155 Chain Lake Drive, Unit 8, Halifax, in the County of Halifax, Province of Nova Scotia (hereinafter called the "PROPERTY OWNER"),

- OF THE FIRST PART

AND

TOWN OF KENTVILLE, a body corporate pursuant to the Municipal Government Act, S.N.S., 1998, Chapter 18, as amended, having its chief place of business at 354 Main Street, Kentville, in the County of Kings, Province of Nova Scotia (hereinafter called the "TOWN"),

- OF THE SECOND PART

RECITALS

WHEREAS the Property Owner is the owner of certain lands and premises (hereinafter called the "Property"), which lands are more particularly described in Schedule "A", attached hereto;

AND WHEREAS the Property is designated Residential in the Future Land Use Map of the Town's Municipal Planning Strategy and zoned High Density Residential (R4) on the Zoning Map of the Town's Land Use Bylaw.

AND WHEREAS the Property Owner has requested that the Town enter into a Development Agreement (hereinafter called the "Agreement") pursuant to the provisions of Section 225 of the Municipal Government Act and Policy GD-5(d) of the Municipal Planning Strategy so that the Property Owner may develop and use the Property in a manner which is not presently provided for within the Land Use Bylaw generally applicable to the particular zone in which the Property is located;

AND WHEREAS the Property Owner's proposed use of the Property is to develop a multi-unit dwelling community consisting of twenty-five (25) single unit detached dwellings and associated amenities (hereinafter called the "Development").

AND WHEREAS the Town Council, at a meeting held on **MONTH DAY YEAR** approved this request and adopted this Agreement by policy, subject to the execution of this development agreement by the parties hereto and the other conditions herein.

Except as otherwise provided in this Agreement, the provisions of the Land Use Bylaw and Subdivision Bylaw apply to any development undertaken pursuant to this Agreement.

2.2 Development Location and Design

- (a) The Development location and design shall be consistent with the Site Plan shown on Schedule B.
- (b) The Development Officer may approve in writing minor changes to aspects of the Site Plan.
- (c) Accessory buildings, in addition to those indicated in the Site Plan, are not permitted.
- (d) Any addition or enlargement of the existing buildings in the Development must meet the setback requirements of the underlying zone.
- (e) The Property Owner shall keep all undeveloped areas of the Property landscaped which may include grass, shrubs, trees, or other appropriate vegetative cover.

2.3 Access and Egress

The Property Owner shall maintain the driveway in the Development in general conformance with the driveway shown on Schedule B.

2.4 Screening

Opaque fencing or a natural buffer shall be located along all property lines within the rear yard, to be no less than five (5) feet in height, as shown in Schedule B.

Commented [DS1]: This would need to be added to the Site Plan. Additional details and descriptions required pending full review.

2.5 Subdivision

The Property may not be subdivided or consolidated with an adjacent property.

2.6 Parking

- (a) A minimum of one (1) parking space shall be provided for each of the residential units. Such parking spaces shall be located as shown on "Schedule "B".
- (b) Driveway and parking spaces shall be constructed to create a stable surface for vehicle traffic and be clearly demarcated and lined by the Owner. They may be constructed using permeable materials to assist with stormwater retention.

2.7 Signage and Illumination

Signage and illumination shall be regulated under the Land Use Bylaw. All exterior lighting within the Property shall not be directed upon streets or neighbouring properties.

2.8 Appearance of Property

- (a) The Property Owner shall at all times maintain the Property in a neat and presentable condition including the structures, driveways, parking areas, and community amenities.
- (b) The Property Owner shall maintain the driveway to a level adequate to allow for access by emergency vehicles.

2.9 Servicing

(a) Waste Collection

The Property Owner shall make provisions for waste collection for the property.

(b) Water and Sewer Services

- (i) The development shall be serviced with water and sewer services, provided by the Kentville Water Commission and the Regional Sewer Utility, and authorized by the Town Engineer. Detailed design plans of the water and sewer servicing connections and layout shall be in accordance with the Municipal Services Standards and Specifications Manual and shall be submitted to the Town Engineer for approval prior to construction.
- (ii) The Property Owner shall be responsible for constructing, installing, and maintaining the water and sewer services on the property.

(c) Snow Plowing

The Property Owner will have the sole responsibility for snowplowing in the Development.

2.10 Fire Safety

All access routes shall be kept clear of overhead obstructions and wires and be maintained by the Property Owner to allow unimpeded access to the Property by emergency service vehicles, unless otherwise agreed to in writing by the **Fire Chief**.

Commented [DS2]: Fire Chief to review hydrant requirements.

PART 3 IMPLEMENTATION

3.1 Commencement of Development

- (a) The Property Owner may not commence any construction or use on the Property until the Town has issued any development permit, building permit and/or occupancy permit that may be required. The date of commencement will be determined as the date the Property Owner begins Active Construction on the building within this Agreement as permitted by an issued development and building permit.
- (b) Active Construction shall commence not later than twenty-four (24) months from the date this Agreement is signed. If, in the opinion of the Development Officer, this time limit has not been met, this Agreement may be discharged at the option of the Town by resolution of Council in accordance with Section 229 of the Municipal Government Act 30 days after giving Notice of Intent to Discharge to the Property Owner. Upon the written request of the Property Owner, the Town, by resolution of Council, may grant an extension to the

date of commencement of Development without such an extension being deemed to be an amendment to this Agreement.

- (c) If the Property Owner is bona fide delayed from commencing the Development for reasons which are beyond the Property Owner's control, the determination of which shall be at the sole discretion of the Development Officer, then performance by the Property Owner is excused for the period of the delay and the time period for the Property Owner to perform their obligations shall be extended by the Development Officer in writing for an equivalent period, without such an extension being deemed to be an amendment to this Agreement.

3.2 Material to be Provided

- (a) The Property Owner shall provide record drawings to the Development Officer for any portion of the development for which an engineered design is required, within ten (10) days of completion of any work which requires the engineered design.
- (b) The Property Owner shall, upon written request, provide the Town with copies of any documentation, permits or approvals required by Provincial or Federal governments or agencies.

3.3 Expiry Date

- (a) The Property Owner shall sign this Agreement within six (6) months of eligibility to execute the Agreement or the unexecuted Agreement shall be null and void.

PART 4 CHANGES, AMENDMENTS, AND DISCHARGE

- 4.1** The Property Owner shall not vary or change the use of the Property from that provided for in Section 2.1 of this Agreement, except as provided for in the Development Agreement, unless a new Development Agreement is entered into with the Town or the Development Agreement is amended or discharged.

4.2 Non- Substantive Amendments

The following items are considered by both parties to be not substantive and may be amended by the Development Officer:

- (a) Minor changes to the building siting under Section 2.2;
- (b) Minor changes to the parking requirements under Section 2.6; and
- (c) The granting of an extension to the date of commencement of construction as identified in Section 3.3 of this Agreement.

4.3 Substantive Amendments

Amendments to any matters not identified under Section 4.2 shall be deemed substantive and may only be amended in accordance with the approval requirements of the Municipal Government Act.

4.4 Discharge of Agreement

4.4.1 Notwithstanding the foregoing, discharge of this Agreement is not a substantive matter, and this Agreement may be discharged by the Chief Administrative Officer in accordance with Section 229 of the Municipal Government Act.

4.4.2 Notice of Intent to Discharge this Agreement may be given by the Town to the Property Owner following a resolution of Council to give such Notice:

- (a) as provided for in Section 3.1, Commencement of Development, of this Agreement;
or
- (b) at the discretion of the Town, with or without the concurrence of the Property Owner, where the Development has, in the reasonable opinion of Council on advice from the Development Officer, ceased operation for a period of at least twenty-four (24) months; or
- (c) at any time upon the written request of the Property Owner, provided the use of the Property is in accordance with the Land Use By-law or a new Agreement has been entered into.

PART 5 Administration and Compliance

5.1 Subsequent Development

Any subsequent development not included in this Agreement may only be initiated or carried out upon the entering into of a new or amended Development Agreement with the Town.

5.2 Compliance with Other Bylaws or Regulations

- (a) Nothing in this Agreement shall exempt the Property Owner from complying with Federal, Provincial and Municipal laws, by-laws and regulations in force or from obtaining any Federal, Provincial, or Municipal license, permission, permit, authority, or approval required thereunder.
- (b) Where the provisions of this Agreement conflict with those of any by-law of the Town applicable to the Property (other than the Land Use By-law to the extent varied by this Agreement) or any statute or regulation, the higher or more stringent requirements shall prevail.

5.3 Municipal Responsibility

- (a) The Town does not make any representations to the Property Owner about the suitability of the Property for the development proposed by this Agreement. The Property Owner assumes all risks and must ensure that any proposed development complies with this Agreement and all other laws pertaining to the Development.
- (b) Any failure of the Town to insist upon a strict performance of any requirements or conditions contained in this Agreement shall not be deemed a waiver of any rights or remedies that the Municipality may have and shall not be deemed a waiver of any subsequent breach or default in the conditions or requirements contained in this Agreement.

5.4 Breach of Terms or Conditions

Upon breach of any term or condition of this Agreement, the Town may notify the Property Owner in writing. In the event that the Property Owner has not cured any such breach or entered into arrangements with the Town related to such breach to the Town's satisfaction, acting reasonably, within six (6) months of such notice then the Town may rely upon the remedies contained in Section 264 of the Municipal Government Act and may enter the land and perform any of the terms contained in the Development Agreement, or take such remedial action as is considered necessary to correct a breach of the Agreement, including the removal or destruction of anything that contravenes the terms of the Agreement and including decommissioning the site. It is agreed that all reasonable expenses, whether arising out of the entry on the land or from the performance of the terms, are a first lien on the land that is the subject of the Development Agreement.

5.5 Registration of Agreement

The Town shall record the Development Agreement in the Land Registration Office for the County of Kings.

5.6 Severability of Provisions

It is agreed that the provisions of this Agreement are severable from one another and that the invalidity or unenforceability of one provision shall not prejudice the validity or enforceability of any other provision.

5.7 Interpretation

- (a) Where the context requires, the singular shall include the plural, and the neutral gender shall include the feminine and masculine genders.
- (b) Where the written text of this Agreement conflicts with information provided in the Schedules attached to this Agreement, the written text of this Agreement shall prevail.
- (c) References to particular sections of statutes and bylaws shall be deemed to be references to any successor legislation and bylaws even if the content has been amended, unless the context otherwise requires.

5.8 Ownership and Control

This Agreement shall be binding upon the parties hereto, their heirs, successors, assigns, mortgagees, lessees and all subsequent owners, and shall run with the Property until this Agreement is discharged by Council in accordance with Section 229 of the Municipal Government Act.

Upon transfer of title of the Property, the owner thereof shall observe and perform the terms and conditions of this Agreement to the extent applicable to the Property.

5.9 Warranties by the Property Owner

The Property Owner warrants as follows:

- (a) The Property Owner has good title in fee simple to the Lands or good beneficial title subject to a normal financing encumbrance. No other entity has an interest in the Lands that would require their signature on this Agreement to validly bind the Lands or the Property Owner has obtained the approval of every other entity which has an interest in the Lands whose authorization is required for the Property Owner to sign this Agreement to validly bind the Lands.
- (b) The Property Owner has taken all steps necessary to, and it has full authority to, enter into this Agreement.

5.10 Costs

The Property Owner is responsible for all costs associated with this Agreement and all costs associated with any amendment thereof.

5.11 Assignment of Agreement

The Property Owner may, at any time and from time to time, transfer or assign this Agreement and its rights hereunder and may delegate its obligations hereunder to an assign, successor, heir, or purchaser of the land bound by this Agreement.

5.12 Written Notice

- (a) The Town may serve notice on the Property Owner personally or by ordinary mail which shall be deemed to have been received within three (3) business days of mailing, addressed to VIDA Living 2.0 Incorporated, 155 Chain Lake Drive, Unit 8, Halifax, Nova Scotia, B3S 1B3, or at any other address provided by the Property Owner in writing.
- (b) The Property Owner may serve notice on the Town by registered mail addressed to the Chief Administrative Officer, Town of Kentville 354 Main Street, Kentville, Nova Scotia, B4N 1K6, or at any successor address provided by the Town to the Property Owner in writing.

5.13 Full Agreement

This Agreement constitutes the entire agreement and contract entered into by the Town and the Property Owner. No other agreement or representation, oral or written, shall be binding.

THIS AGREEMENT shall ensure to the benefit of and be binding upon the parties hereto, their respective agents, successors and assigns.

IN WITNESS WHEREOF this Agreement was properly executed by the respective parties hereto on the day and year first above written.

SIGNED, SEALED AND ATTESTED to be the proper signing officers of the Town of Kentville, duly authorized in that behalf, in the presence of:

TOWN OF KENTVILLE

Andrew Zebian, Mayor

Witness

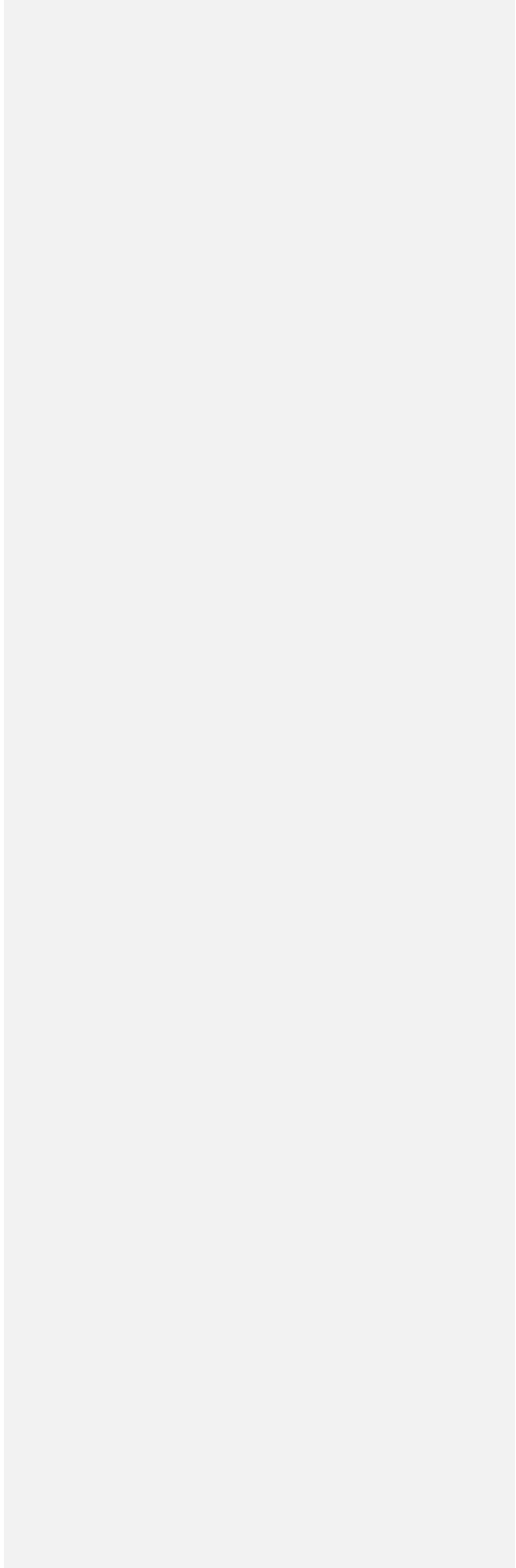
Jeff Lawrence, Town Clerk

SIGNED, SEALED AND DELIVERED
In the presence of:

Witness

Schedule A – Legal Description (awaiting consolidation)

| Schedule B – [Site Plan](#) (pending final version)



Schedule "A" Legal Description of Properties

PID 55034300

REGISTRATION DISTRICT: County of Kings

LOCATION: Oakdene Avenue, North Kentville, Nova Scotia

DESIGNATION OF PARCEL ON PLAN: Oakdene Estates Limited - Future Development

TITLE OF PLAN: Plan of Survey of Lots A-8A, A-8B and A-8B-X and Parcel Y Oakdene Estates, Subdivision of Lands conveyed to Oakdene Estates Limited and Tru-Kent Developments Limited

REGISTRATION DATE OF PLAN: July 22, 1986.

REGISTRATION REFERENCE OF PLAN: Plan No. P-6505 Document No. 10,377

SAVING AND EXCEPTING THEREOUT: Parcel X and Hartlen Court as shown on Plan of Survey of Lots A-8A, A-8B and A-8B-X and Parcel Y Oakdene Estates, Subdivision of Lands Conveyed to Oakdene Estates and Tru Kent Developments Limited and filed in the registration district of Kings County as Plan No. P 6505 Document No. 10,377

SAVING AND EXCEPTING THEREOUT: Lot Y and Parcel I as shown on a Plan of Subdivision prepared by Hiltz and Seamone Company Limited having Plan No. 94-44-2 and dated March 29, 1995 and filed in the registration district of Kings County as Plan or Document No. P-9936

SAVING AND EXCEPTING THEREOUT: Lots 89A, 89B, 90A and 90B as shown on a Plan of Subdivision of Oakdene Estates Limited dated June 26, 1981 as Plan No. P-4711 and filed in the registration district of Kings County

SAVING AND EXCEPTING THEREOUT: Lots 75A and 75B as shown on a Plan of Subdivision of Oakdene Estates Limited dated June 26, 1981 as Plan No. P-4816 and filed in the registration district of Kings County

The parcel originates from the approved plan of subdivision that has been filed under the Registry Act or registered under the Land Registration Act at the Land Registration Office for the Registration District of the County of Kings as Plan No. P-6505, Document No. 10, 377.

PID 55341473

REGISTRATION DISTRICT: County of Kings

LOCATION: Oakdene Avenue, North Kentville, Nova Scotia

DESIGNATION OF PARCEL ON PLAN: Oakdene Estates Limited - Future Development

TITLE OF PLAN: Plan of Survey of Lots A-8A, A-8B and A-8B-X and Parcel Y Oakdene Estates, Subdivision of Lands conveyed to Oakdene Estates Limited and Tru-Kent Developments Limited

REGISTRATION DATE OF PLAN: July 22, 1986.

REGISTRATION REFERENCE OF PLAN: Plan No. P-6505 Document No. 10,377

SAVING AND EXCEPTING THEREOUT: Parcel X and Hartlen Court as shown on Plan of Survey of Lots A-8A, A-8B and A-8B-X and Parcel Y Oakdene Estates, Subdivision of Lands Conveyed to Oakdene Estates and Tru Kent Developments Limited and filed in the registration district of Kings County as Plan No. P 6505 Document No. 10,377

SAVING AND EXCEPTING THEREOUT: Lot Y and Parcel I as shown on a Plan of Subdivision prepared by Hiltz and Seamone Company Limited having Plan No. 94-44-2 and dated March 29, 1995 and filed in the registration district of Kings County as Plan or Document No. P-9936

SAVING AND EXCEPTING THEREOUT: Lots 89A, 89B, 90A and 90B as shown on a Plan of Subdivision of Oakdene Estates Limited dated June 26, 1981 as Plan No. P-4711 and filed in the registration district of Kings County

SAVING AND EXCEPTING THEREOUT: Lots 75A and 75B as shown on a Plan of Subdivision of Oakdene Estates Limited dated June 26, 1981 as Plan No. P-4816 and filed in the registration district of Kings County

The parcel originates from the approved plan of subdivision that has been filed under the Registry Act or registered under the Land Registration Act at the Land Registration Office for the Registration District of the County of Kings as Plan No. P-6505, Document No. 10, 377.

Public Participation Meeting VIDA Living – Development Agreement DA2024-1

February 4, 2025



Agenda



1. Introduction by Town Planning Staff
2. Overview of Proposal and Process: Planning Staff
3. Applicant Presentation (Elizabeth Barry)
4. Questions or Comments from the public can be sent to
Darren Shupe
 - Town Hall Front Desk, 354 Main Street;
 - (902) 679-2500;
 - dshupe@kentville.ca

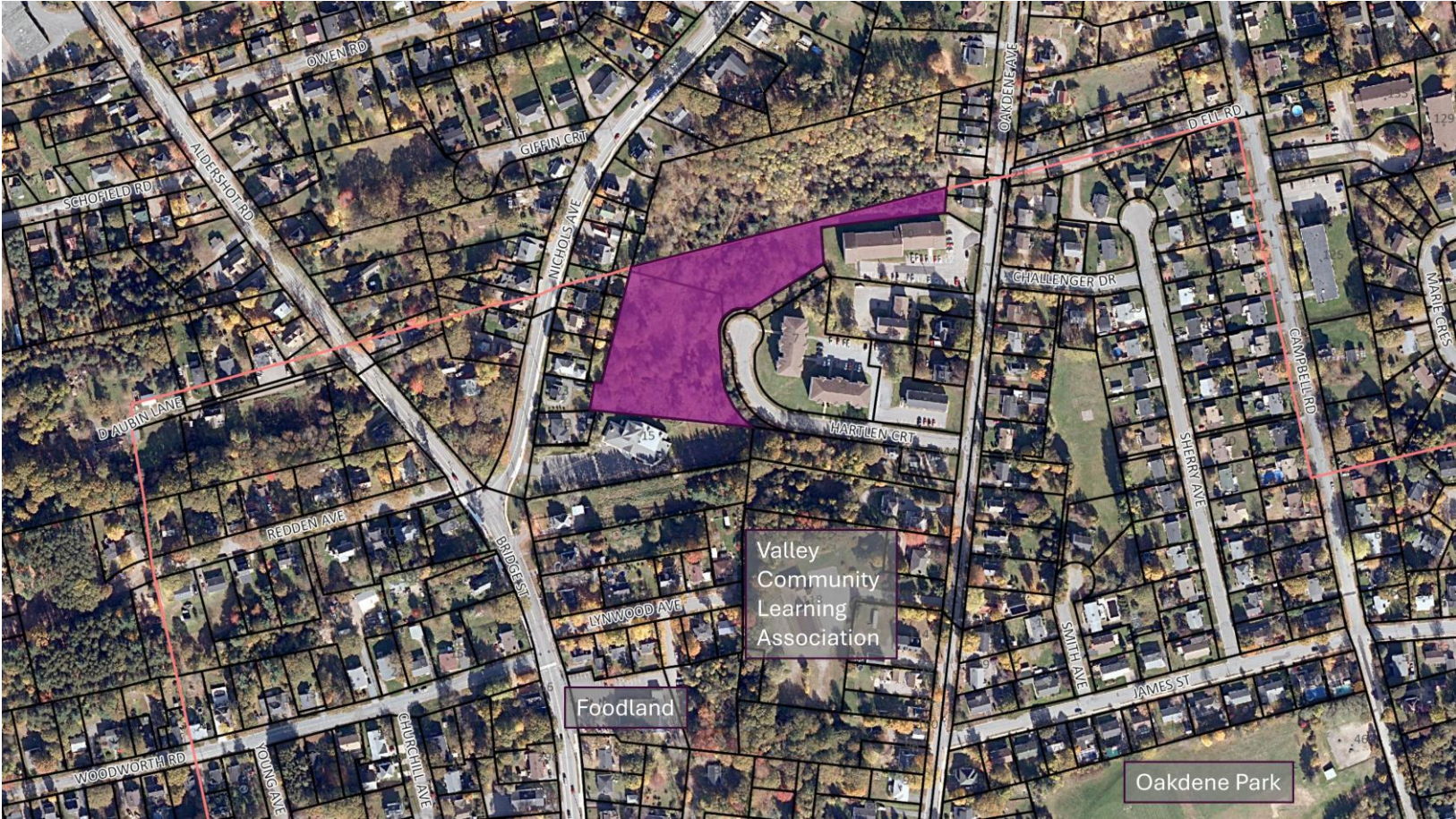
VIDA Living Development Agreement



- Development agreement application for a 56-unit residential development (application is specific to ~25 units in Town)
- Located at Hartlen Court/Oakdene Avenue (PIDs 55034300 and 55341473)

The purpose of the Public Participation Meeting is to provide an early opportunity for the public to receive information, discuss, and comment on the proposed development.

VIDA Living Development Agreement



Development Agreement

A development agreement is a binding legal agreement entered into between the Town and a property owner that can address specific details regarding the design and use of a proposed development.

The development agreement process allows Council to consider the unique opportunities and constraints facing each development proposal on a case-by-case basis.

VIDA Living Development Agreement



Municipal Government Act

Section 230 of the Municipal Government Act provides the legislative authority for Council to consider the adoption or amendment of development agreement by policy.

VIDA Living Development Agreement



Municipal Planning Strategy

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.

VIDA Living Development Agreement



Municipal Planning Strategy

Policy IM-11 of the MPS establishes the general criteria which must be considered for all development agreement applications. A full review of criteria will be conducted upon completion of the Public Participation Meeting.

VIDA Living Development Agreement



Municipal Planning Strategy

Policy IM-12 of the MPS provides Council with the ability to require additional information if they consider it pertinent to the development process.

VIDA Living Development Agreement



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.

VIDA Living Development Agreement



A “**multi-unit dwelling community**” is not defined in our planning documents. A definition we are considering in the development agreement is as follows:

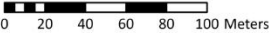
A **multi-unit dwelling community** is a development consisting of two or more residential units on a single parcel of land, or multiple adjoining lots, designed to accommodate multiple households.

These units may be arranged in various configurations and must include shared amenities such as parking, green spaces, recreational facilities, or other common areas.

VIDA Living Development Agreement

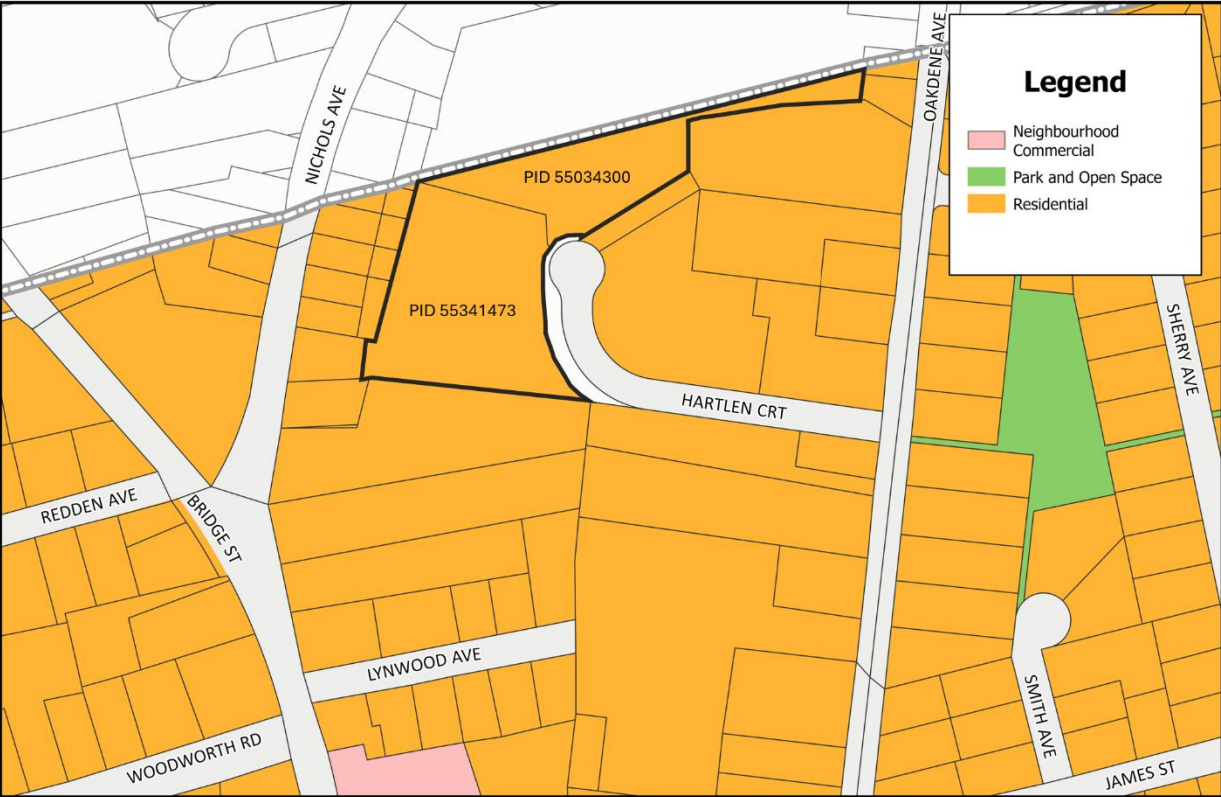


Generalized Future Land Use Map PID 55341473 and Portion of PID 55034300, Kentville



This map is a graphical representation of property boundaries which approximate the size, configuration and location of parcels. Any interpretation of this map must be confirmed with the Municipality in which the property is situated. To receive further clarification about the use of this Planning Document inquiries may be made to the Town of Kentville's Planning and Development Department.

Map by: Ben Croll, 2025



VIDA Living Development Agreement



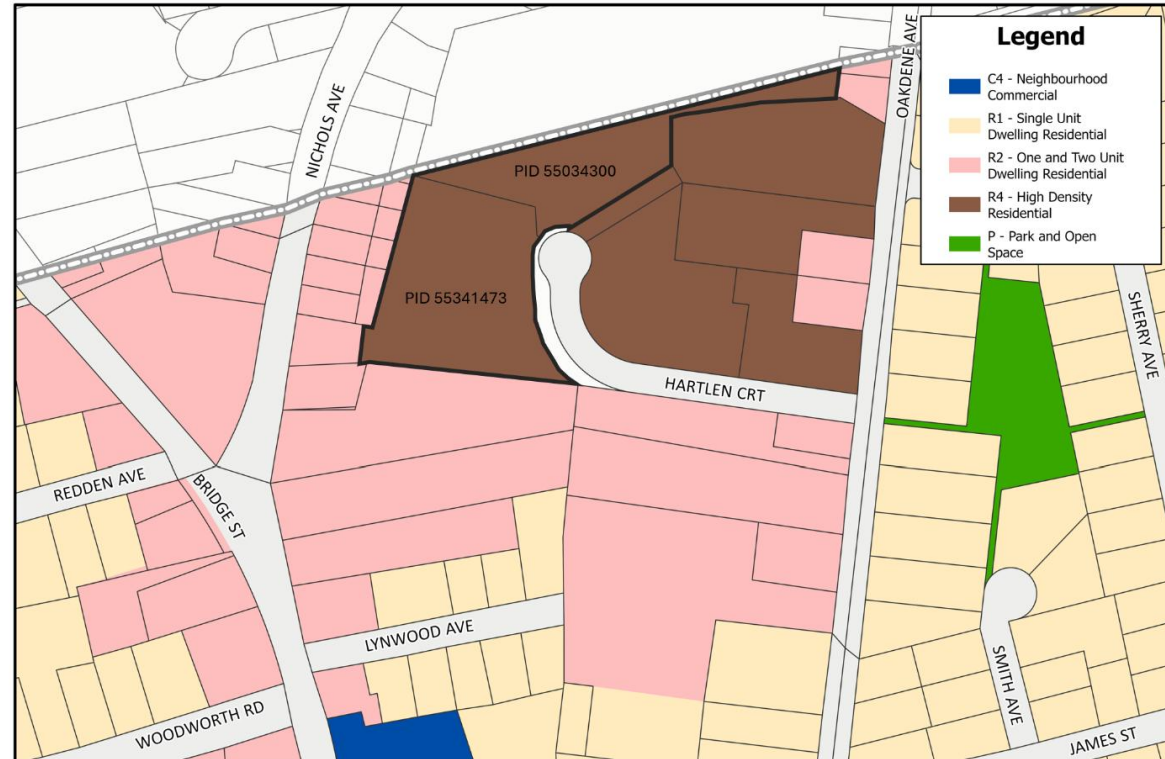
Zoning Map

PID 55341473 and Portion of PID 55034300, Kentville



This map is a graphical representation of property boundaries which approximate the size, configuration and location of parcels. Any interpretation of this map must be confirmed with the Municipality in which the property is situated. To receive further clarification about the use of this Planning Document inquires may be made to the Town of Kentville's Planning and Development Department.

Map by: Ben Croll, 2025



GENERAL NOTES

- All work is, at a minimum, to be completed in accordance with the National Building Code of Canada, latest edition, and in accordance with all other applicable codes, bylaws, and other legal requirements.
- All Federal, Provincial, and local ordinances, etc., shall be considered as part of the specifications for this building and shall take precedence over anything shown, described, or implied, if and when variances occur.
- The Builder is to check and verify all drawings for compliance with local building and zoning requirements and report any discrepancies prior to commencing construction.
- Structural lumber is to be No. 2 SPF or better, or the equivalent manufactured lumber product.
- Design and engineering of manufactured wood structural members, including floor joists, roof trusses, beams, columns, and trills, to be by supplier.
- This drawing does not take into account unknown site conditions such as soil bearing capacity, water tables, depth of bedrock, buried structures, etc.
- Remove all demolition debris and construction waste from the site except material and items specifically noted by the Owner to be left on site. Job site is to be left broom clean when the contract is complete.
- Structural engineering, if required, by others.

© Passive Design Solutions

Designs and drawings are the exclusive copyright of PDS. The drawings cannot be reproduced, modified, reused, published, presented or shared in any part or whole without written consent from PDS. Purchase of a plan set from PDS, provides a non-exclusive right to build a single home. Building more than one home is an infringement of the Copyright Act.

VIDA Living

VIDA Kentville Community

Harlen Court at Oakdene Ave, Kentville

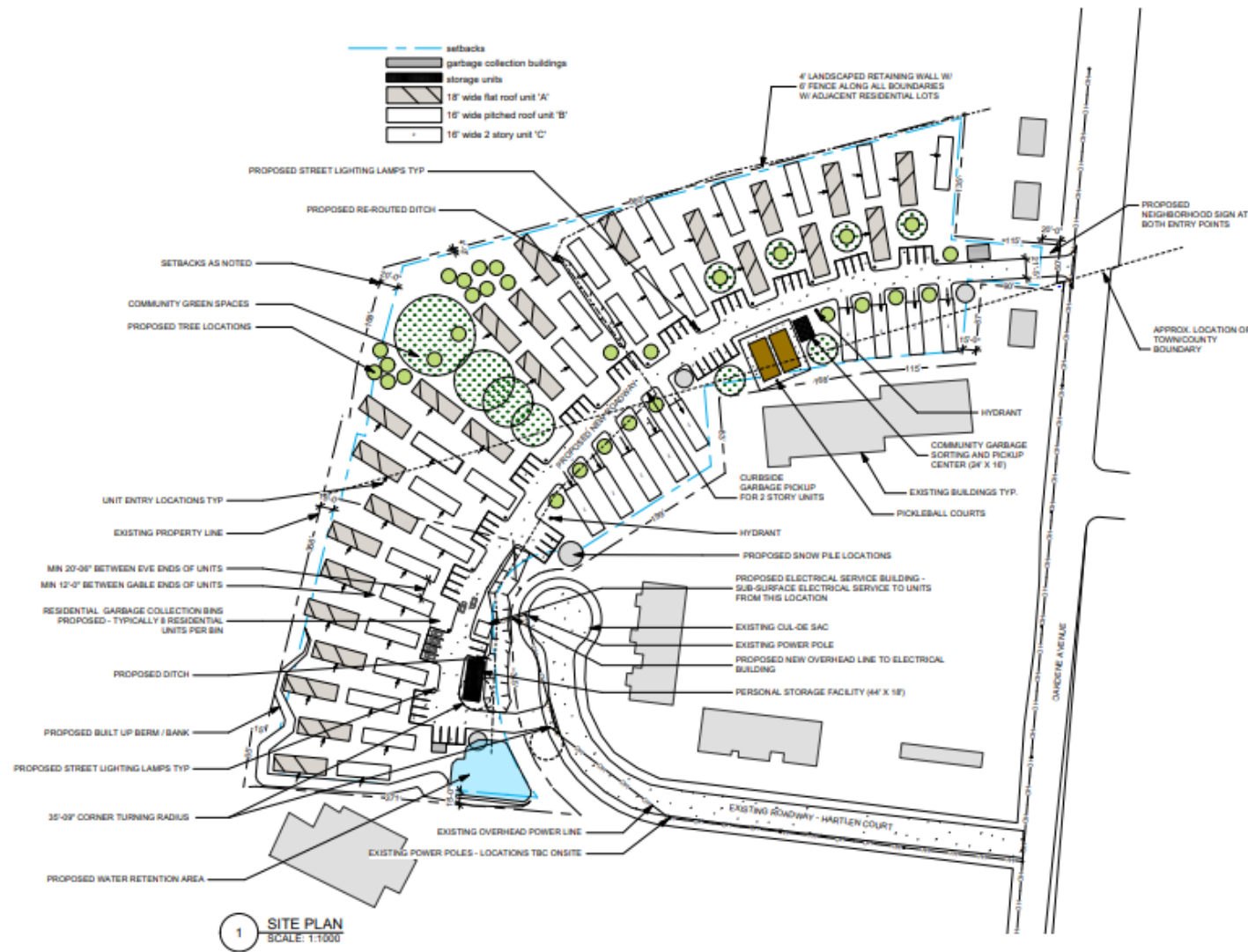
CONCEPT DESIGN DOCUMENTS
ISSUED FOR REVIEW

December 3, 2024

Site Plan

Drawn By: ZM Checked By: MA

A101



ZONING INFORMATION	
SITE LOCATION: Harlen Ct at Oakdene Ave, Kentville	
PID: 55341473 & 55034300	
	PROPOSED
NUMBER OF UNITS:	55
NUMBER OF PARKING SPACES:	64
MIN ALLOWED LOT AREA:	88,000
UNITS PER ACRE:	8.4 UNITS / ACRE
LOT FRONTAGE:	395
MAX BUILDING HEIGHT:	25'

SITE INFORMATION

SITE LOCATION: Harlen Ct at Oakdene Ave, Kentville		
PID: 55341473 & 55034300		
	AREA (SQ.M)	AREA (SQ.FT.)
LOT SIZE:	26985 SQ.M	290453 (6.67 Acres)
TOTAL BUILDING FOOTPRINT:	4850	52238
GROSS LIVING AREA:	5541	59716
GARAGE / OUTBUILDINGS:	240	2560
PAVED SURFACE:	3524	37720

SITE NOTES

- This plan is based on a topo survey by Strum Consulting, completed in 2022. Passive Design Solutions does not warrant the information provided on this plan.
- Landscaping must ensure positive drainage of storm water from around the building. A minimum slope of 1/2" per foot away from the dwelling is required for the first six feet. All other constructed grades are to be minimum 2% and maximum 3:1.
- Minimum vertical distance from underside of framing to finished grade is 8" except at garage doors.
- The Builder is responsible to check and verify all dimensions on this plan for compliance with local building and zoning requirements and report any discrepancies prior to commencing construction.
- This drawing set does not take into account site conditions such as soil bearing capacity, water tables, depth of bedrock, buried structures, local grading, etc.

Specific Regulations Considered in DA

- 20' setback between buildings
- Rear yard setback reduction
- Amenity space requirements considered for entire proposed development area (Town & County)

VIDA Living Development Agreement



Process



*soonest anticipated date, upon DA review by both parties

**anticipated dates; final dates set by Council

Questions and Comments

- Attendees
- Written

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, signage, outdoor display, outdoor storage, traffic, vehicle headlights, and noise;	To be reviewed by Development Officer and Traffic Authority
d) the adequacy of sewer services, water services, waste management services and stormwater management services;	To be reviewed by Director of Public Works
e) that the proposal contributes to an orderly and compact development pattern that makes efficient use of existing and new municipal infrastructure and services;	To be reviewed by Director of Public Works

f) the adequacy and proximity of schools;	To be reviewed by Director of Planning
g) the adequacy and proximity of recreation and community facilities;	To be reviewed by Director of Recreation
h) the adequacy of the road network in, and adjacent to, or leading to the development;	To be reviewed by Traffic Authority
i) the potential for the contamination or sedimentation of watercourses or for erosion;	To be reviewed by Director of Public Works/Planning
k) previous uses of the site which may have caused soil or groundwater contamination;	To be reviewed by Director of Public Works/Planning
l) suitability of the site in terms of grades, soil and bedrock conditions, location of watercourses, marshes, swamps or bogs;	To be reviewed by Director of Public Works/Planning
m) the ability of emergency services to respond to an emergency at the location of the proposed development;	To be reviewed by Director of Public Works

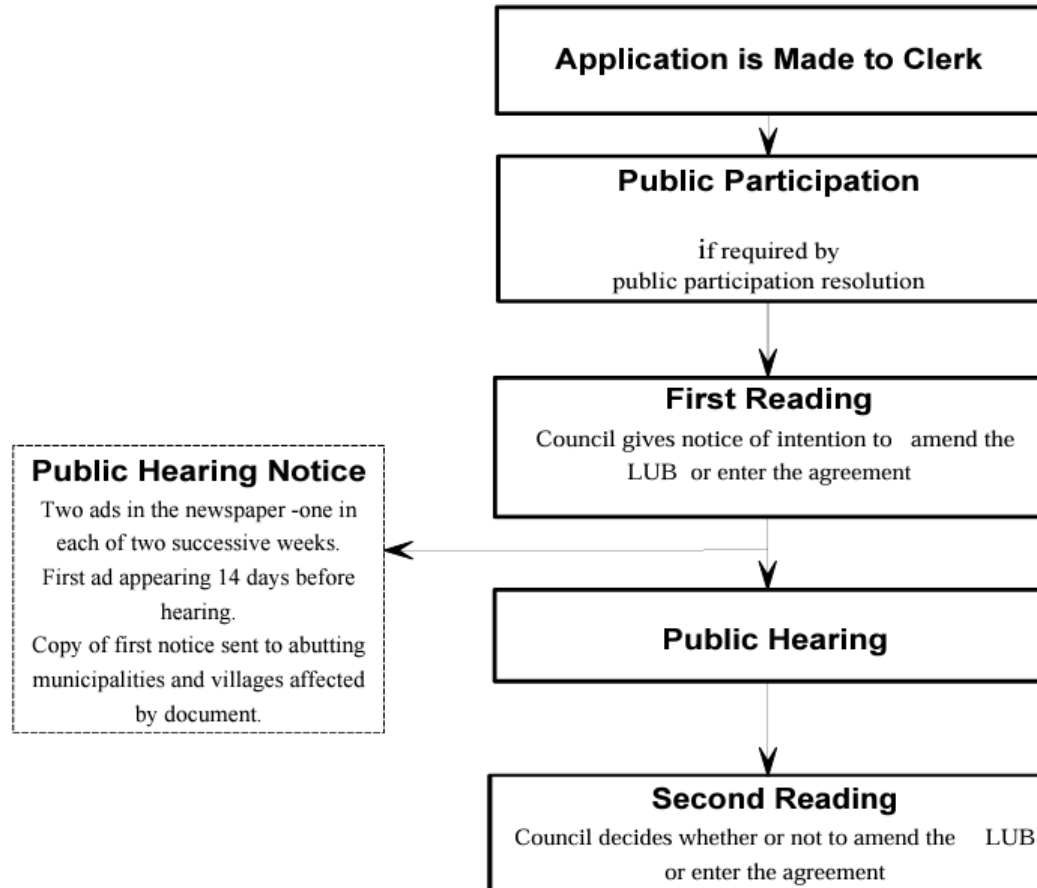
n) the financial ability of the Town to absorb any cost related to the development;	To be reviewed by Director of Public Works
o) that the proposed development would not have a negative impact or effect on natural watercourses, drinking water quality and supply, the Kentville Water Commission System Source Water Protection Area or other natural land features by way of contamination, erosion and sedimentation;	To be reviewed by Director of Planning
p) that the proposal is in conformance with the intent of this strategy and with the requirements of Town By-laws and regulations other than the Land Use By-law; and	To be reviewed by Director of Planning
q) the financial ability of the Town to absorb any costs relating to the amendment.	To be reviewed by Director of Finance

Policy IM-12 15.10.3 It shall be the intention 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 information to be pertinent to the development process.	

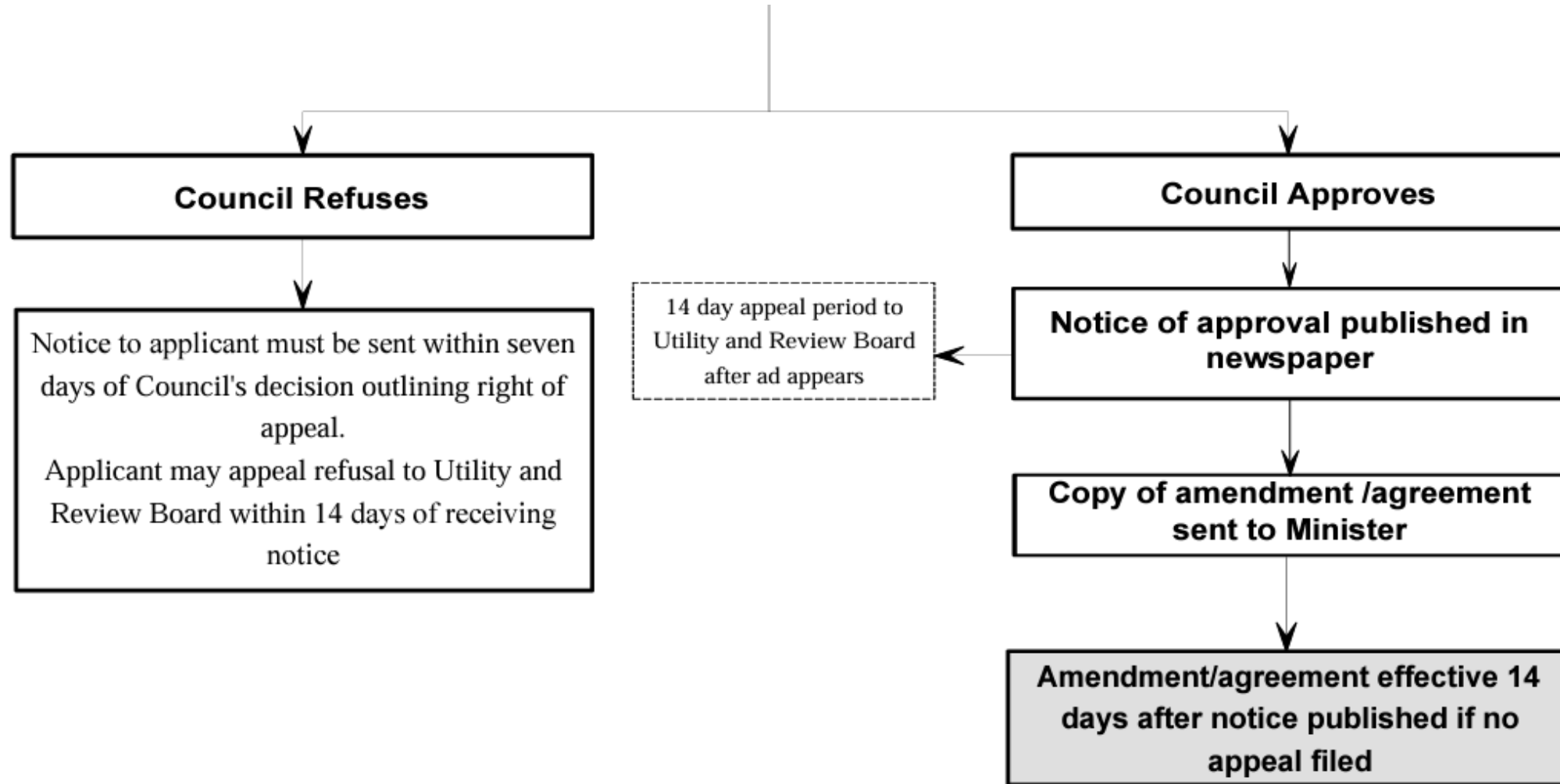
VIDA Living Development Agreement



Chart 2 - Land Use Bylaw 1 / Development Agreement Approval Process



VIDA Living Development Agreement



VIDA Living Development Agreement



Content of development agreement

- 227 (1) A development agreement may contain terms with respect to
- (a) matters that a land-use by-law may contain;
 - (b) hours of operation;
 - (c) maintenance of the development;
 - (d) easements for the construction, maintenance or improvement of watercourses, ditches, land drainage works, storm-water systems, wastewater facilities, water systems and other utilities;
 - (e) grading or alteration in elevation or contour of the land and provision for the disposal of storm and surface water;
 - (f) the construction, in whole or in part, of a stormwater system, wastewater facilities and water system;
 - (g) the subdivision of land;
 - (ga) requiring off-site improvements that are necessary to support the development or accepting the payment of money in lieu of such improvements;
 - (h) security or performance bonding.

VIDA Living Development Agreement



- (2) A development agreement may include plans or maps.
- (3) A development agreement may
 - (a) identify matters which are not substantive or, alternatively, identify matters that are substantive;
 - (aa) identify if the variance provisions are to apply to the development agreement;
 - (b) provide for the time when and conditions under which the development agreement may be discharged with or without the concurrence of the property owner;
 - (c) provide that upon the completion of the development or phases of the development, the development agreement, or portions of it, may be discharged by council;
 - (d) provide that if the development does not commence or is not completed within the time specified in the development agreement, the development agreement or portions of it may be discharged by council without the concurrence of the property owner. 1998, c. 18, s. 227; 2003, c. 9, s. 59; 2024, c. 3, s. 90.

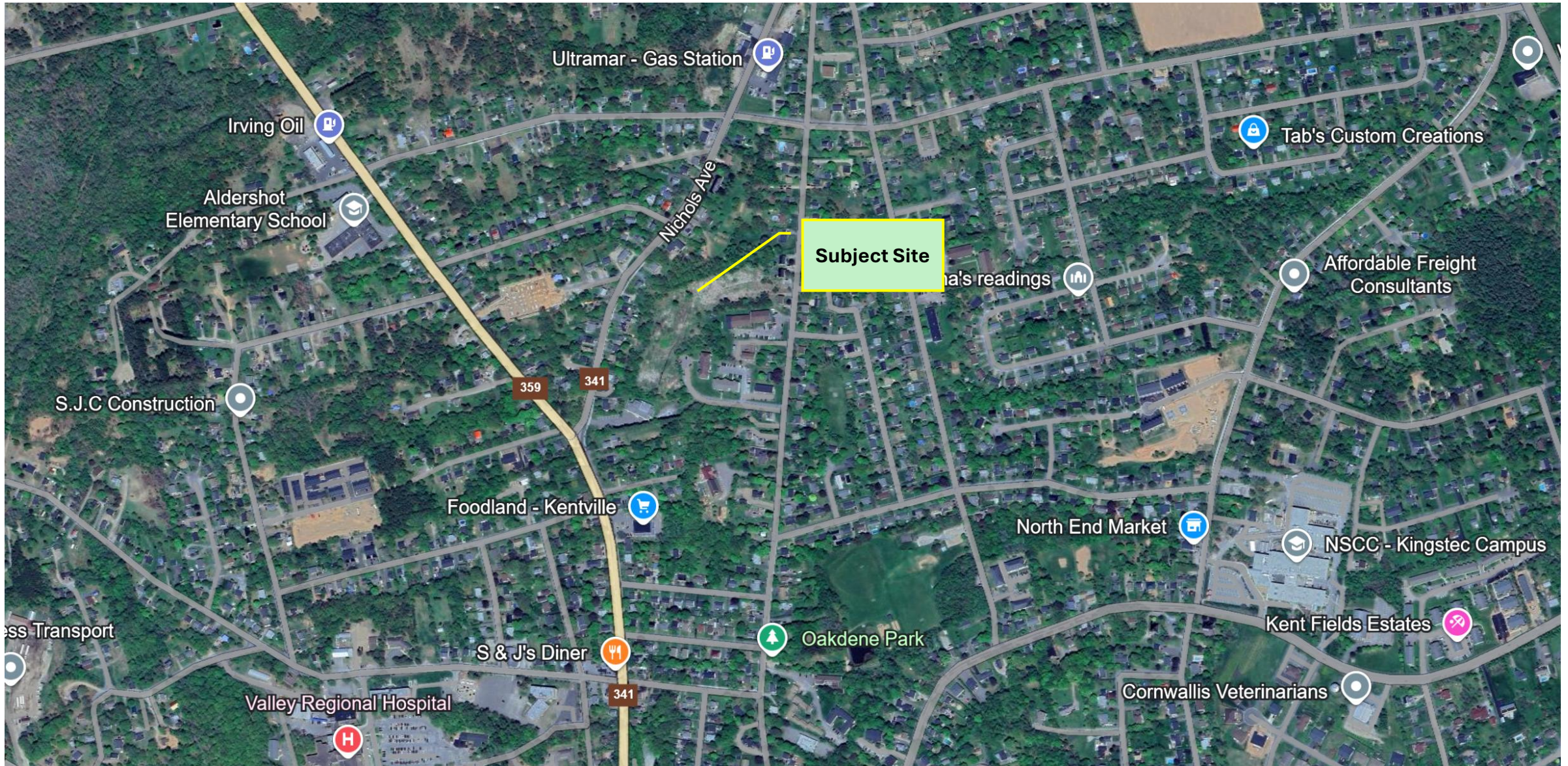
Public Participation Meeting



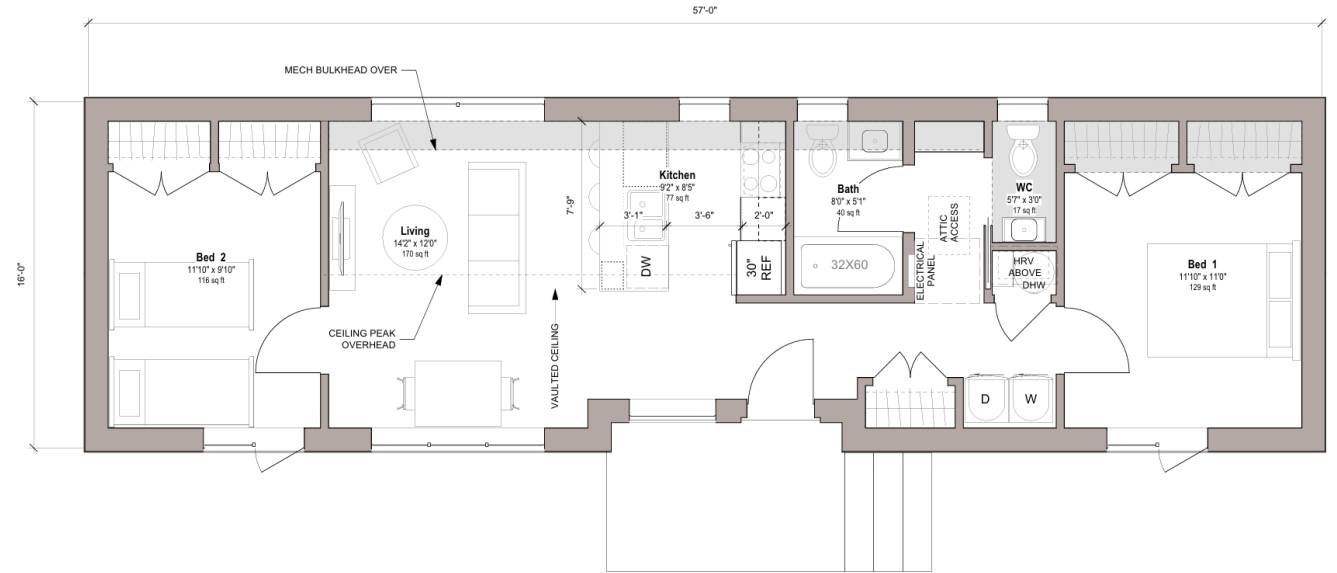
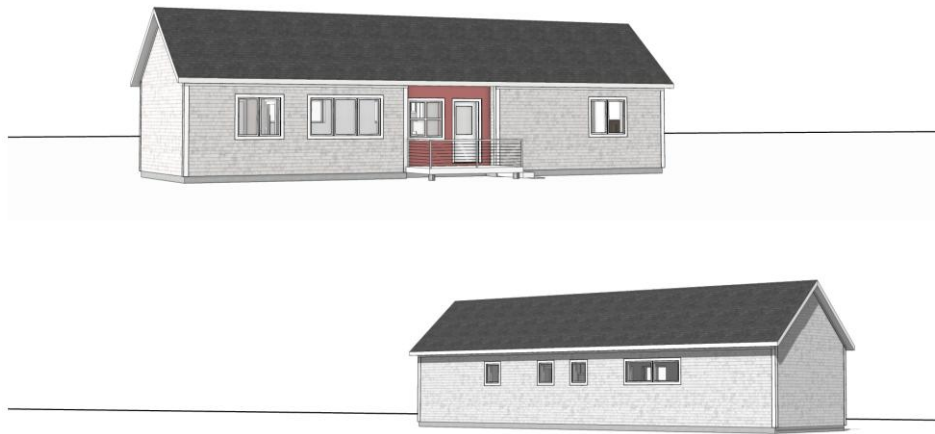
VIDA Living Development Agreement Application

February 4, 2025
Oakdene Ave & Hartlen Court
Kentville, NS

Site Context

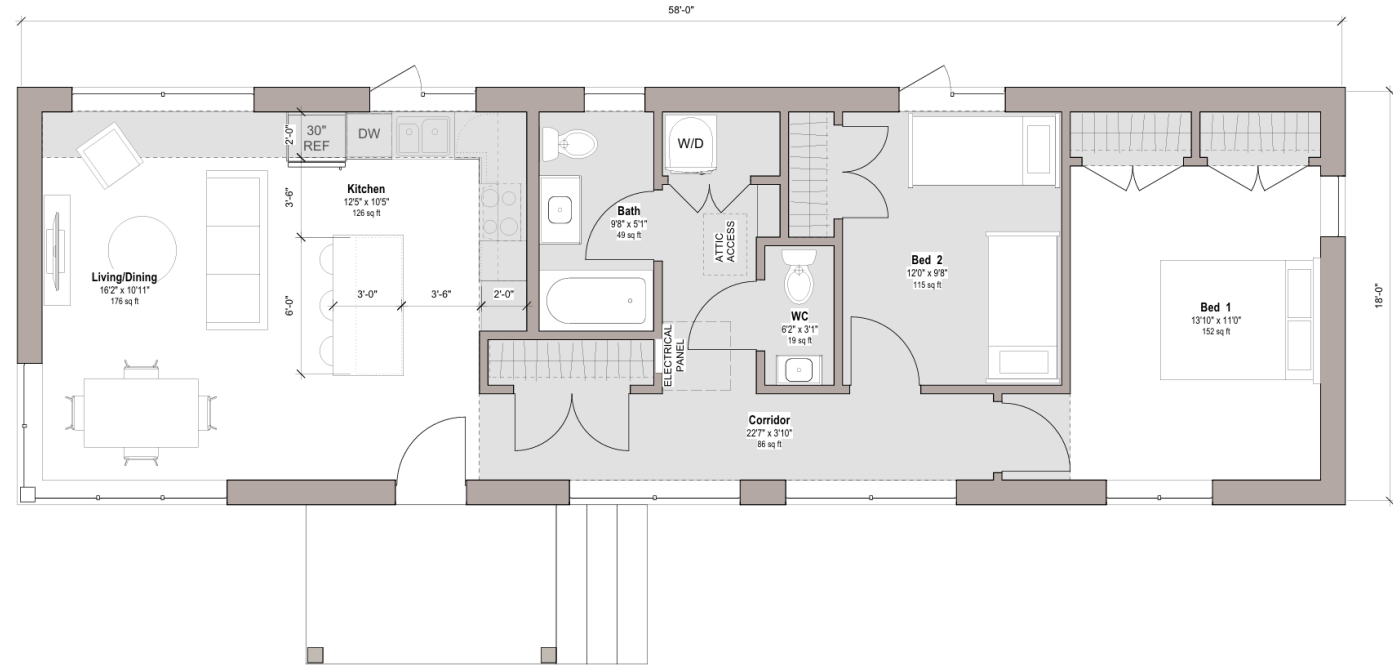


Residence Type "A"



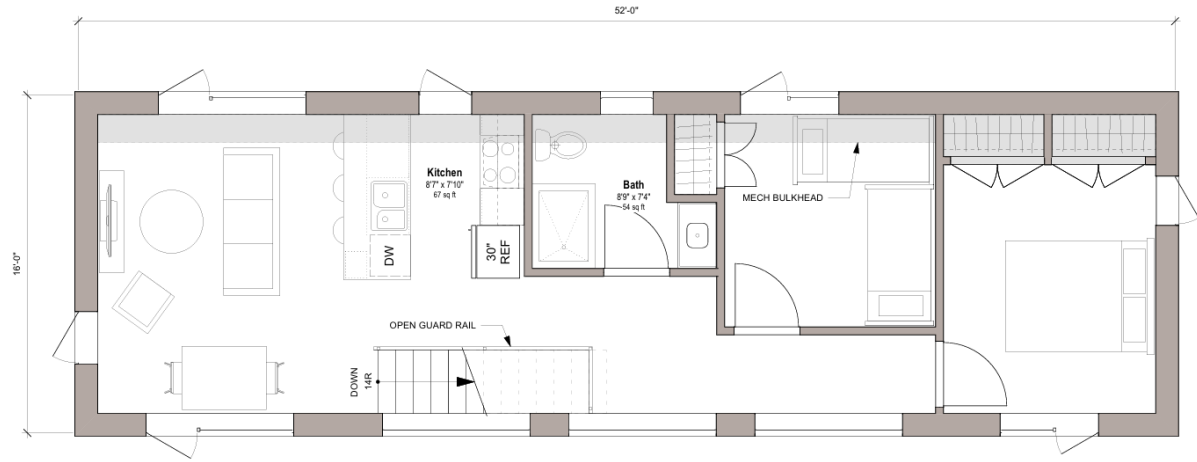
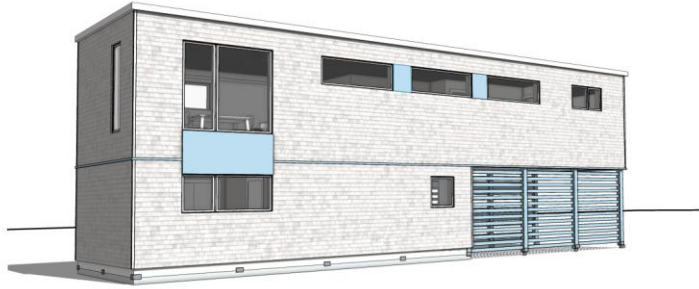
1 GROUND FLOOR PLAN - A
SCALE: 1/4" = 1'-0"
GROSS LIVING AREA: 897 SQ.FT.

Residence Type "B"

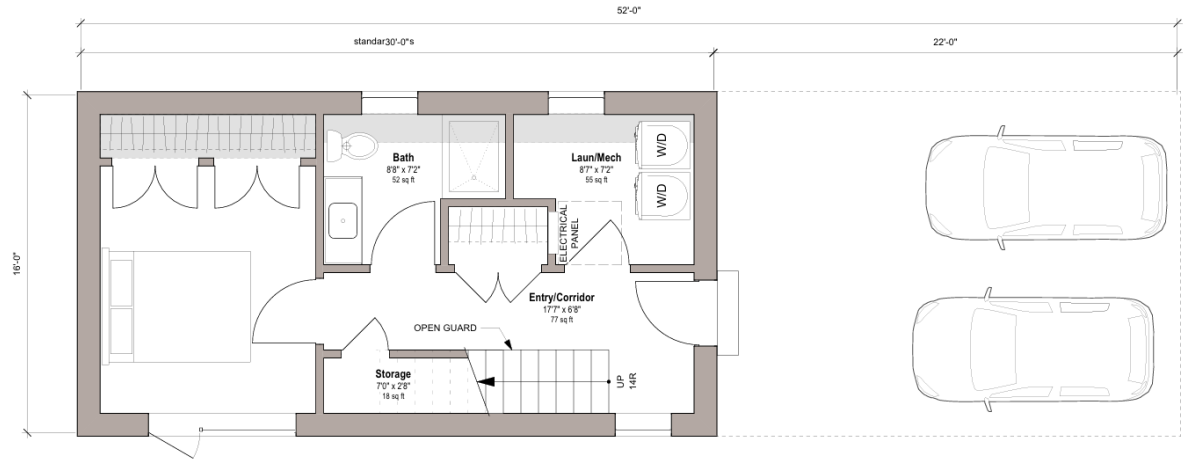


1 GROUND FLOOR PLAN - B
SCALE: 1/4" = 1'-0"
GROSS LIVING AREA: 1,044 SQ.FT.

Residence Type "C"



2 SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"
GROSS LIVING AREA: 832 SQ.FT.



1 GROUND FLOOR PLAN
SCALE: 1/4" = 1'-0"
GROSS LIVING AREA: 480 SQ.FT.



















**Town of Kentville
Staff Report to Council Advisory Committee
For the Month of January 2025
Department of Parks and Recreation
Presented on February 10th, 2025**

Administration and Operations

Summer Employment opportunities to be posted in February

- Summer Recreation Manager
- Day Camp Director
- Day Camp Leaders (x4)
- Outreach Leaders (x3)
- Active Transportation Facilitator - The Active Transportation Facilitator will focus on facilitating programs and events that increase opportunities to utilize our trail systems, and build capacity in biking, hiking and walking for all ages.
- Outdoor Education Facilitator - The Outdoor Education Facilitator will focus on inspiring connections to nature and fostering a love for the outdoors and environmental literacy.
- Summer Park Staff

Community Development Placements – Acadia University:

- We have two students starting a 9-week placement in February – they will be focusing on amplifying and expanding on our equipment loan program, outdoor education workshops, active transportation opportunities, and revitalizing the Kentville Plays initiative.

Staff have applied to the Clean Foundation employment grant for a 15-week employment opportunity. The Clean Foundation covers 60% of the wages for the employee if successful and they screen the applicants. The focus of the student position would be the following:

- Hemlock Conservation – Planning and implementing of Hemlock Woolly Adelgid (HWA) measurements and treatments at the Gorge
- Biodiversity Plan for the Town of Kentville
- Bird Friendly Community Initiative

Facilities and Operations

Staff have received positive community feedback for implementing the practice of plowing the paved section of trail through Memorial Park when snow covered.

Harvest Moon Trail from Leverett Ave. to Eaves Hollow remains closed due to utility system repairs by the County of Kings

Programs and Operations

Outdoor Education Initiative: Hosted the first of three Outdoor Play Workshops with the Kings County Family Resource Centre to support day home providers with educational and experiential learning for being outside more often.

Adventure Hub Initiative: loans continue to go well, with more of our adaptive equipment seeing use (including the sit-ski and wheel-blades). To request an equipment loan, please fill out the survey at www.kentville.ca/ELP. There will be an Adventure Hub Open House Try-It event on February 17th as a part of the Fire & Ice Festival, more details can be found on the event website: www.kentville.ca/fire-ice.

Events that occurred in January:

- No events occurred in the month of January

Upcoming Events in February:

- Annual Art Lightfoot High School Boys Hockey Tournament will have been hosted at Kentville Arena February 6 – 9
- Division 2 Regional High School Playoffs to be hosted at Kentville Arena February 28 – March 2
- Fire & Ice - Full schedule of events and activities will be shared on kentville.ca/fire-ice
 - Events run from Friday Feb 14th to Monday Feb 17th

Community Outreach

African Heritage Month (February 1-28th)

Walking Through History: Kentville's African Heritage Walk

- As part of the province-wide celebrations for African Heritage Month, the Town of Kentville is showcasing the African Heritage Walk—a unique outdoor educational experience along the Kentville Rail Trail. This engaging self-guided walk features a series of weather-resistant banners that highlight over 400+ years of African Nova Scotian history, resilience, and contributions of local black communities like Pine Woods and Gibson Woods to the achievements of notable figures such as Rev. Dr. William Pearly Oliver, Orval Browning, Bryan Gibson and other amazing local African Nova Scotians to this region. The walk brings local history to life in

an engaging and meaningful way. The initiative combines education with physical activity, creating an engaging and reflective journey for people of all ages.

Council Related

Kentville's Accessibility Committee:

- Nothing to report at this time.

Kentville's Active Transportation Plan:

- Nothing to report at this time.

Regional Recreation Complex:

- Nothing to report at this time.

Respectfully Submitted,



Craig Langille

Director of Parks and Recreation

Conditions Assessment & Feasibility Study – Survey Results TOK202404

Meeting Date: February 10, 2025
Department: Parks and Recreation
Strategic Priority: Parks, Facilities & Trails

RECOMMENDATION

No recommendation in report.

SUMMARY

Staff held an engagement session and an online survey to gather further information on the options provided in the Conditions Assessment and Feasibility Study for the Centennial Arena. Based on the results (196 respondents), 72% of respondents stated the need for building a new facility at a new location with over 50% of total respondents believing a twin pad arena is the solution.

If Council were to consider options 1B, 2B, or 3B (New builds on existing location), this would require being without an arena for 2-4 years due to demolition and reconstruction of an arena, displacing a multitude of users in our community for that time period.

If building a new facility at a new location (Option 4 & 5) is the desire of council, there is a potential to keep the existing Centennial Arena operating until the opening of the new arena, to ensure there is no displacing of users. Currently, the Town does not have property available for the development of an arena and it would need to seek land for purchase.

BACKGROUND

The Town of Kentville hired DSRA Consulting to conduct a Conditions Assessment and Feasibility Study for the Centennial Arena. The report was developed to help support in determining whether its current facility, the Kentville Centennial Arena, can be maintained and fit for purpose for the next 25 years, or if the Town should focus on the need for a new facility to meet community needs and accessibility requirements. The final report submitted by the consultants had prioritized five different options for replacing/renovating the current arena:

1. Option 1
 - a. Renovations to existing arena - \$16,740,096

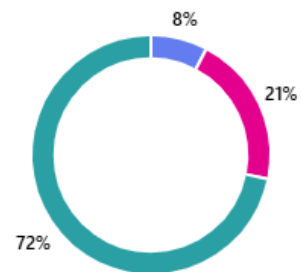
- b. New build arena with same amenities and size on existing location - \$32,655,896
- 2. Option 2
 - a. Renovations with front addition and seating upgrades - \$22,737,696
 - b. New build with multifunction room and seating upgrades on existing location - \$35,203,896
- 3. Option 3
 - a. Renovations with upgrades and NHL size rink - \$27,676,896
 - b. New build arena with upgrades including NHL size arena on existing location - \$37,446,136
- 4. Option 4 – New build arena and community room at a new location - \$59,178,000
- 5. Option 5 – New build with twin pad arena - \$79,000,000

DISCUSSION

Mayor and Council directed staff to gather additional feedback from the community regarding the options provided by the consultant and which option best suited their needs. Staff held an engagement session at the Fire Hall on December 5, 2024 from 3:00pm – 8:00pm along with posting the survey on the Town Website for 23 days. There were 196 survey responses in total and the below are the following questions along with responses:

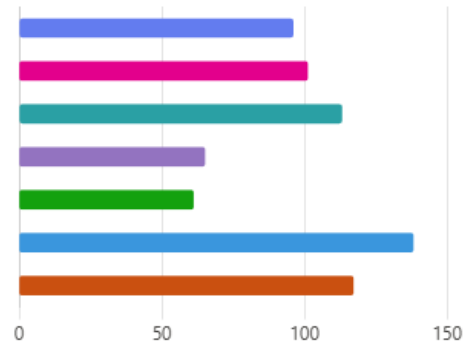
1. Do you feel the Town of Kentville should:

● Not make further investments in the arena for its current purpose	15
● Refurbish/rebuild the arena in the existing location	40
● Build a new arena in a new location	140



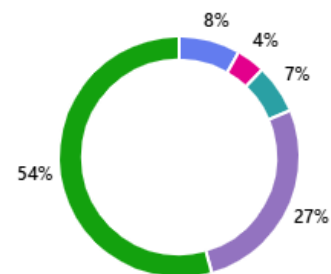
2. If the Town of Kentville was to refurbish or rebuild - what amenities should be prioritized?

● Larger ice surface	96
● Comfortable seating	101
● Multifunction room	113
● Expanded kitchen/canteen	65
● Larger dressing rooms	61
● Walking track	138
● Expanded parking	117



3. The proposed options are outlined in this image, which option do you think would be best for the Town of Kentville?

● Option 1 - Renovate to existing ONLY	15
● Option 2 - Front Expansion	7
● Option 3 - Ice Rink Extension	12
● Option 4 - New Build - 1 Ice Surface	49
● Option 5 - New Build - 2 Ice Surfaces	99



Key findings from the survey:

- 72% of responses stated the need for building a new facility
- Majority of responses echoed the need for additional amenities to be included with the arena, which many are included in the prospect of a Regional Recreation Centre
- Over 50% of respondents believe there is a need for twin pad arena at a new location
- 34/196 respondents thought that renovations would be the best direction

IMPACT ON STRATEGIC PRIORITIES

If Council were to consider options 1B, 2B, or 3B (New builds on existing location), this would require being without an arena for 2-4 years due to demolition and reconstruction of an arena, displacing a multitude of users in our community for that time period.

If building a new facility at a new location (Option 4 & 5) is the desire of council, there is a potential to keep the existing Centennial Arena operating until the opening of the new arena, to ensure there is no displacing of users. Currently, the Town does not have

property available for the development of an arena and it would need to seek land for purchase.

ATTACHMENTS AND LINKS

Arena Survey Document

Conditions Assessment & Feasibility Study – Survey Results TOK202404

Meeting Date: February 10, 2025
Department: Parks and Recreation
Strategic Priority: Parks, Facilities & Trails

RECOMMENDATION

No recommendation in report.

SUMMARY

Staff held an engagement session and an online survey to gather further information on the options provided in the Conditions Assessment and Feasibility Study for the Centennial Arena. Based on the results (196 respondents), 72% of respondents stated the need for building a new facility at a new location with over 50% of total respondents believing a twin pad arena is the solution.

If Council were to consider options 1B, 2B, or 3B (New builds on existing location), this would require being without an arena for 2-4 years due to demolition and reconstruction of an arena, displacing a multitude of users in our community for that time period.

If building a new facility at a new location (Option 4 & 5) is the desire of council, there is a potential to keep the existing Centennial Arena operating until the opening of the new arena, to ensure there is no displacing of users. Currently, the Town does not have property available for the development of an arena and it would need to seek land for purchase.

BACKGROUND

The Town of Kentville hired DSRA Consulting to conduct a Conditions Assessment and Feasibility Study for the Centennial Arena. The report was developed to help support in determining whether its current facility, the Kentville Centennial Arena, can be maintained and fit for purpose for the next 25 years, or if the Town should focus on the need for a new facility to meet community needs and accessibility requirements. The final report submitted by the consultants had prioritized five different options for replacing/renovating the current arena:

1. Option 1
 - a. Renovations to existing arena - \$16,740,096

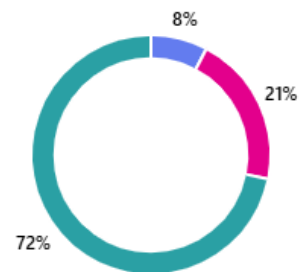
- b. New build arena with same amenities and size on existing location - \$32,655,896
- 2. Option 2
 - a. Renovations with front addition and seating upgrades - \$22,737,696
 - b. New build with multifunction room and seating upgrades on existing location - \$35,203,896
- 3. Option 3
 - a. Renovations with upgrades and NHL size rink - \$27,676,896
 - b. New build arena with upgrades including NHL size arena on existing location - \$37,446,136
- 4. Option 4 – New build arena and community room at a new location - \$59,178,000
- 5. Option 5 – New build with twin pad arena - \$79,000,000

DISCUSSION

Mayor and Council directed staff to gather additional feedback from the community regarding the options provided by the consultant and which option best suited their needs. Staff held an engagement session at the Fire Hall on December 5, 2024 from 3:00pm – 8:00pm along with posting the survey on the Town Website for 23 days. There were 196 survey responses in total and the below are the following questions along with responses:

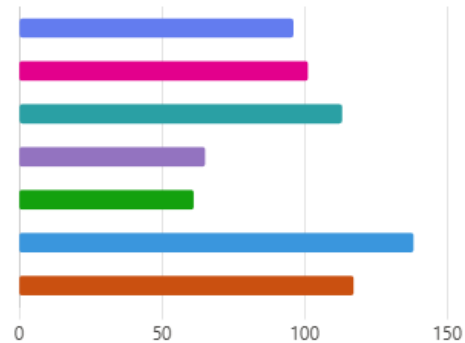
1. Do you feel the Town of Kentville should:

● Not make further investments in the arena for its current purpose	15
● Refurbish/rebuild the arena in the existing location	40
● Build a new arena in a new location	140



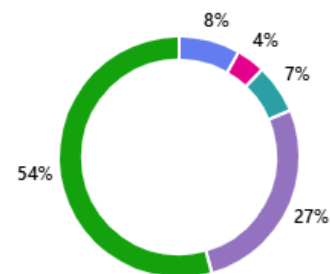
2. If the Town of Kentville was to refurbish or rebuild - what amenities should be prioritized?

● Larger ice surface	96
● Comfortable seating	101
● Multifunction room	113
● Expanded kitchen/canteen	65
● Larger dressing rooms	61
● Walking track	138
● Expanded parking	117



3. The proposed options are outlined in this image, which option do you think would be best for the Town of Kentville?

● Option 1 - Renovate to existing ONLY	15
● Option 2 - Front Expansion	7
● Option 3 - Ice Rink Extension	12
● Option 4 - New Build - 1 Ice Surface	49
● Option 5 - New Build - 2 Ice Surfaces	99



Key findings from the survey:

- 72% of responses stated the need for building a new facility
- Majority of responses echoed the need for additional amenities to be included with the arena, which many are included in the prospect of a Regional Recreation Centre
- Over 50% of respondents believe there is a need for twin pad arena at a new location
- 34/196 respondents thought that renovations would be the best direction

IMPACT ON STRATEGIC PRIORITIES

If Council were to consider options 1B, 2B, or 3B (New builds on existing location), this would require being without an arena for 2-4 years due to demolition and reconstruction of an arena, displacing a multitude of users in our community for that time period.

If building a new facility at a new location (Option 4 & 5) is the desire of council, there is a potential to keep the existing Centennial Arena operating until the opening of the new arena, to ensure there is no displacing of users. Currently, the Town does not have

property available for the development of an arena and it would need to seek land for purchase.

ATTACHMENTS AND LINKS

Arena Survey Document

Aquatic Assessment Report, Aquatic Design & Engineering TOK202501

Meeting Date: February 10, 2025
Department: Parks and Recreation
Strategic Priority: Parks, Trails, and Facilities

Recommendation

Based on the recommendations from the Aquatic Assessment report, staff recommend a 1-year closure of the Town of Kentville Memorial Pool, with an allocation of \$3,100,00 for The 2025-2026 fiscal year, to complete all recommended upgrades

SUMMARY

This report highlights the extensive staff research, and the items identified in completion of an Aquatic Assessment Report by Aquatic Design and Engineering, on the Town of Kentville's Memorial Pool. Staff have prepared this report to inform Council on the information provided by the Aquatic Assessment Report, which was completed in December 2024. The report came with several key recommendations for Council's consideration regarding the pool facility and the need for extensive repairs and upgrades to extend the lifespan of the facility as well as enhance experience and safety for pool users and staff.

BACKGROUND

The Memorial Park Outdoor Pool is a standard 6-lane, 25-meter, L-shaped pool that was built in the late 1950's and opened to the public in 1960. The facility has been in operation for 64 years, more than double the average expected useful life of Canadian outdoor pool facilities according to data presented by Statistics Canada in 2022.

The pool tank's concrete structure shows signs of advanced deterioration, and the standard spot repairs and patch work completed annually by parks staff has proven to be insufficient in recent years. The pool deck (also concrete, poured in 2013) is cracking and heaving to the point it also must be patched annually to avoid tripping hazards, and the filtration system's plumbing has been leaking for over 20 years; this carries the implication of increased wear on plumbing equipment due to the water hammer experienced during daily system restarts, and financial expenditures associated with both regularly adding domestic water and increased monitoring requirements during operation. Past investigations have been unable to locate the issue, as the plumbing is completely covered by concrete. This leaves the skimmers and the mechanical room as the only access points to the facility's sanitary and circulatory systems. These issues have raised concerns among staff regarding both the safety and longevity of the aging facility.

Following completion of the shutdown procedures in fall 2024, it was determined that further investigation would be required to make an informed decision on the future of Kentville's Memorial Park Outdoor Pool.

The findings during last season's shut down included further advancement of pool tank concrete deterioration, and the discovery of high groundwater table throughout the property during a utility repair. Staff reached out to the Recreation Facilities Association of Nova Scotia for industry contacts and Aquatic Design and Engineering out of Waterloo, Ontario was recommended and retained by staff in October to provide a high-level technical report outlining the general condition of the swimming pool tank, deck, and sanitary systems (chemical balancing and filtration). The purpose of the report is to provide commentary based on a non-invasive inspection. From the observations, they were then able to provide recommendations to address any deficiencies and outline a path forward for the facility's rehabilitation.

DISCUSSION

Staff provided any available information relevant to the Memorial Park Outdoor Pool to the consultants throughout the fall of 2024, and an in-person assessment of the pool structures, sanitary systems, and mechanical room occurred on December 23, 2024. The investigations revealed multiple areas of concern that require significant attention to bring the pool up to current facility standards and safety regulations.

The following recommendations were received in the Aquatic Assessment Report. They are listed below in order of priority:

1. Due to the condition of the pool tank, it is recommended that the tank be stripped back to what remains salvageable of its original concrete structure with water blasting. The tank would then be rebuilt from this base with new concrete. It is important to note that following this refinishing work, the 65-year-old base structure would remain, compromising the expected useful life associated with a full rebuild.
2. Health and Life-Safety items required by 2014 NS Aquatic Guidelines include:
 - a. Emergency telephone on the pool deck
 - b. Emergency 'STOP' button on pool deck that shuts down the circulatory plumbing system, complete with an audible and visual alarm
 - c. Safety grilles on skimmer openings in the pool tank
3. Skimmers (12) are thought to be original to the system, aside from two that were replaced with the pool's deck in 2013. The recommended service life of these units is 10 years, and the couplings and transitions around these units have been suspected by both staff and contractors as the culprit of the leak(s).
4. It is recommended that exterior double doors be installed in the mechanical room granting access from the pool deck. This would better accommodate replacements, upgrades, and additions to the pool system. As the room currently sits, its partial demolition would be required to complete the filtration system upgrades.

5. The pool’s filters should be replaced, as they are believed to be original to the facility. An additional filter (making 3 in total) is required to support the turnover rate recommended in the 2014 NS Aquatic Guidelines for a pool of this size. The installation of three new filters would require the replacement of all circulatory piping, the main pump, and the skimmers to facilitate the flow requirements of an upgraded system.
6. Due to the condition of the concrete, as well as historical issues with water loss, it is recommended that the pool deck be removed and replaced completely. This would also present an opportunity to improve accessibility to mechanical components.
7. It was recommended that a perforated weeping tile system with a site well and hydrostatic relief valves be installed to mitigate any underground pressure imposed on the structures (deck, tank, piping, etc.) by groundwater.

*Please note that these repairs could carry additional unforeseen costs and timeline implications not reflected in this report due to the age of the infrastructure, and invasive nature of the work required.

IMPACT ON STRATEGIC PRIORITIES

The Memorial Park Outdoor Pool has been in operations for 64 years. If repairs are not completed, or a new facility is not built in its replacement, then the Town of Kentville would be losing a valuable recreational asset in the community. This asset provides employment opportunity for youth, programming for all ages, access to swimming lessons, and allows play for all in our community.

Memorial Park Outdoor Pool Data 2022-2024			
	2022	2023	2024
Aquafit Participants	20	49	88
Swim Lessons Taught	72	90	96
Students Employed	10	9	11
Average Daily Users	Unavailable	Unavailable	70

JURISDICTIONAL SCAN

Discussions continue surrounding the opportunity to build a Regional Recreation Centre in the Annapolis Valley that would include an aquatic centre.

The Acadia University Aquatic Centre and the Waterville Pool are aging infrastructure assets, which indicates that there are three aging recreational pool facilities currently servicing the Annapolis Valley. The next closest pools outside of these three aging facilities are the Greenwood Community Centre (45km from Kentville) and Hantsport Outdoor Pool (33kms from Kentville).

During the consultation and research process to date, staff were informed of two HRM based contractors that perform pool tank work. One was recommended by Aquatic Design

and Engineering for the water blasting and concrete repair outlined in this report, and the other was referred by Town of Mahone Bay staff, as they recently performed a pool tank repair and liner installation on their public pool. However, this second method of repair is not applicable to our facility.

In 2022, Statistics Canada published data on the expected useful life of recreation facilities in both urban and rural municipalities:

- The average useful life of an outdoor pool in a rural community was 28 years; again, this is less than half of the useful life experienced by the Memorial Park Outdoor Pool to this point.

RELATED COUNCIL DISCUSSIONS

Council received the initial pool condition report from the November 12, 2024 Council Advisory Committee.

Ongoing council discussion around financial support for a Regional Recreation Facility in Kings County that would include an aquatic centre.

TIMELINE

Completing all recommended work as a single project has been estimated to take one year.

Completing the pool tank repair alone has been estimated to take 10 weeks from first day of construction to swimmable conditions.

A complete demolition and rebuild was also estimated to take one year.

None of the proposed timelines account for procurement processes, initial consultations, material lead times, contractor and subcontractor availability, unforeseen issues in the construction process, or stalls due to environmental factors such as weather.

In the research process, staff have consulted with local aquatic industry connections, and other NS municipalities that also operate public pool facilities. These conversations have revealed that any multifaceted retrofits of this scale require firms from out-of-province. For instance, the most recent large-scale upgrades to the Town of Truro's pool were completed by an Alberta based company, the upgrade to that facility completed 20 years prior was done by a company based out of Manitoba and Saskatchewan. As mentioned, the consultation and conditions report referenced in this document was sourced from a firm in southern Ontario as options are limited in Atlantic Canada regarding large scale specialty aquatics facility services. Delays related to nationwide procurement processes, travel times, contractor availability, and material lead times could be experienced due to our proximity to these services.

Staff have contacted the Halifax Regional Municipality based landscape company recommended by Aquatic Engineering and Design to perform pool tank refinishing. The communication from staff was that we plan on having the pool tank repaired as soon as possible.

The likelihood of a landscaping company having absolute availability through the upcoming spring/early summer season must also be considered in conversations regarding the immediate direction of the facility.

BUDGET IMPLICATIONS

Budgeted Costs to Repair Memorial Park Outdoor Pool

New Pool Deck	\$380,000.00
Weeping Tile and Site Well	\$175,000.00
Pool tank repairs	\$215,000.00
Pool tank finishes	\$375,000.00
Emergency stop button c/w Audible and Visual Alarm	\$5,000.00
Filtration system updates and replacement	\$250,000.00-\$300,000.00
Mechanical room double door installation	\$15,000
Pool deck emergency phone complete with signage	\$2,500

Total Approximate Costs **\$1,500,000.00 plus HST**

Aquatic Engineering and Design has estimated the cost to replace existing structure with new between \$2,700,000 and \$3,100,000 plus HST.

Costs are all calculated based on the estimates of a pool tank area of 4,750 square feet, and a pool deck area of 6,850 square feet.

Pool tank area was provided by Aquatic Design and Engineering based on industry standard dimensions of 6-lane, 25 metre, L-shaped pools, as they have recently completed work for an identical facility in Ontario. Pool deck area was measured, subdivided and calculated by Town of Kentville Recreation staff.

It is also important to note the financial implications of partial fixes spread over multiple years, as this may be seen as an opportunity to save impact to user groups. If the pool tank repairs were done as a single project, it would then have to be partially destroyed when new skimmers are installed and those sections would need to be replaced again; or if the piping were replaced, a large portion of the deck surrounding the pool would need to be removed and replaced in that process, only to be replaced again with an entirely new pool deck. The inefficiencies in this project management strategy coupled with inflation would mean a significant increase in the estimated figures above.

Memorial Park Outdoor Pool – Monthly Expenditures (Loss)			
	2022	2023	2024
Expenditures	\$74,592.13	\$78,018.99	\$73,220.41
Revenue	\$28,354.80	\$36,538.85	\$32,019.06
Balance (Loss)	(\$46,237.33)	(\$41,480.14)	(\$41,201.35)

*Please note that these numbers do not include additional costs associated with CUPE and seasonal park staff hours allocated to pool. Including costs incurred from the 1-2 hours of daily overtime required for operational monitoring and maintenance of the pools sanitation systems.

ATTACHMENTS AND LINKS

2024 Aquatic Assessment – Kentville Memorial Pool – Aquatic Design and Engineering
 2024 Pool Condition Report – from November 2024 Council Advisory Committee Meeting
 2022 [Average expected useful life of new municipally owned culture, recreation and sport facilities, by urban and rural, and population size, Infrastructure Canada](#) – Statistics Canada

RECOMMENDATION

Based on the recommendations from the Aquatic Assessment report, staff recommend a 1-year closure of the Town of Kentville Memorial Pool, with an allocation of \$3,100,000 for the 2025-2026 fiscal year, to complete all recommended upgrades.



AQUATIC ASSESSMENT
KENTVILE MEMORIAL POOL
125 Park St, Kentville, NS B4N 1M5

For



The Town of Kentville
354 Main St
Kentville, NS B4N 1K6

PREPARED BY:



AQUATIC DESIGN & ENGINEERING
Pool, Waterpark, & Natatorium Systems Design

55 Northland Rd.
Waterloo, ON N2V 1Y8

Tel: 519-725-3555
www.deiassociates.ca

EXECUTIVE SUMMARY

Aquatic Design and Engineering was retained to provide a high-level technical report outlining the general condition of the swimming pool tank and filtration system of the Kentville Memorial Park Outdoor Pool in Kentville, NS. The purpose of this report is to provide commentary based on a non-invasive inspection of the pool and associated filtration system and to provide recommendations to address any deficiencies identified, and provide a path forward for the pool's rehabilitation.

At time of writing, the existing outdoor lap pool, while currently closed for the season, has been open to the public since its original construction in 1960.

An assessment of the pool tank, filtration equipment, and filtration room has revealed some areas of concern that should be addressed in order to bring the pool up to current standards and regulations, as well as remedy the existing health and safety concerns.

Due to the condition of the pool deck and pool tank, as well as historical issues with water loss, it is recommended that the pool deck be removed and replaced completely; and the pool tank be stripped back to its original concrete structure and repaired. A static water test and a piping pressure test would also determine the source and degree of the water loss, whether it is contained within the pool tank, or circulation piping system, respectively, or potentially both. It is also recommended that a perforated weeping tile system with a site well, and hydrostatic relief valves be installed to mitigate any groundwater or water table issues.

Health and Life-Safety items to address include the installation of an emergency telephone and an emergency stop button complete with an audible and visual alarm. These are required to be accessible from the pool deck to deactivate the pool pump in the event of an emergency. Additionally, skimmer grilles are required to be installed at each skimmer opening.

Importantly, the pools filtration system should be upgraded as it appears to be significantly undersized and does not currently support a flowrate that complies with current Nova Scotia Aquatic Operational Guidelines. It is also recommended that a double door entrance into the pool mechanical room be installed in order to accommodate any replacement, upgrades, and additions to the pool system in the future.

High-level replacement probable costs:

New Pool Deck	\$55.00 / sq. ft.
Weeping Tile and Site Well	\$175,000.00
Pool tank repairs	\$45.00 / sq. ft.
Pool tank finishes	\$75.00 / sq. ft.
Emergency stop button c/w Audible and Visual Alarm	\$6,000.00
Filtration system updates and replacement	\$250,000.00-\$300,000.00

TABLE OF CONTENTS

EXECUTIVE SUMMARY	2
1.0 INTRODUCTION	4
2.0 ENGINEERING CALCULATIONS	4
3.0 POOL FILTRATION AND SANITATION	5
3.1 EXISTING POOL TANK AND DECK	5
3.2 EXISTING MECHANICAL ROOM AND FILTRATION SYSTEM	7
4.0 RECOMMENDATION SUMMARY	9
4.1 ESTIMATE OF PROBABLE COSTS	10

TABLE OF FIGURES

Figure 1 Existing Outdoor Pool	5
Figure 2 Existing Cup Anchor and Fitting.....	5
Figure 3 Existing Pool Deck Separation (From Provided Pool Conditions Documentation).....	6
Figure 4 Existing Damaged Pool Coping (From Provided Pool Conditions Documentation).....	6
Figure 5 Existing Skimmer Openings, No Grilles.....	7
Figure 6 Existing Pool Filtration Room.....	8
Figure 7 Existing Pool Filter Pump	8
Figure 8 Existing Sand Filters	9

1.0 INTRODUCTION

Aquatic Design and Engineering, a division of DEI Consulting Engineers Inc. has been retained to provide high-level technical report outlining the general condition of the swimming pool tank and filtration system of the Kentville Memorial Park Outdoor Pool at 125 Park St, Kentville, NS B4N 1M5.

The purpose of this report is to identify areas of concern with regards to the condition, operation, and design of the pool tank and filtration system. Recommendations provided to address these items are to focus on the safety of swimming pool users and propose solutions to improve system performance, as well as provide a safe swimming pool environment that meets the Nova Scotia Building Code, 2014 Nova Scotia Operational Guidelines for Aquatic Facilities (referred to henceforth within this report as “2014 NS Guidelines”), and current industry standards.

2.0 ENGINEERING CALCULATIONS

Calculations are based on requirements for the pool classification set out by the 2014 Nova Scotia Operational Aquatic Guidelines.

The Kentville Memorial Park Outdoor Pool is classified as a “Swimming Pool”. There are critical pieces of information required to determine the performance of the filtration system, some of which were not available during the time of the site visit. Aquatic Design and Engineering has reverse engineered the system to make educated assumptions where no information could be confirmed.

Item	Existing Pool Data
Dimensions (~)	82 ft x 76 ft
Perimeter (~)	314 ft
Area (sq. ft.) (~)	4,750 sq. ft.
Volume (US gallons) (~)	268,210 gallons
Required Turn Over Rate (2014 NS Guidelines)	6.00 hours
Actual Turn Over Rate	6.88 hours
Flow Rate (estimated)	650 US GPM
Approximate Filter Area (sq. ft.) (estimated)	38.80 sq. ft.
Estimated Filtration Rate (US GPM /sq. ft.)	16.75 US GPM /sq. ft.
Filter Type	Sand
Filter Manufacturer	Jacuzzi

3.0 POOL FILTRATION AND SANITATION

3.1 EXISTING POOL TANK AND DECK

This facility in reference to the natatorium area is classified as a “Swimming Pool” as per the 2014 NS Guidelines. As such, some items in and around the pool would not meet the current standard requirements of a new pool. These items within the pool tank and circulation system should be addressed to comply with the guidelines and to bring the system up to current industry standards and regulatory requirements.



Figure 1 Existing Outdoor Pool

As heavy snow had fallen upon the outdoor pool and deck during the time of the site visit, a comprehensive assessment of the pool deck and pool floor condition could not be performed. However, internal documentation was provided by the facility staff, which outlines the pool’s historical and ongoing condition and deficiencies. This documentation provided has been used as a reference in order to provide the recommendations within this report for aspects of the pool tank and deck that could not be fully investigated at the time of site visit.



Figure 2 Existing Cup Anchor and Fitting

One deficiency noted by the provided documentation is significant heaving found on the concrete pool deck, creating tripping hazards around the expansion joints. While some remedial work has been performed to patch over parts of the deck to mitigate the tripping hazard, it is recommended that the entire pool deck be removed and replaced to completely renew the area and eliminate the tripping hazard.



Figure 3 Existing Pool Deck Separation (From Provided Pool Conditions Documentation)

Based on the documentation provided, the pool tank structure is in poor condition with severe cracking found at the pool coping, as well as propagating from the skimmer and return fitting locations. The pool is noted to require significant concrete patching and re-finishing on an annual basis. One corner of the pool coping appears to have been damaged during the most recent rework of the pool deck in 2013 and was not properly repaired after the deck rework was completed. It is recommended that the entirety of the pool tank be stripped with high-pressure water to remove all surface finishes and completely expose the concrete structure, which can then be repaired, waterproofed, and re-finished.

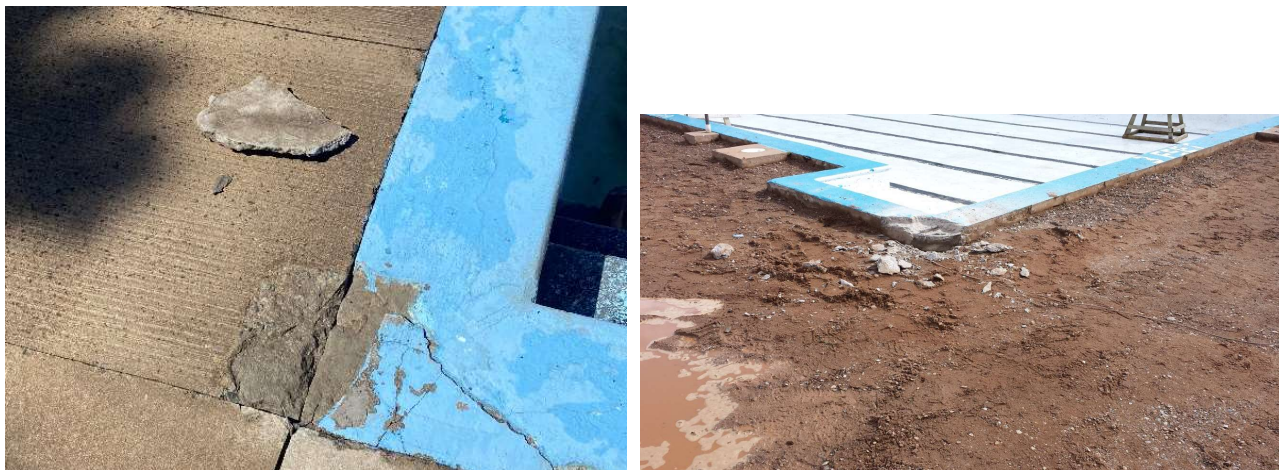


Figure 4 Existing Damaged Pool Coping (From Provided Pool Conditions Documentation)

Furthermore, work within the pool building in Fall 2024 had revealed a water table located 3 feet below the building floor level, which extends all the way to the pool parking lot roughly 40 feet away. The hydrostatic pressure exerted upwards against the pool tank by the groundwater may also contribute to the deteriorating pool structure and could even potentially cause the entire pool tank to “float” if the pool is partially or completely empty. It is recommended that a perforated weeping tile system around the pool’s



perimeter be installed below the pool floor slab, following the slope of the pool and discharging to a site well from which the ground water level can be monitored and addressed. It is also recommended that hydrostatic relief valves and collector tubes be installed at the pool main drains as additional mitigation from the hydrostatic pressure exerted by any groundwater.

There were no skimmer grilles observed on any of the skimmer openings around the walls of the pool. Skimmer grilles are required to be installed on each skimmer opening to comply with the 2014 NS Guidelines and to mitigate the suction entrapment health and life-safety hazard.



Figure 5 Existing Skimmer Openings, No Grilles

The facility provides a portable pool accessibility lift, which provides accessible, barrier-free access to the pool for swimmers who may require it.

No emergency stop button or emergency telephone was observed on the pool deck, which does not comply with the 2014 NS Guidelines. It is recommended that an emergency stop button complete with audible and visual alarm be installed on the pool deck, accessible to patrons and staff, in order to stop the pool pump suction in the event of an emergency. An emergency telephone is also recommended to be installed on the pool deck and clearly identified with all required signage as required by the local jurisdiction.

3.2 EXISTING MECHANICAL ROOM AND FILTRATION SYSTEM

Based on existing operational documentation, the pool's volume is estimated to be approximately 268,210 US Gallons. As the pool was not in operation during the time of the site visit, the operating flowrate is estimated based on the size of the existing filtration pump (Pentair EQK1500, 15 HP, 208V/3ph/60Hz). The flowrate is assumed to be 650 US Gallons per minute (US GPM). This results in an approximate turnover every 6.88 hours. The 2014 NS Guidelines requires a minimum 6.0 hour turnover rate for a public Swimming Pool. Therefore, the turnover rate for the pool is not in compliance with current guidelines.



Figure 6 Existing Pool Filtration Room

The existing filtration system appears to be significantly undersized for this size of pool. It is recommended that the filtration system be upgraded to support a flowrate of at least 1,200 US GPM in order to produce a turnover period that complies with and surpasses current code requirements to provide a sufficient buffer to provide compliance with the requirements even in suboptimal conditions, such as when the pool is experiences significant use and the filtration system is under heavy load. In addition to requiring a larger pump and filters to support the increased flow, updating the equipment to current standards would result in significant changes to the piping system and rework to the pool tank to accommodate larger pipes, drains, returns, skimmers, and all other related equipment and fittings.



Figure 7 Existing Pool Filter Pump

It has also been noted by facility operations and within the provided internal pool condition documentation that the pool has been experiencing significant water loss. It was noted that the water loss only occurs when the pool circulation system is in operation and that the pool tank structure is able to hold water when tested. In order to completely identify the source and degree of the pool system leakage, it is recommended to perform a static water test once the repairs to the pool tank structure have been completed; ensuring that the pool tank is completely isolated from the piping system, which would then followed by a piping pressure test. This would then determine whether the leak is contained within the pool tank, pool piping system, or both.



Figure 8 Existing Sand Filters

The existing mechanical room is not conducive to convenient installation and transport of pool equipment. As the mechanical room can only be accessed via single doors, it may be difficult to accommodate the installation of new pool equipment if an upgrade to the filtration system is to be pursued. The largest pool equipment, such as new sand filters, would typically require wide double doors to fit through. The installation of double door entrance from the outdoor pool deck at a minimum, would allow for convenient accommodation of any replacement, upgrades, and additions to the pool system in the future.

4.0 RECOMMENDATION SUMMARY

Due to the heaving and separation issues experienced by the existing pool deck, it is recommended that the deck be removed complete and replaced. It is also recommended for the pool tank that the existing finishes be stripped in its entirety with high-pressure water to remove all surface finishes and completely expose the concrete structure, which can then be repaired, waterproofed, and re-finished.

To address any potential water table or groundwater issues, it is recommended that a perforated weeping tile system around the pool's perimeter be installed below the pool floor slab, following the slope of the pool and discharging to a site well from which the ground water level can be monitored and addressed. It is also recommended that hydrostatic relief valves and collector tubes be installed at the pool main drains as additional mitigation from the hydrostatic pressure exerted by any groundwater.

To determine the source and degree of the pool water loss issues, it is recommended that a static water test on the pool tank and a piping pressure test on the pool piping system be conducted. Depending on the results of the test, repair and rework will be required as necessary in order to address the cause of the water loss, which may include but is not limited to repair of the pool tank structure and/or a full replacement of the pool circulation piping.

It is recommended that skimmer grilles be installed on each skimmer opening to comply with the 2014 NS Guidelines and to mitigate the suction entrapment health and life-safety hazard. It is also recommended that an emergency stop button complete with audible and visual alarm be installed on the pool deck, accessible to patrons and staff, in order to stop the pool pump suction in the event of an emergency. An emergency telephone is also recommended to be installed on the pool deck and clearly identified with all required signage as required by the local jurisdiction.

It is recommended that the filtration system should be updated and should be sized beyond minimum code requirements to aid in the day to day operations of the system. The increase in circulation and filtration will result in significant pool tank rework. It is also recommended that a double door entrance from the pool deck into the pool mechanical room be installed in order to accommodate of any replacement, upgrades, and additions to the pool system in the future.

4.1 ESTIMATE OF PROBABLE COSTS

The estimated probable costs are based on Aquatic Design and Engineering's best judgement and recent similar projects. It is important to note that construction costs vary widely due to various factors outside of Aquatic Design and Engineering's control. Furthermore, the age of the existing infrastructure may necessitate significant, unforeseen costs that were not accounted for.

High-level replacement probable costs:

New Pool Deck	\$55.00 / sq. ft.
Weeping Tile and Site Well	\$175,000.00
Pool tank repairs (Repair of Concrete Pool Tank Structure)	\$45.00 / sq. ft.
Pool tank finishes (New Waterproofing, Finishes)	\$75.00 / sq. ft.
Emergency stop button c/w Audible and Visual Alarm	\$6,000.00
Filtration system updates and replacement	\$250,000.00-\$300,000.00

It is estimated that the construction timeline to complete all the recommended work noted in this report as one whole would be approximately one year, subject to labour and material availability. Alternatively, reducing the scope of work to cover only the restoration of the pool tank alone would allow for a construction timeline of approximately 8-10 weeks with a reputable commercial pool contractor.

In contrast, the approximate cost to build a completely new pool facility is between \$550.00 – \$650.00 per sq.ft. excluding HST. A new facility would have adequate deck space around the pool (ideally 8' from pool edge) and be fully compliant with current regulations. A new build would also ensure adequate space for programing needs within the pool, while providing a new system warranty.

For a probable cost comparison, the area of a pool of the same size would be around 4,750 sq.ft, with a probable cost range of approximately \$3,100,000.00 excluding HST. The construction timeline for this new pool build is estimated to be approximately one year, although this would be subject to labour and material availability.

Town of Kentville

Office of the Chief of Police

December 2024



Administration	Time	November 2024	December 2024
	Plate queries	1160	1223
	Training hours	336	448
	Veh. Cks 11's	101	61
	SOT Tickets	22	20
	Foot Patrol Hours	123	145
	CC Charges	13	28
	Calls for service	271	290
Training	<ul style="list-style-type: none"> • Use of Force/CEW/Scenarios • Phased Interview Course 		
Meetings	<ul style="list-style-type: none"> • Municipal Chief's Meetings • Executive Leadership Meetings • PPS Meeting • Lunch and Learn with Council • Re-Wind Fundraiser • Standards meeting with Audit Committee • SCEU Meeting • LETR Meeting • Council and Director meetings • KPS Brunch • Cram the Cruiser 		
CCN	<ul style="list-style-type: none"> • Attended 14 Agency meetings, i.e., Portal, Youth Community Hub, Open Arms, Homeless no more, Wellness Court • Attended 9 Community Events 		

	<ul style="list-style-type: none">• Received 10 referrals from KPS members/other Agencies• 30 meetings with clients• Attended 9 other calls and assisted members• 10 other activities, i.e. Co-op Student, Dragonfly Haven Therapeutic Farm, Ride along, Court
Policing Standards	<ul style="list-style-type: none">• 19 of the standards have been reviewed and meet the criteria. The review is ongoing.
Staffing	<ul style="list-style-type: none">• No staffing issues.



Kentville Police Service Bylaw Report December 2024

Municipal Bylaw Investigations	1
Loitering -Warnings	9
Assist Police	3
Taxi Inspections	2
Animal Control	2
Smoking-Charges	15
Smoking-Warnings	1
Parking-Charges	13
Parking- Warnings	70



Town of Kentville

Staff Report to Council Advisory Committee

Department of Engineering and Public Works

February 10, 2025

Programs and Operations

- **Kentville Water Commission:** As I touched on last month at CAC, we are having a banner year for water breaks. As of this report, we've had 7 watermain and water service breaks throughout the KWC service area and there will no doubt be more throughout the winter and early spring. The large swings in water temperature cause expansion and contraction of the pipe resulting in breaks in the pipe. Our Public Works and Water Commission crews have been busy, sometimes on evenings and weekends identifying and repairing these breaks which can be complicated by the direct bury high voltage power lines in many of our residential streets requiring both NS Power locates and the assistance of contracted Vactor trucks to deal with both the amount of water and proximity to high voltage lines . There are no operational solutions to lessen these breaks which can happen on relatively new and old pipes alike. These breaks add to the deteriorating winter road conditions which I will touch shortly.
- **Sanitary Sewer Area Service:** There were no direct operational issues with the Kentville Sanitary Sewer Service in January. As an update to the capital Regional Sewer Forcemain project that we partner in with the County & Village of New Minas; the project is nearing completion and as of last week the section between Mill Brook and the Dog Park is "live" replacing the frequently failing 48-year-old pipe in this area. This leaves the section from the large lift station behind the Justice Centre (RG5) to the east side of Mill Brook as still the original ductile iron pipe. The new pipe is completely installed in this area except for the Brook Crossing. The method and timing of this crossing is still undecided, so to expedite the commissioning of the west side portion, they have proposed to install crossing on one side of the Mill Brook bridge deck to avoid any additional breaks in the old line and environmental contamination to the brook and surrounding wetland. This is a temporary solution until a permanent brook crossing solution is found. We have informed the County and their consultants & contractor that the Town is agreeable to this temporary solution with the

understanding that should there be any damage to the Town's trail bridge, it be repaired at the contractor's expense.

- **Traffic Authority:** I include this under Traffic, but it really is a Operating budget and conditions update that I want to touch on for Council. This winter has been particularly hard on several of our streets. We continue to spend more every year on patch paving but are at the point where many of the streets such as Main, Park and Bridge streets require more substantial repairs. The Province has mentioned the possibility of one-time 50% funding to repave Provincial routes in Towns such as the ones mentioned above and I would argue that isn't enough of a commitment on what is the Number 1 highway (Main & Park Streets) and provincial Routes and Trunks such as Bridge Street (Route 341) and Chester Avenue (Trunk 12) but if this isn't made available we will need to look at milling some of these worst sections out and repaving them instead of patching. Since this would be considered an operational repair rather to extend the street's functionality by a few years, it would most likely need to be an increased Operating budget line rather than a capitalizable replacement to the Capital budget. Regardless, we are going to have to spend some extra money in the next few years on our street repairs as they continue to deteriorate.

Projects

- **Winter Tenders:** In order to obtain the most competitive bids and the greatest interest from contractors, we will tender two of our large Investing in Canada Infrastructure Program (ICIP) project this month. The next phase of the Active Transportation (AT) Plan which includes catch basin, curb and sidewalk replacement on the opposite side of Webster and Aberdeen streets to where the work was completed last year as well as the underground storm sewer, storm water management and water system upgrades in the first phase of the D.E. Hiltz Connector Road. This will also assist us in more accurately budgeting for these two large Capital Investment Programs when we present the Capital Budget later next month. **Update:** The Downtown AT Sidewalk tender closed this past Thursday and I will have those results to share on Monday at CAC.
- **Storm Water Management Master Plan:** Our Storm Water consultant will be presenting a draft report to our Engineering team in late February and once that has been finalized we will look at booking a time and venue for a presentation to Council in March.

Budgets

- Our Engineering & Public Works team have completed our 5-year Capital Budget plan and will be working with the Finance team and CAO on prioritizing and funding these requests as we complete the presentation to Council in the coming weeks.

Public Engagement

- Frequent phone calls and site visits.
- Appointments are now being accepted for in person meetings.
- Letter & email correspondence – As required.

Meetings and Events

- Weekly Senior Leadership meetings
- January 8th monthly PW & KWC Toolbox Meeting
- EPW Capital Budget Meetings
- January 16th Regional Sewer Committee

Respectfully Submitted,

David Bell
Director of Engineering and Public Works



**Town of Kentville
CAO Report to Council Advisory Committee
For the Month of February 2025
Presented on February 10, 2025**

Chief Administrative Officer

- Work with the Director of Finance to prepare the 2025/26 Town of Kentville budgets
- Work with the Director of Finance and Chief of Police to prepare the business case regarding KPS/ Town staff joining the Public Service Superannuation (pension) Plan
- Continue to attend Valley Waste and Kings Transit CAO session regarding governance and funding
- Continue to work with staff to re-release the E11 system for recording and tracking resident queries
- Attended various other meetings with staff community members and stakeholders

Deputy Clerk

- Planning Council training session with Provincial Department of Municipal Affairs
- Admin support for the Inclusion and Access Advisory Committee.
- Admin support for the Environment Task Team. Development of document sharing site, and collecting municipal plans, assessments and energy-related resources.
- Advertisement for committee and commission vacancies.
- Admin support for planning public meetings, public notices and bylaw changes.
- Support for new citizen members of committees, commissions and boards.
- Review of policy statement G12 Council Conferences and Professional Development, and G57 Committees of Council
- Discussion of internal support for an Equity and Anti-Racism plan for Kentville.
- Board meeting with Association of Municipal Administrators.
- Support for grant submission for climate ready plans and processes.

Strategic Initiatives

- Coordinating the work of the TOK Equity and Anti-Racism Plan Development.

- Submitted a summer intern grant to the Clean Foundation to support Invasive Species: Hemlock Woolly Adelgid (HWA) Projects.
- Meet with the County of Colchester on potential partnership for a Community Solar Garden project and feasibility study. Staff report provided.
- Support the on-boarding of the Environmental Task Team.
- Working with AMANS Staff on the direction of TOK Equity planning.
- Staff met with the newly formed Environmental Task Team.
- Staff are in the process of collaborating with Coastal Action to identify a site in Kentville for the construction of a natural stormwater management project (rain garden)

Equity and Diversity Committee Request and Mandated Equity and Anti-Racism Plans - 2025 TOK202517

Meeting Date: February 10, 2024
Department: Administration

RECOMMENDATION

That Council approve the request from the Kentville Inclusion and Access Advisory Committee and the Diversity and Belonging Task Team (DBTT) to direct the CAO to update the DBTT Terms of reference and transition the Task Team to a Committee of Council.

SUMMARY

The Provincial Government Dismantling Racism and Hate Act (the Act) was passed on April 1, 2022. The Act was the first of its kind in Canada and signified the provincial government's commitment to addressing systemic hate, inequity, and racism in government policies and programs.

Municipalities and villages are the first public sector bodies prescribed under the *Dismantling Racism and Hate Act*, requiring them to have plans to address systemic hate, inequity and racism.

Municipal Equity and Anti-Racism plans must be:

- Informed by engagement with underrepresented and underserved communities within the jurisdiction that the plan covers;
- In place by April 1, 2025;
- Publicly available in an accessible format; and
- Updated every three years, in line with Accessibility Act requirements.

BACKGROUND

Town of Kentville Involvement in Equity and Anti-Racism:

Since the announcement of provincial commitment, the Town of Kentville has been involved in the work of equity and belonging in various ways. In 2022, the Town of Kentville was one of the first signatories of the [Recreation Nova Scotia Anti-Racism Charter](#), which was created as a resource to name and address the harm and exclusion caused by racism in communities.

Furthermore, the Town of Kentville has taken steps towards decolonization by enacting opportunities such as the Names Committee, which resulted in the renaming of Cornwallis St. to Bridge St. as a step toward reconciliation. Since then, in 2023, the Kentville Inclusion and Access Advisory Committee of Council also approved the creation of the Diversity and Belonging Task Team (DBTT) as a sub-committee with the initial mandate to inform the municipality with first voice and cultural representation. Though steps have been taken, there is more work to be done.

In 2023, town staff drafted an Anti-Racism Policy, and the Task Team provided first-voice and lived expertise feedback. As a result of conversations with the Task Team, the Town was advised to first focus on creating a framework from which the anti-racism policy can be generated. Town staff utilized the feedback to develop the proposed direction of the Town of Kentville Equity and Belonging Framework Development Plan to meet the provincial Equity and Anti-Racism Plan mandate.

With the development of the provincial mandate for Equity and Ant-Racism Plans, the Town of Kentville can take the **next step in solidifying a commitment to fostering an equitable and inclusive community**. Staff will bring the formalized Town of Kentville Equity and Belonging Framework Development Plan to the March 2025 Council Advisory Committee meeting. However, at this stage, staff want to provide the council with an overview of the proposed plan and outline goals and objectives. See the attached PDF.

Diversity and Belonging Task Team (DBTT)

As a result of the Inclusion and Access Advisory Committee creation of the DBTT in 2023, the Task Team was tasked to work over 12 months to review the Kentville anti-racism policy and provide advisory input on whether black, Indigenous and equity-deserving community members are adequately represented through town governance, policy, services, and programming. The 12-month mandate will end in July 2025.

Since its inception, the DBTT has relied on Council members who sit on the Inclusion and Access Advisory Committee to update the Council at large on items related to the work of DBTT. At this stage, both Inclusion and Access Advisory and DBTT feel that both groups have different priorities and represent different commitments. Furthermore, the groups feel the provincial mandate of plan development and the requirement to review both the Accessibility and Equity plans on the same three-year cycle would be a challenge for the groups moving forward if required to do the work within the same committee.

The group hopes to become a standing committee of council to provide accountable oversight to the Town of Kentville Equity and Belonging Framework Development Plan and represent an ongoing commitment to improving equity and addressing racism within the community.

DISCUSSION

There are two items related to the discussion in this report:

1. Council thoughts on the current direction of staff's approach to the development of Town of Kentville Equity and Belonging Framework Development

See the attached PDF provided with this report.

2. DBTT requests to become a Committee of Council

At this stage, and based on the recommendation from the Inclusion and Access Advisory Committee, the DBTT is looking to become a standing Committee of Council. Creating the Committee is viewed as an opportunity to build trust between the Municipality and citizens who are part of equity-deserving community groups as well as increase representation and inclusivity.

The attached Jurisdictional Scan highlights other Municipalities that have created a standing Equity and Diversity Committee of Council that is separate from the Inclusion and Access Advisory Committee.

IMPORTANT DATES OR BENCHMARKS

- April 1st, 2025 – required date for municipalities to post their plans publicly
- July 1st, 2025 – Current end of DBTT Task Team Mandate
- April 1st, 2028 – Equity Plan must be reviewed and updated

POLICY IMPLICATIONS

There are no current policy implications. Once the framework is developed, it will result in future opportunities for policy updates and implementation related to equity and anti-racism.

BUDGET IMPLICATIONS

No current budget requests or implications.

RECOMMENDATION

That Council approve the request from the Kentville Inclusion and Access Advisory Committee and the Diversity and Belonging Task Team (DBTT) to direct the CAO to update the DBTT Terms of Reference and transition the Task team to become a Committee of Council.

EQUITY AND DIVERSITY COMMITTEE - JURISDICTIONAL SCAN

Municipality of the County of Kings

Equity and Anti-Racism, February 10, 2025, TOK202517, Administration

Plan: 2022 - [Toward Equity and Diversity](#): A Strategy for Belonging in the Municipality of the County of Kings
Advisory Committee: Diversity Kings County Committee
Separate from Accessibility Committee: Yes

Municipality of Annapolis County and Town of Annapolis Royal

Plan: *Equity and Anti-Racism Plan in -progress*
Advisory Committee: Annapolis County Inclusion, Diversity, Equity and Accessibility (IDEA) Advisory Committee.
Separate from Accessibility Committee: No

Municipality of West Hants

Plan: *Equity, Anti-Racism and Accessibility Plan in -progress*
Advisory Committee: Diverse and Inclusive Communities Committee
Separate from Accessibility Committee: Yes

Town of Amherst

Plan: 2021 [Inclusion, Diversity and Equity Strategy](#)
Advisory Committee: Inclusion, Diversity and Equity Committee
Separate from Accessibility Committee: Yes

Town of Berwick

Plan: *Equity and Anti-Racism Plan in -progress*
Advisory Committee: looking to combine the Accessibility Committee and Equity
Separate from Accessibility Committee: No

Town of Bridgewater, Lunenburg, District of Lunenburg and District of Chester

Plan: Regional [Equity, Diversity and Inclusion Advisory Committee Action Plan](#)
Advisory Committee: Anti-Racism & Anti-Discrimination Advisory Committee
Separate from Accessibility Committee: Yes

Town of New Glasgow

Plan: [Inclusive Communities Action Plan](#)
Advisory Committee: New Glasgow Coalition of Inclusive Communities Committee
Separate from Accessibility Committee: Yes

Town of Pictou

Plan: *Equity and Anti-Racism Plan in -progress*
Advisory Committee: Diversity Advisory Committee
Separate from Accessibility Committee: Yes

Town of Truro

Plan: *Equity and Anti-Racism Plan in -progress*
Advisory Committee: Diversity Advisory Committee
Separate from Accessibility Committee: Yes

Town of Wolfville

Plan: *Equity and Anti-Racism Plan in -progress*

Advisory Committee: Equity and Anti-Racism Advisory Committee

Separate from Accessibility Committee: Yes

Town of Yarmouth

Plan: *Equity and Anti-Racism Plan in -progress*

Advisory Committee: Equity, Diversity and Inclusion Committee

Separate from Accessibility Committee: Yes



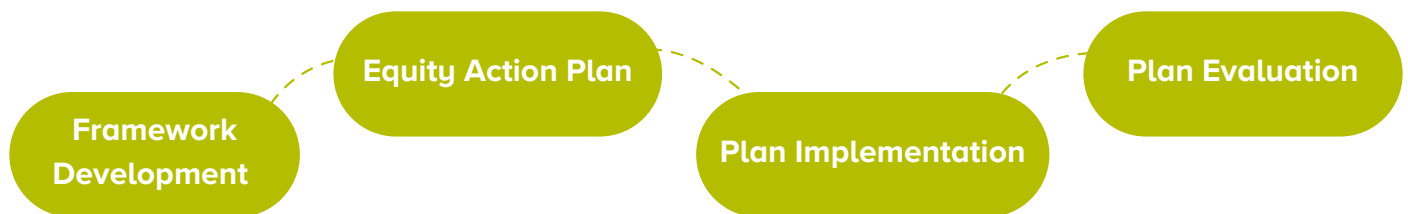
Equity and Belonging Framework Development Plan | 2025

OVERVIEW

The Equity and Belonging Framework Development Plan will outline a pathway to create a Framework to guide and inform the Town of Kentville's goals and objectives to enhance community equity, anti-racism and belonging.

As a result of intentional consultation with the Diversity and Belonging Task Team and community partners combined with the provincial mandate to have an Anti-Racism plan in place for April 2025, The Town of Kentville will implement a plan to develop an Equity and Belonging Framework to inform the approach to further plans, programs or policies.

Development Plan Pathway



← Ongoing Community Engagement →

Note: the Plan is required to under-go review and update on the same three-year cycle as Municipal Accessibility Plans

Approach to Framework Development



Engage with equity-deserving community members

- Work with the Diversity and Belonging Task Team/Equity and Belonging Committee to inform and develop the Framework.
- Incorporate the Anti-Racism Charter resources into Framework Development.
- Review the proposed Framework with Council, community and community partners.



Celebrate the voices and histories of equity-deserving community members

- Utilize the Framework Development process to continue learning about the diverse of history within the community and amplify those stories.
- Continue to identify opportunities to centre community diversity in recreational programs and offerings.



Document how the Town of Kentville, as an organization, can identify and eradicate racism and hate within the organizational structure and operations

- By completing an Equity Self-Assessment in partnership with the Association of Municipal Administrators.
- By collaborating with the Kentville Police Service on Framework Development, community engagement and implementation
- By completing community engagement to highlight opportunities to improve equity, access and inclusion throughout Town of Kentville services, resources, leadership and programming.



Minimum Property Maintenance Standards By-Law - First Reading TOK202519

Meeting Date: February 10, 2025
Department: Administration

RECOMMENDATION

That Council give First reading to the Town of Kentville's Minimum Property Maintenance Standards By-law: Chapter 110 at the February 2025 Council Meeting

OVERVIEW

At the September 2024 Council Advisory Committee (CAC) meeting, staff provided Council with a report and recommendation for Council to direct staff to initiate a Repeal and Replace process for the existing Town of Kentville Chapter 41: Housing and Minimum Standards By-law to ensure language is up-to-date and provides clarity of definitions and required affiliated processes. Council passed the motion, and staff have completed an updated Minimum Standards By-Law and presented it at the January 2025 CAC to go to First Reading at the January Council.

After the solicitor's previous reviews and additional perspectives from the Director of Planning, questions came up regarding the intent of the by-law and the duplication of items already enforced under the Nova Scotia Building Regulations and Code, as well as the Fire Safety Act, Regulations and Code. Although many other municipal units still include wording regarding the structure and interior of dwelling units within their minimum standards by-laws, it has been recommended that the language regarding items regulated under the Building or Fire Code be removed.

Once said items are removed, the by-law's intent is focused on maintaining property and structures within the Town of Kentville. Therefore, staff have provided Council with a new By-law to replace Chapter 41: Housing and Minimum Standards By-Law with Chapter 110: Minimum Property Maintenance Standards By-Law.

RELATED COUNCIL DISCUSSIONS

September 2024 – Request for Decision Housing and Minimum Standards By-Law
October 2024 – Minimum Standard By-Law Update Report
January 2025 – Minimum Standards By-Law First Reading

RECOMMENDATION

That Council give First Reading to the Town of Kentville's Chapter 110: Minimum Property Maintenance Standards By-Law at the February 2025 Council Meeting.

JURISDICTIONAL SCAN

Towns or Municipalities with

Minimum Standards Bylaws relating to Buildings and Lawns

Note: Language in all speaks to 'maintenance and minimum standards'

Town of Annapolis Royal – Housing and Minimum Standards By-Law
Town of Digby – Housing and Minimum Standards (1979)
Cape Breton Regional Municipality - Minimum Standards
Town of Amherst – Minimum Standards for Residential Occupancies
Town of Antigonish - Minimum Standards for Residential Occupancies
Town of Stellarton – Minimum Standards of Housing Accommodations (1976)
Town of Wolfville – Property Minimum Standards By-Law
Town of Digby – Minimum Rental Housing Standards
Town of Port Hawkesbury – Minimum Housing Standards By-Law
Town of Stewiacke – Minimum Housing and Standards By-Law
Town of Yarmouth – Minim Housing and Standards By-Law
Town of Bridgewater – Minimum Building Standards

Towns or Municipalities with

Maintenance By-laws for Lawns or housing

Town of Amherst – Maintenance of Grass By-Law
Town of Shelburne – Minimum Standards and Maintenance Standards By-Law
Town of Truro – Minimum Building and Housing Maintenance
Town of Antigonish - Minimum Standards for Residential Occupancies
County of Victoria – Minimum Housing and Maintenance Standards (1986)
Town of Lockport – Minimum Maintenance By-Law (1976)



Town of Kentville By-Law

Chapter 110

Minimum Property Maintenance Standards Bylaw

AUTHORITY AND TITLE

1. Clauses 172(1)(a), (b), (d), (ja) and (jb), and sections 174 and 181 of the *Municipal Government Act* provide the Town with the power to make bylaws respecting the health, well-being, safety and protection of persons, the safety and protection of property, and maintenance and sightliness of property including grounds, lawns, buildings and structures.
2. This Bylaw may be cited as the "Minimum Property Maintenance Standards Bylaw".

DEFINITIONS

3. In this By-law:

- (a) "Appointed Person" means the By-law Enforcement Officer or any other person appointed by the Chief Administrative Officer to enforce this By-law;
- (b) "By-law Enforcement Officer" means the by-law enforcement officer of the Town of Kentville;
- (c) "Council" means the Council of the Town of Kentville;
- (d) "Occupant" means anyone who occupies property, including lands or buildings, and includes anyone who is a tenant, lessee, roomer, subtenant, under-tenant or co-tenant, or who otherwise occupies or has occupied land or buildings, their heirs and assigns and legal representatives, and in the case of a corporation, the officers and directors of that corporation, except that in the case of an individual they shall be 19 years of age or greater;

- (e) "Order to Comply" means a notice to the owner or Occupant to correct any violations of this By-law;
- (f) "Owner" has the same meaning as "owner" in the Municipal Government Act and, for greater certainty, includes:
 - (i) a fee simple owner;
 - (ii) a landlord;
 - (iii) a lessor;
 - (iv) the owner's heirs and assigns and legal representatives;
 - (v) in the case of a corporation, the officers and directors of that corporation;
 - (vi) a mortgagee in possession;
 - (vii) where the mortgagee of land is not in possession, the person entitled to the equity of redemption;
 - (viii) the person giving or permitting the occupation of premises;
 - (ix) a person managing or receiving the rent of the land or premises, whether on their own account or as agent or trustee of any other person; and
 - (x) a person who is assessed for the building on the assessment roll of the Town as of the date of an alleged violation;
- (g) "person" includes any person and any body corporate and any partnership; and
- (h) "standing water" means non-flowing, uncirculated, motionless, or stale water that has remained in a location for a period exceeding seven days, but does not include water that is in a covered rain barrel or a swimming pool, hot tub, natural or artificial pond maintained in good repair and working order.

SCOPE

- 4. The Owner of a property shall maintain the property to the standards prescribed by this Bylaw.
- 5. The Occupant of a property shall maintain all parts of the property within their control to the standards prescribed by this Bylaw.

6. Where a provision of this Bylaw conflicts with the provision of another law in force within the Town, the provision that establishes the higher standards to protect the health, safety, and welfare of the Occupant of the property or the general public shall prevail.

PROPERTY STANDARDS

7. MAINTENANCE OF YARDS AND PROPERTY

- (a) Nothing in this section shall be deemed to prevent the lawful storage and keeping of material in or on any non-residential property, if a lawful use requiring that material is conducted on the property and the materials are stored in a neat and orderly fashion.
- (b) All yards and any other part of a property shall be kept clean and free from accumulations of junk, rubbish, brush, refuse, litter, garbage and other debris, and any conditions that are health, fire, safety or other hazards.
- (c) No household appliances or furniture not intended by its manufacture to be used outdoors shall be permitted on any part of a property, except inside a building.
- (d) All yards and any other part of a property shall be kept clean and free from dilapidated, collapsed or unfinished structures.
- (e) No mechanical equipment, motorized or non-motorized vehicle, trailer or boat or a remnant or any part of them, or that is in a wrecked, discarded, dismantled or inoperative condition shall be parked, stored or left in a yard.

8. LANDSCAPING, DRAINAGE AND GRADING

- (a) All yards shall be graded and have suitable ground cover to prevent recurrent ponding of water, unstable soil conditions or erosion, and so as to direct the flow of surface water away from the walls of all buildings.

- (b) All shrubs and hedges shall be kept trimmed and not be overgrown.
- (c) All hedges, shrubs, trees or other plants shall be planted and maintained in a manner that does not:
 - (i) Obstruct the safety of the public;
 - (ii) Affect the safety of vehicular or pedestrian traffic;
 - (iii) Constitute an obstruction of view for vehicular traffic;
 - (iv) Wholly or partially conceal or interfere with the use of any hydrant or water valve; or
 - (v) Overhang or encroach upon any pavement, sidewalk or travelled portion of any public street.
- (d) All catch basins, storm drains, ditches and swales shall be maintained free from defects and obstructions.
- (e) All fences, screens and other enclosures around or on a property shall be maintained in a structurally sound condition and plumb, unless specifically designed to be other than vertical, with a uniform construction, in good repair and free from hazards.
- (f) Retaining walls shall be structurally sound and plumb, unless specifically designed to be other than vertical, and shall be maintained in good repair and free from hazard.
- (g) Every owner of property on which a donation drop box is used or located shall ensure that the donation drop box is clean and in good repair, and shall ensure that all areas immediately adjacent to the donation drop box is clean and free of litter, refuse and other debris.
- (h) This by-law shall not prevent participation in "No-Mow May." An owner can participate in the lawn naturalization period during the month of May within a calendar year.

9. WALKS, STEPS, DRIVEWAYS AND PARKING AREAS

- (a) Steps, walks, driveways, parking areas, and similar areas of a yard shall be maintained in good repair so as to:

- (i) afford safe passage under normal use and weather conditions,
- (ii) keep the surface free of loose, unstable or uneven surfaces, and
- (iii) keep the surface free of water ponding.

OFFENCES

- 10.(a) An Appointed Person may issue an Order to Comply to an Owner or Occupant, which shall contain:
- (i) the standards with which the property does not comply; and
 - (ii) actions to be taken in order to comply and the date by which such actions shall be complete.
- (b) Where an Order to Comply has been served upon an Owner, and the Owner provides the appointed person with a schedule outlining specific time frames within which the work specified in the Order will be completed, the Appointed Person may revise the date in the Order by which the actions required to be taken shall be complete.
- (c) An Owner may appeal an Order to Comply to Council within seven days after the Order is served on the Owner by filing with the Clerk of the Town a copy of the Order and a written explanation of the grounds of appeal. The appeal shall be heard at the next regularly scheduled meeting of Council that is greater than 7 days from the date the appeal is filed with the Clerk. Council may uphold or vary or rescind the Order to Comply and Council's decision is final.
11. Any person who contravenes any section of this Bylaw or fails to comply with an Order to Comply is guilty of an offence and is liable on conviction to a penalty of not less than \$250.00 and not more than \$10,000.00. Every day during which a contravention of, or failure to comply with, this Bylaw continues is a separate offence.
12. Application shall be made to the Governor in Council pursuant to the Summary Proceedings Act, R.S.N.S. 1989, c.450, as amended, to have the offences under this By-law designated by the Summary Offence Ticket Regulations to permit the use of summary offence tickets for prosecuting such offences in appropriate circumstances.

REPEAL

13. Chapter 41 of the Town Bylaws entitled Minimum Housing and Maintenance Standards By-law is hereby repealed.

EFFECT

14. This By-Law is effective upon publication of the Notice of Passing.

Clerk's Annotation for Official By-Law Book

Date of first reading: January, 27th 2025

Date of advertisement of Notice of Intent to Consider: Month dd, yyyy

Date of second reading: February 24th 2025

*Date of advertisement of Passage of By-Law: Month dd, yyyy

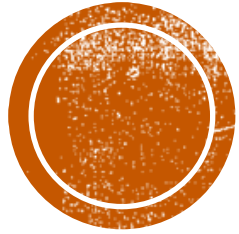
Date of mailing to Minister a certified copy of By-Law: Month dd, yyyy

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

Chief Administrative Officer, Jeffrey Lawerance

*Effective Date of the By-Law unless otherwise specified in the By-Law

KENTVILLE VOLUNTEER FIRE DEPARTMENT



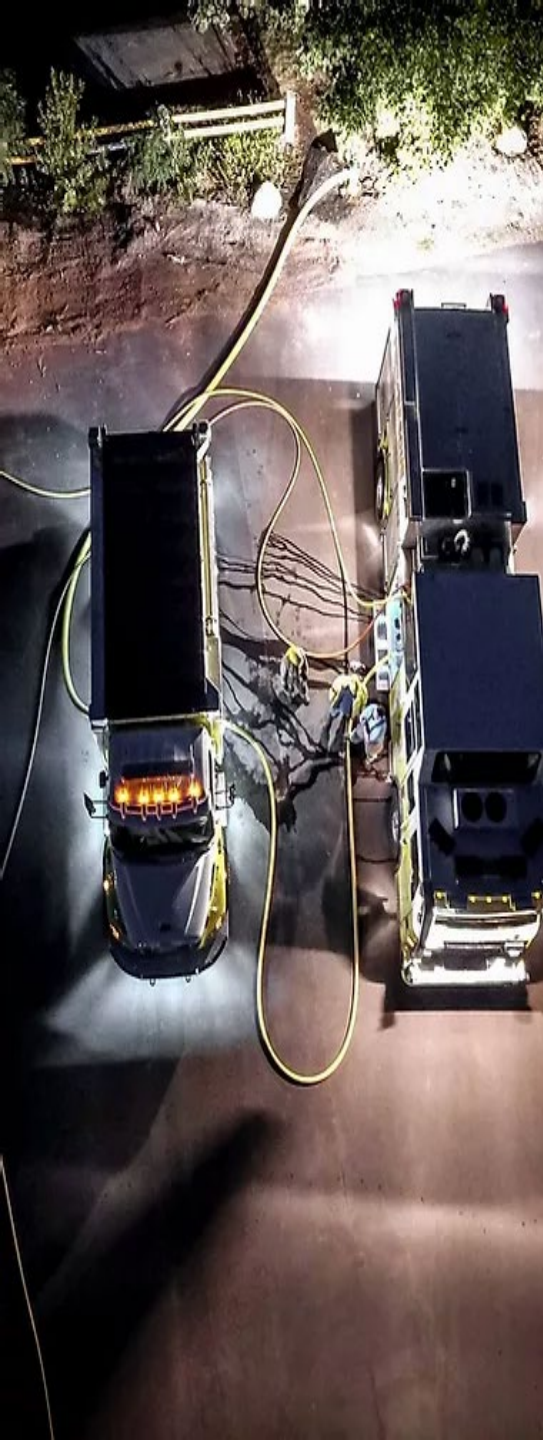
Budget Presentation for Council Advisory Committee

Monday, February 10th, 2025



OVERVIEW

- Funding Structure and Process
- Budget Process
- Call Volume, Growth and Rolling Average
- 2025/26 Operational Budget
- 2025/26 Area Rate Budget
- Questions



FUNDING STRUCTURE



The Town of Kentville, The Municipality of the County of Kings and the Kentville Volunteer Fire Department are in the three (3) part inter-municipal funding agreement to establish the provision of the municipal fire service to the town of Kentville and the communities within the Municipality that are served by the Kentville Volunteer Fire Department.



The agreement is overseen by the Joint Fire Services Committee,

Two (2) Representatives from the Town of Kentville
Three (3) Representatives from the Municipality of County of Kings

Two (2) Representatives from the Kentville Volunteer Fire Department

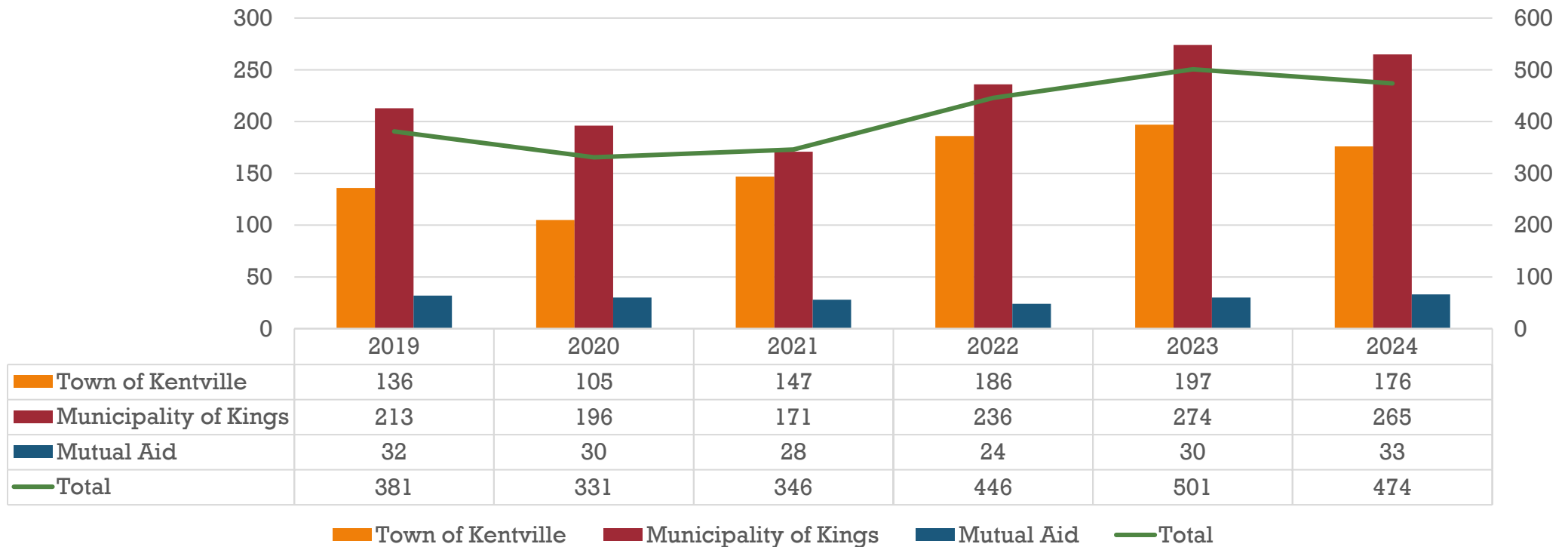


FUNDING PROCESS

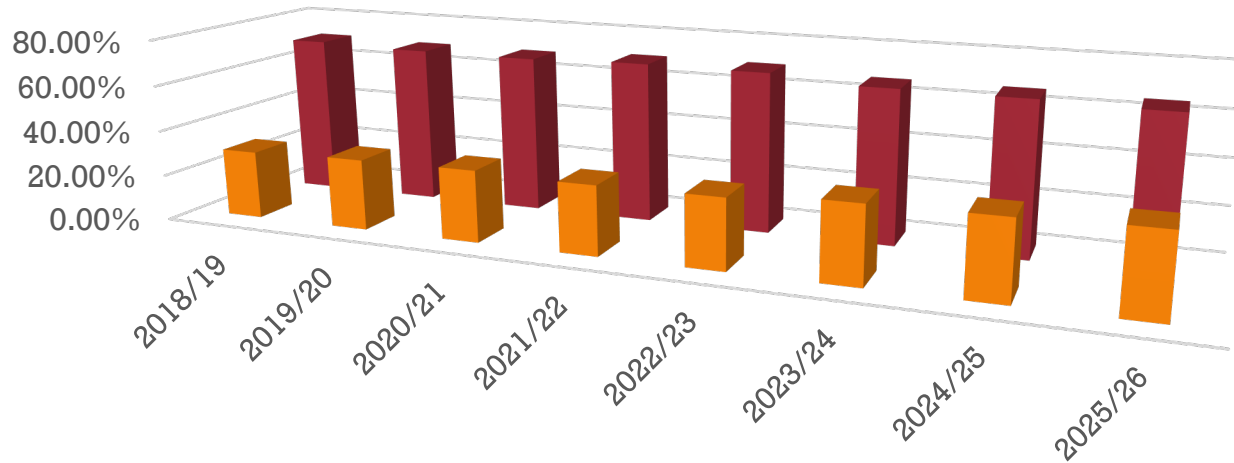
- Operating and Area Rate Budget were presented to the JFSC on December 19th 2024
 - Presented for a second time and accepted unanimously by the committee on January 23rd
- Net operating expenditures of the KVFD are sharable by the Town and the Municipality based on a three-year rolling average



CALL VOLUME & GROWTH



Rolling Average



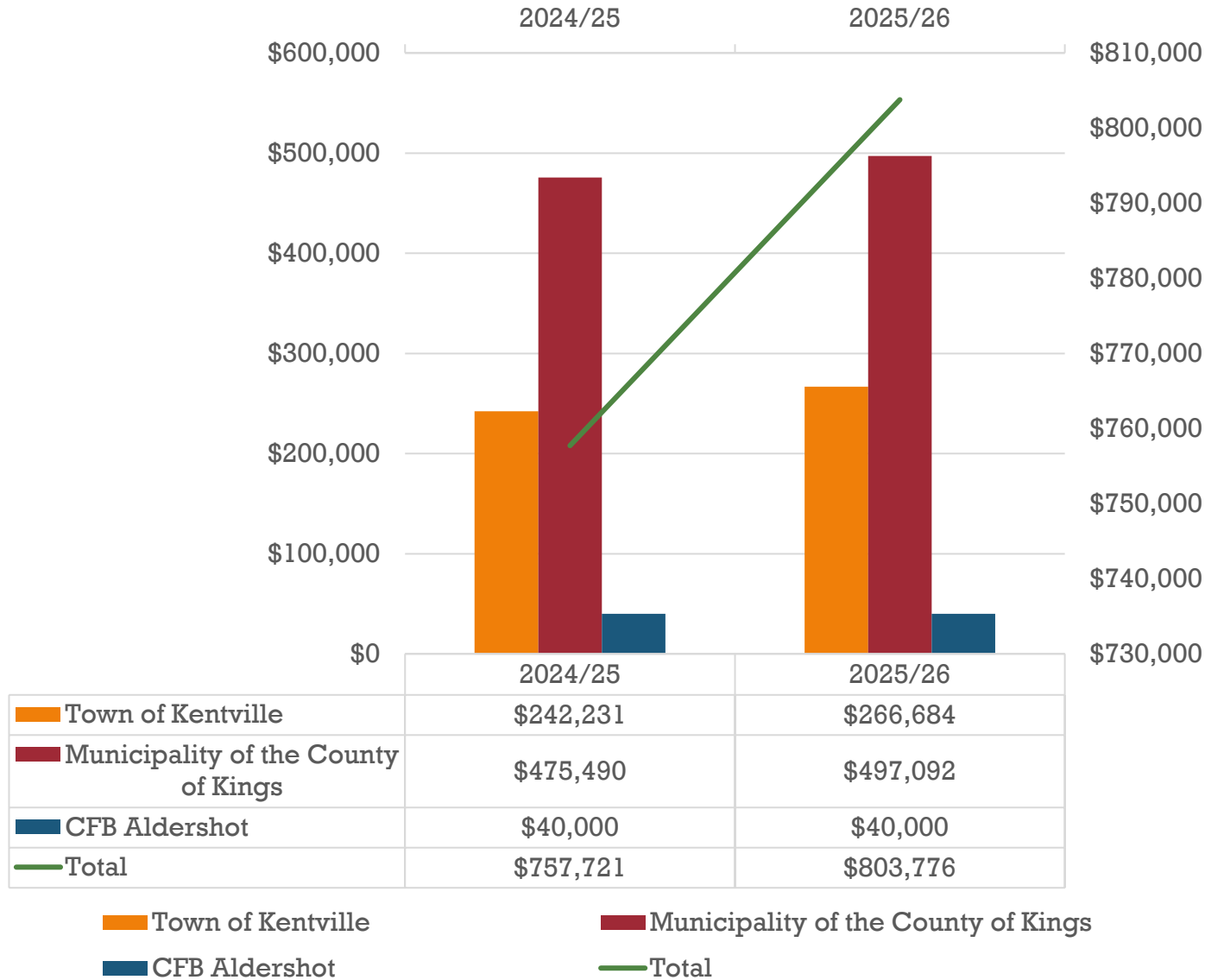
	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
■ Town of Kentville	29.60%	30.80%	31.20%	30.10%	30.40%	33.40%	33.75%	34.90%
■ Municipality of Kings	70.40%	69.20%	68.80%	69.90%	69.60%	66.60%	66.25%	65.09%

■ Town of Kentville ■ Municipality of Kings

**ROLLING
AVERAGE**

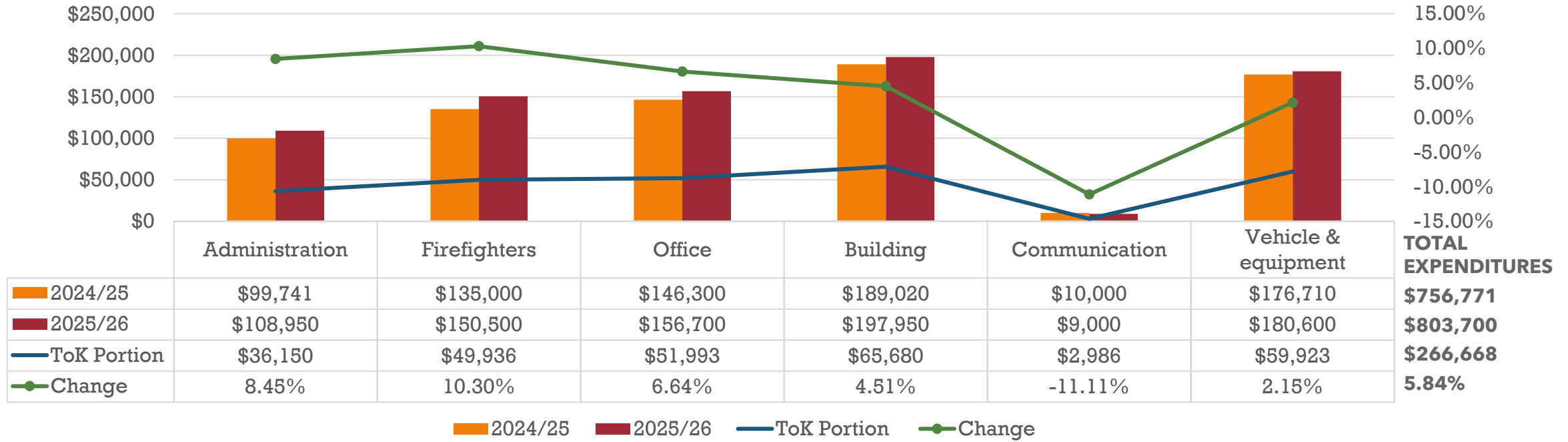


2025/26 OPERATING BUDGET - REVENUE

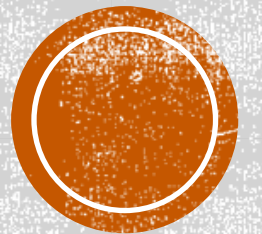


The 2025/26 operational budget is the forecasted budget that was accepted by the previous Joint Fire Services Committee (JFSC) and approved by the Town of Kentville last year. We have opted to make no changes to this budget due to the recent changes in council and committee, as well as this being our final year under the current inter-municipal fire agreement.





2025 / 26 OPERATING BUDGET - EXPENSE



The 2024/2025 ratepayers meeting will be held on the 24th of March, 2025

The Rate will be based upon 2024 assessments for both the Municipality of the County of Kings and the Town of Kentville

❖ **The proposed 2025/2026
Area Rate proposed is
\$0.045/\$100.00**

2025 / 2026 AREA RATE MEETING



FIRE AREA RATE CALCULATIONS

2024/2025

2025/2026

Area Rate Revenue

• Municipality – Kentville	\$333,024
• Municipality – Kings	\$500,766
• Grants in lieu – Kentville	\$8,388
• Grants in lieu – Kings	\$12,685
• Transfer from Area Rate surplus reserve	\$0
Total Revenue	<u>\$854,863</u>

TBC
\$533,161
TBC
TBC
-
<u>\$913,206</u>

Area Rate Expenses

• Capital Loans	\$196,801
• Area Rate Purchases	\$420,069
• Transfer to Area Rate Reserve	\$200,000
• Area Rate Fees	\$37,594
• Bank Fees	\$400
Total	<u>\$854,864</u>

\$251,044
\$420,069
\$200,000
\$41,693
\$400
<u>\$913,206</u>

Current Surplus

\$0.00

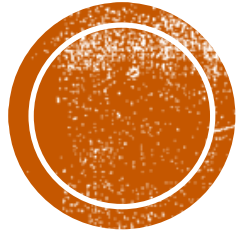
\$0.00

Area Rate

0.045/\$100

0.045/\$100





QUESTIONS?



KENTVILLE VOLUNTEER FIRE DEPARTMENT



THANK YOU

FOR YOUR CONTINUED SUPPORT



Low Carbon Community - Colchester Partnership Opportunity TOK202516

Meeting Date: February 10, 2024
Department: Administration

REQUEST FOR DECISION

That Council decide whether the Town of Kentville will partner with the Municipality of Colchester and the Clean Foundation by contributing \$6,000 toward the completion of a Low Carbon Communities Feasibility Study on a Community Solar Garden and Design in the 2025-2026 fiscal year.

SUMMARY

In 2024, Council passed a motion to direct the CAO to explore opportunities with neighbouring municipalities to reduce energy costs for residents. Through Kentville's partnership with the Clean Foundation's Community Climate Capacity program, staff were able to get connected to the Municipality of Colchester, which applied for Nova Scotia Low Carbon Communities in July 2024 for funding to study Community Solar as a means to reduce energy costs for residents. Colchester has since been successful in receiving LCC funding for a feasibility and design study for a Community Solar Garden and has reached out to confirm if the Town of Kentville is interested in being involved in the 2025 project feasibility study.

BACKGROUND

In March 2024, the Province of Nova Scotia launched the Community Solar Program. In partnership with Nova Scotia Power, the Program enables organizations, including municipalities, to build solar gardens between 0.5MW and 10MW in size and offer subscriptions to residential and commercial NS Power (NSP) customers, who would then receive an incentive on their power bills. This creates an opportunity for residents to benefit from renewable energy without installing solar panels on their properties.

The partnership with Colchester would reduce the feasibility study costs and future capital expenses for project construction for both municipalities. The feasibility and design (F&D) study is a critical first step in this project, which would inform the application to the province's Community Solar Program and secure a 25-year Power Purchase Agreement with Nova Scotia Power.

Goals of the Project:

1. To develop a Community Solar program that enables residents to invest in renewable energy and receive a direct financial benefit in the form of reduced power bills
2. To develop a program that prioritizes the needs of community members from equity-deserving groups in communications, enrollment processes, participation criteria, and program design.
3. To help reduce community energy poverty
4. To educate community members about Community Solar and the financial and environmental benefits of investing in renewable energy.
5. To contribute to reducing greenhouse gas emissions in the partner communities and reaching community climate action targets.

How it works:

The Town of Kentville would be a funding and implementation partner and co-owner of the community solar garden. Residents of both Colchester and Kentville would be able to subscribe to the program and receive a financial benefit on their Nova Scotia Power bills. For a technical description of a Solar Community, please see the attached PDF provided by the Clean Foundation.

The following items would be included in the Feasibility and Design Study:

1. **Site selection criteria** will be developed in collaboration with Colchester and Kentville to complete a high-level evaluation of the top 2-3 sites identified for a Community Solar Garden.
2. **Detailed feasibility assessment for the preferred site**, including the following evaluations and any others recommended by the proponent or required by the NS Community Solar program:
 - a. geotechnical
 - b. electrical
 - c. grid capacity and interconnection
 - d. Distribution System Impact Study
 - e. solar suitability
 - f. climate impacts
 - g. ecological, environmental, and archaeological impacts.

3. **Detailed solar photovoltaic (PV system) design and construction plan**, including the following activities:
 - a. permitting
 - b. site preparation
 - c. mounting and array support installation
 - d. solar array installation
 - e. installation inspections and plans review
 - f. risk management, quality assurance, and control
 - g. commissioning

4. **Financial feasibility analysis**, including:
 - a. optimal project size (e.g. 5MW)
 - b. total project cost breakdown
 - c. expected payback calculations
 - d. proposed \$/kWh power purchase rate (based on Community Solar program criteria)
 - e. operations and maintenance costs for the installed equipment
 - f. return on investment potential
 - g. the financial benefit to participating subscribers
 - h. any other required items in the Community Solar financial template.

Further Items to Research with Staff support outside of the feasibility Study:

1. **Market research evaluation** of potential subscriber base, including community engagement.
2. **Education, engagement, and marketing strategy** to be completed by Colchester, Kentville, and Clean Energy and Equity Network.
3. **Subscription management strategy**, including recommendation of appropriate subscriber management software, evaluation of in-house staff capacity, and costing of third-party services, if required.
4. **Estimate the anticipated economic impact of the community solar project.**
5. **Identification and evaluation of additional potential capital grants** to support the construction of the Solar Garden. Efforts will be made to hire local contractors throughout the project, including leading to the eventual construction and operation of the Community Solar Garden
6. **Program subscription criteria** that will focus on how to ensure the program is supporting groups such as the following:
 - a. African Nova Scotian households
 - b. Off-reserve Indigenous households
 - c. Households experiencing energy poverty
 - d. Low-income households
 - e. Renters

Energy poverty is a pressing, prevalent issue affecting many community members, with the precise number depending on the measure used. The 2024 *Narrative Research Energy Poverty* survey of Nova Scotians found that 27% of respondents had recently experienced issues keeping their homes heated, electricity on, or both.

According to the CUSP *Energy Poverty and Equity Explorer* tool, 39% of Kentville residents and about 48% of Colchester residents have a “High” home energy cost burden (6% or greater). In comparison, 17% of Kentville residents and about 21% of Colchester residents have a “Very high” home energy cost burden (10% or greater). The CUSP tool also shows that 33% of Kentville residents are renters, while 11-12% of Colchester residents are renters

BUDGET IMPLICATIONS

The total project cost is estimated to be \$150,000. The LCC grant Colchester received covers 50%, resulting in \$75,000 remaining to achieve the Feasibility and Design Study.

Kentville and Colchester staff have determined that the fairest way to share the cost of the study is by population. Kentville’s population makes up 15% of the combined populations of Colchester and Kentville. Colchester has requested that Kentville contribute 15% of the matching funds ($0.15 \times \$75,000 = \$11,250$). The Clean Foundation has offered to support the Town of Kentville’s involvement with match funding of up to \$6,000 for the TOK contribution, which means that the Town of Kentville would contribute \$5,625, and leverage \$150,000 worth of a Feasibility and Design Study.

Town of Kentville

Book cost contribution in the 2025-2026 fiscal year: \$11,250

Clean Foundation match contribution of up to \$6,000

Total cost: \$5,625

Municipality of Colchester

Book cost contribution in the 2025-2026 fiscal year: \$75,000

Town of Kentville contribution: \$11,250

Reduced costs due to additional partnerships: TBD

Total cost: \$63,750

Colchester staff are currently applying for additional funding from the Green Municipal Fund, which, if successful, would further reduce contributions from Colchester and Kentville.

RELATED COUNCIL DISCUSSIONS

July 8th, 2024 CAC

That Council direct the CAO to collaborate with neighbouring municipality staff to explore opportunities to assist residents to lower their energy costs.

ATTACHMENTS AND LINKS

[Nova Scotia Community Solar Program](#)

[Nova Scotia Low Carbon Communities Program](#)

DISCUSSION

Given the information, staff require a decision on whether or not Council is interested in having the Town of Kentville partner with the Municipality of Colchester to complete a Feasibility and Design Study for a Solar Community Project.

To participate in the study, the Town of Kentville would contribute \$11,250, up to \$6,000 of which being covered by the Clean Foundation, to be included as a program partner in the feasibility study, resulting in a \$5,625 contribution from TOK.

Once the Feasibility and Design Study for a Solar Community Project is completed, the Council can review and decide if the Town of Kentville will continue as a partner in capital project implementation and rollout.

REQUEST FOR DECISION

That Council decide whether the Town of Kentville will partner with the Municipality of Colchester and the Clean Foundation by contributing \$6,000 toward the completion of a Low Carbon Communities Feasibility Study on a Community Solar Garden and design in the 2025-2026 fiscal year.

Understanding Community Solar

Instead of putting panels on your roof, the Province of Nova Scotia has partnered with Nova Scotia Power to offer the Community Solar program, replacing the need to invest in solar panels for home use. Your utility continues delivering your energy, and you get to save money on energy costs by becoming part of the solar community garden.

The Community Solar Structure

Project Owners

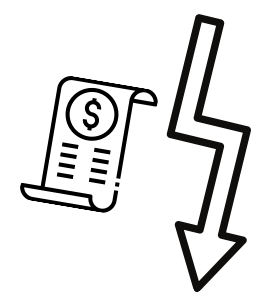
The project owners (in this case, the municipalities of Kentville and Colchester) take on the capital cost of the solar garden setup and infrastructure management.

The project owner then solicits and registers subscribers to their solar garden (municipal residents).



Subscribers

Subscribers, chosen and registered by project owners, get to offset a percentage of their monthly energy usage bill with the energy credit from NSP. This is because NSP “buys back” the energy generated by the solar garden that’s fed into NSP’s grid.



Subscribers can be individuals, households, organizations, businesses, and/or project owners, so long as they are a current Nova Scotia Power customer.

Subscribers get a credit applied directly onto their power bill for the energy produced by the solar garden. Project owners work with NSP to determine each subscriber’s share of the energy generated by the solar garden.



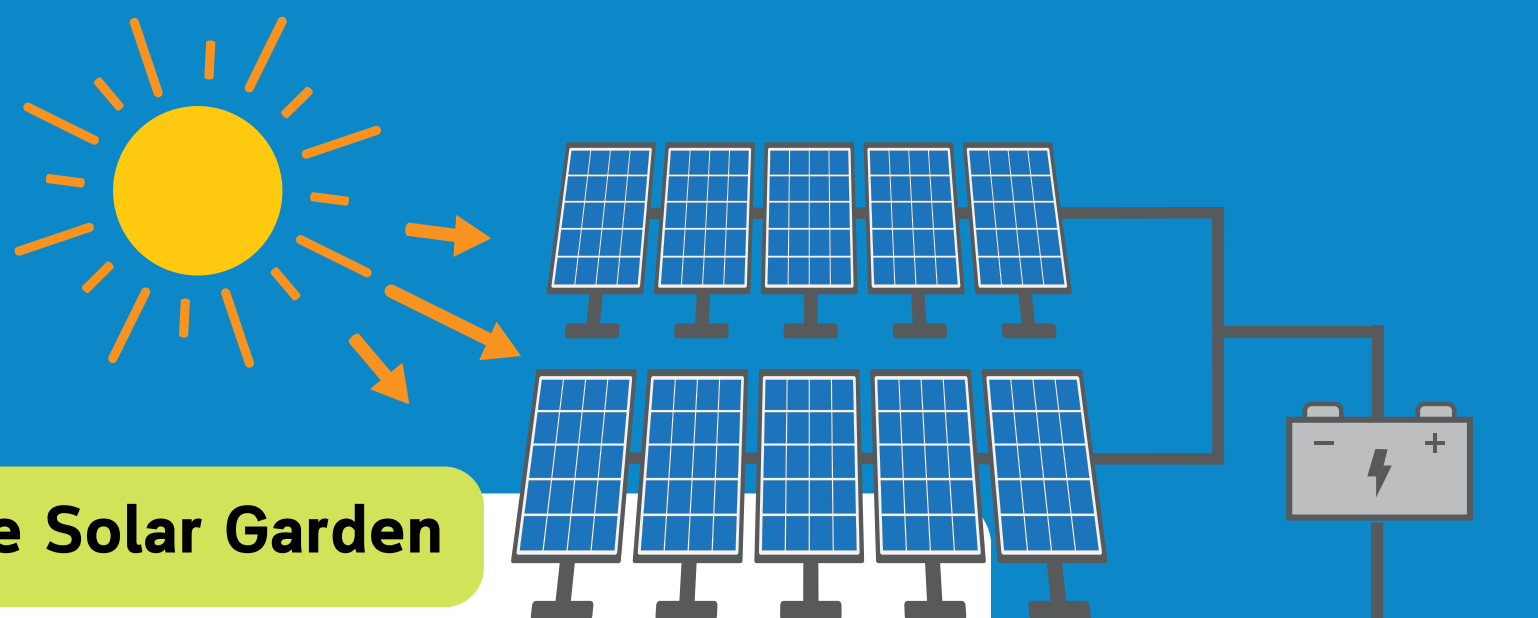
The Solar Garden

Nova Scotia Power’s electrical grid works like a big bathtub. Electricity generated from coal power plants, wind turbines, solar panels, etc. flow into the “bathtub”, filling it up.

No matter where in Nova Scotia the electricity is generated, the electricity fed into the NSP’s grid helps fill the bathtub.

This project is no different: the solar garden generates electricity and feeds it into Nova Scotia Power’s power grid.

In the case of this project, the solar garden will be located in Colchester.



The Utility (NSP)

Nova Scotia Power measures the solar energy generated by the community solar garden once per month and credits project subscribers with a power purchase rate for the solar energy that is produced and fed into the grid each month. They are buying back the energy produced by the solar garden.

The amount of energy generated by the garden will determine how much NSP credits subscribers; it is variable since it’s based on how much energy is generated by the sun.

This deal has a 25-year lifespan and is called a Power Purchase Agreement. Nova Scotia Power offers a purchase rate of \$0.02/kWh generated which is fixed for the duration of the Agreement.

Energy Poverty in Kentville

Energy poverty is when households struggle to afford sufficient energy to meet their basic home energy needs, including electricity and home heating fuels; generally spending more than 6% or more of their after-tax income on home energy costs.

Accordingly to the Kentville Census Subdivision Data, energy poverty is a significant challenge for the community, particularly for a portion of households experiencing high or extreme burdens.

Percentage of population spending more than 6% of their after-tax income on home energy costs in Kentville (Census Subdivision Data):

- 39.5%: High home energy cost burden (6%+)
- 17%: Very high home energy cost burden (10%+)
- 5.6%: Extreme home energy cost burden (15%+)

In Kentville, 61.5% of the total population is experiencing energy poverty.

Assuming the average household uses 12,000 kWh annually, Kentville residents experiencing energy poverty could be eligible for up to \$240 off their power bill each year through community solar (12,000 kWh X \$0.02/kWh).

Policy Review: Conferences for Elected Officials TOK202514

Meeting Date: February 10, 2025
Department: Administration

RECOMMENDATIONS

That Council approve Policy Statement G111 Council Conference Attendance and Professional Development as in the attached report (TOK202514).

That Council repeal Policy Statement G21 FCM Conference Attendance.

SUMMARY

The proposed policy provides guidance to Mayor and Council interested in attending any provincial or national conferences that will improve their understanding of local government and will replace a policy which provided guidance only for the annual Federation of Canadian Municipalities conference.

BACKGROUND

Currently, the Town of Kentville has a policy for attendance by elected officials at the Federation of Canadian Municipalities (FCM) conference. Each year this conference is at a different major city in Canada. The policy states that Mayor and Council should each have a chance to attend the FCM conference during their 4-year term, and also that Mayor and Council should all attend the FCM conference when it is hosted by a city in Atlantic Canada. Staff develop budgets for Council attendance at conferences based on this policy, and on a set amount for each councillor and the Mayor.

Over the past decade, local government conferences have grown and have become significant sources of education for elected officials. They offer a wide range of workshops, presentations, discussions and tours to help elected officials learn how to govern. Conferences are also a chance for elected officials to meet each other and talk about common challenges, opportunities, solutions and collaborations. Lastly, participation on the boards of provincial and national organizations is a way to help these organizations further support municipalities across the country.

With increased interest in participation of Kentville Council in national and provincial conferences, there was a need to strengthen the policy for conference attendance.

DISCUSSION

During review of the existing policy, staff attempted to address (a) the process of review of upcoming annual conferences, (b) development of budget calculations for Council and (c) approval for additional funding for conferences and professional development.

Review of Existing Conferences

Over the past ten years, staff and elected officials have attended annual conferences for Nova Scotia Federation of Municipalities (NSFM), Federation of Canadian Municipalities (FCM), Nova Scotia Association of Police Governance (NSAPG), Canadian Association of Police Governance (CAPG) and the Sustainable Communities Conference (SCC). In the proposed policy (section 4.2), it is recommended that staff review these events in the fall and calculate estimates for attendance. This would provide a budget based on each conference and would give Council a chance to review all conferences based on their interests and budget.

Review and Development of Budgets

Annually in December, where possible, Council will provide a list of conferences (with approximate budgets) they are interested in attending in the following fiscal year. The lists will be submitted to the Mayor and CAO for review. Section 4.3 in the proposed policy outlines this step.

Approval for Conferences and Additional Budget

Annually in January, Council will meet to review the proposed list of conference attendance for the following fiscal year, and create a budget for Council Travel Expenses.

In some cases, a conference date or location may change, or may not be scheduled during this December/January review period. In the event that a member is interested in attending a conference (a) not in their approved list or (b) that exceeds their annual budget, sections 4.5 and 4.6 state that members will submit requests for variance to the Mayor and CAO for review. Council will together deliberate on the proposed deviation.

Lastly, if it is important to Council, that learnings and opportunities from conferences be shared with all members, section 4.8 of the policy dictates that members will provide a report on each conference at the next scheduled meeting of Council, with their Mayor and Councillor Report.

JURISDICTIONAL SCAN

Municipality	Approval by Council or Mayor	Staff report on Upcoming Conferences	Budget
Wolfville	Council	Staff prepare list of conferences	Dependent on conference participation
Truro	<u>Council</u>	No staff report	<u>Set Budget</u>
Amherst	Council	Staff prepare list of conferences	Dependent on conference participation
Antigonish	Subject to budget, no approval	No staff report	Subject to budget, approved case by case

County of Kings	Council	No staff report	Approval for full attendance at both NSFM conferences
Berwick	Pre-determined	No staff report	Approval for full attendance at one NSFM conference per year per elected official
East Hants	Council	No staff report	Subject to budget, approved case by case

*Above municipalities ALL have a separate budget for NSFM conference, so all of Council can attend annually

RELATED COUNCIL DISCUSSIONS

January 13, 2025. Discussion of Council Conference Attendance. Motions “That Council direct the CAO to review Policy Statement G21 FCM Conference Attendance to include budgeting and Mayor approval of all other conferences for elected officials.”

POLICY IMPLICATIONS

The attached policy provides clear guidance on budget development, and the approval process for annual conference attendance for Council members.

BUDGET IMPLICATIONS

As a result of this policy, budgets associated with Council expenses may be associated with specific conferences and expense amounts, leading to more predictable administration and legislative budgets.

ATTACHMENTS AND LINKS

Proposed Policy Statement G111 Conference Attendance and Professional Development

RECOMMENDATION

That Council approve Policy Statement G111 Council Conference Attendance and Professional Development as in the attached report (TOK202514) at the February 24 2025 meeting of Council.

That Council repeal Policy Statement G21 FCM Conference Attendance at the February 24 2025 meeting of Council.

DRAFT

Formatted: Font: Proxima Nova, 28 pt

TOWN OF KENTVILLE POLICY STATEMENT
G81G111
**CONFERENCE ATTENDANCE AND
PROFESSIONAL DEVELOPMENT**



1.0 PURPOSE

- 1.1 To provide a procedure, ~~under which which allows~~ the Town of Kentville ~~will to be properly represented by elected officials at this provincial and national conferences, and to allow a fair schedule for attendance by the Mayor, Council members and the CAO.~~
- 1.2 ~~To give fair and equitable opportunity for Council participation at conferences by all members of Council.~~
- 1.1.3 ~~To provide elected officials with opportunities to learn and use effective and modern practices for the conduct of municipal business in the best interest of the Town of Kentville.~~

2.0 DEFINITIONS

~~The Annual Federation of Canadian Municipalities' Conference is nationally recognized as a valuable opportunity for the sharing of information and for networking. The location of this event is scheduled on a rotating basis – from the West coast, to central Canada, to the East Coast.~~

Formatted: Indent: Left: 0.75", No bullets or numbering

- 2.1 ~~CAPG means the Canadian Association of Police Governance~~
- 2.2 ~~FCM means the Federation of Canadian Municipalities~~
- 2.3 ~~NSAPG means the Nova Scotia Association of Police Governance~~
- 2.4 ~~NSFM means the Nova Scotia Federation of Municipalities (previously named UNSM - Union of Nova Scotia Municipalities)~~
- 2.5 ~~SCC means the Sustainable Communities Conference~~
- 2.6 ~~CAO means the Chief Administrative Officer of the Town of Kentville~~
- 2.7 ~~Mayor means the Mayor of the Town of Kentville~~
- 2.8 ~~Members of Council means all council members including the mayor of the Town of Kentville~~
- 2.9 ~~Professional Development – Seminars, courses, meetings, and any other training opportunity related to understanding or improving municipal business.~~
- 2.10 ~~Representative – Elected officials, Town employees, Committee members and CAO.~~

3.0 SCOPE

~~The Annual Federation of Canadian Municipalities' Conference is nationally recognized as a valuable opportunity for the sharing of~~

Formatted: Indent: Left: 0.75", No bullets or numbering

information and for networking. The location of this event is scheduled on a rotating basis – from the West coast, to central Canada, to the East Coast.

- 3.1 This Policy is applicable to members of council who wish to attend conferences as representatives of the Town of Kentville.

4.0 PROCEDURES

- 4.1 The CAO and the Mayor will be given the opportunity, and will be encouraged, to attend the annual conference of the Federation of Canadian Municipalities each year.
- 4.2 Each Councilor will be given the opportunity to attend a conference during the duration of his/her term of office in council. (4 years)
- 4.3 A schedule will be established for attendance, and a maximum of 3 Councilors will be eligible to attend each year.
- 4.4 The exception to the number of Councilors permitted to attend, will be that if the conference is held in the Maritime Provinces, in which case additional representatives may be eligible to attend.
- 4.1 If a Councilor is unable to attend his or her scheduled conference, he or she will be eligible for a future conference, only if a vacancy allows.
- 4.2 Annually, staff shall prepare a list of known conferences, including locations, for consideration by Council. The list of conferences shall be shared with the CAO and Mayor, and then with Council.
- 4.3 Members of Council shall submit requests to attend conferences annually by December 31 (or as appropriate). Lists shall be submitted to the Mayor and CAO for review. These opportunities must have a direct benefit to the work of council.
- 4.4 Council will review the list of conference preferences and will determine attendance. Staff will use this list to determine budgets for Council Travel Expenses.
- 4.5 Elected officials shall not exceed their budgeted amount unless authorized by Council. Council may change the maximum allotted budget amounts by resolution, through the budget process or by amendment of this Policy.
- 4.6 Members of Council wishing to attend any other conferences or professional development event shall submit their request to the Mayor and CAO, who will review the request and make a recommendation to Council.
- 4.7 Any approval for conference attendance and professional development shall be subject to the budgetary funds available.
- 4.8 After attending a conference, at the next scheduled meeting of Council, members of council shall include in their Council report of any learned knowledge and opportunities from the event.
- 4.9 If an organization invites an elected official to a conference or professional development event, the travel expenses will be paid from the elected official's budget, subject to availability of funds. If an organization invites a specific elected official to speak or present at a

conference, the inviting organization will be expected to pay for the travel expenses of that elected official.

4.10 The Fall NSFAM conference shall be a separate budgeted amount for all Council to attend annually.

5.0 FCM ANNUAL CONFERENCE

5.1 The CAO and Mayor will have a budget allocation to attend the annual conference of FCM.

5.2 Each Councillor will be given the opportunity to attend an FCM conference during the duration of their current term of office in council. (4 years)

5.3 A maximum of 3 Councillors will be eligible to attend FCM each year.

5.4 When the FCM conference takes place in New Brunswick, Prince Edward Island, Nova Scotia or Newfoundland and Labrador, conference participation shall be open to all Council members using a budget amount that is separate from the allocated amount for other conferences and professional development.

4.5-

5.06.0 ASSOCIATED DOCUMENTS

6.07.0 POLICY REVISION HISTORY

Date Created: February 14, 2001
January 2017. Reformatted

Formatted: Indent: Left: 0.5", No bullets or numbering

Formatted: Indent: Left: 0.38", No bullets or numbering

Formatted: TOK Headings, No bullets or numbering

Formatted: Indent: Left: 0.5", No bullets or numbering

DRAFT

TOWN OF KENTVILLE POLICY STATEMENT G111 CONFERENCE ATTENDANCE AND PROFESSIONAL DEVELOPMENT



1.0 PURPOSE

- 1.1 To provide a procedure which allows the Town of Kentville to be represented by elected officials at provincial and national conferences
- 1.2 To give fair and equitable opportunity for Council participation at conferences by all members of Council.
- 1.3 To provide elected officials with opportunities to learn and use effective and modern practices for the conduct of municipal business in the best interest of the Town of Kentville.

2.0 DEFINITIONS

- 2.1 CAPG means the Canadian Association of Police Governance
- 2.2 FCM means the Federation of Canadian Municipalities
- 2.3 NSAPG means the Nova Scotia Association of Police Governance
- 2.4 NSFM means the Nova Scotia Federation of Municipalities (previously named UNSM - Union of Nova Scotia Municipalities)
- 2.5 SCC means the Sustainable Communities Conference
- 2.6 CAO means the Chief Administrative Officer of the Town of Kentville
- 2.7 Mayor means the Mayor of the Town of Kentville
- 2.8 Members of Council means all council members including the mayor of the Town of Kentville
- 2.9 Professional Development – Seminars, courses, meetings, and any other training opportunity related to understanding or improving municipal business.
- 2.10 Representative – Elected officials, Town employees, Committee members and CAO.

3.0 SCOPE

- 3.1 This Policy is applicable to members of council who wish to attend conferences as representatives of the Town of Kentville.

4.0 PROCEDURES

- 4.1 Annually, staff shall prepare a list of known conferences, including locations, for consideration by Council. The list of conferences shall be shared with the CAO and Mayor, and then with Council.
- 4.2 Members of Council shall submit requests to attend conferences annually by December 31 (or as appropriate). Lists shall be submitted to

the Mayor and CAO for review. These opportunities must have a direct benefit to the work of council.

- 4.3 Council will review the list of conference preferences and will determine attendance. Staff will use this list to determine budgets for Council Travel Expenses.
- 4.4 Elected officials shall not exceed their budgeted amount unless authorized by Council. Council may change the maximum allotted budget amounts by resolution, through the budget process or by amendment of this Policy.
- 4.5 Members of Council wishing to attend any other conferences or professional development event shall submit their request to the Mayor and CAO, who will review the request and make a recommendation to Council.
- 4.6 Any approval for conference attendance and professional development shall be subject to the budgetary funds available.
- 4.7 After attending a conference, at the next scheduled meeting of Council, members of council shall include in their Council report of any learned knowledge and opportunities from the event.
- 4.8 If an organization invites an elected official to a conference or professional development event, the travel expenses will be paid from the elected official's budget, subject to availability of funds. If an organization invites a specific elected official to speak or present at a conference, the inviting organization will be expected to pay for the travel expenses of that elected official.
- 4.9 The Fall NSFAM conference shall be a separate budgeted amount for all Council to attend annually.

5.0 FCM ANNUAL CONFERENCE

- 5.1 The CAO and Mayor will have a budget allocation to attend the annual conference of FCM.
- 5.2 Each Councillor will be given the opportunity to attend an FCM conference during the duration of their current term of office in council. (4 years)
- 5.3 A maximum of 3 Councillors will be eligible to attend FCM each year.
- 5.4 When the FCM conference takes place in New Brunswick, Prince Edward Island, Nova Scotia or Newfoundland and Labrador, conference participation shall be open to all Council members using a budget amount that is separate from the allocated amount for other conferences and professional development.

6.0 ASSOCIATED DOCUMENTS

7.0 POLICY REVISION HISTORY

Date Created: February 14, 2001

KENTVILLE TOWN COUNCIL

Enclosed, please find a package containing letters, photographs and details from residents of Miners Landing Apartments, concerning The Dog Park.

Page 2 Points of consideration outlining the issue, problem, solution and ending

Page 3 Picture of Miners Landing and The Dog Park

Page 4 Picture of The Dog Park

Page 5 Suggested new location for The Dog Park at 748 West Main Street (PID # 55264402). This location is between the Skateboard Park and the Bulk Plant,

Page 6 Suggesting the existing Dog Park be turned into a resting/picnic area

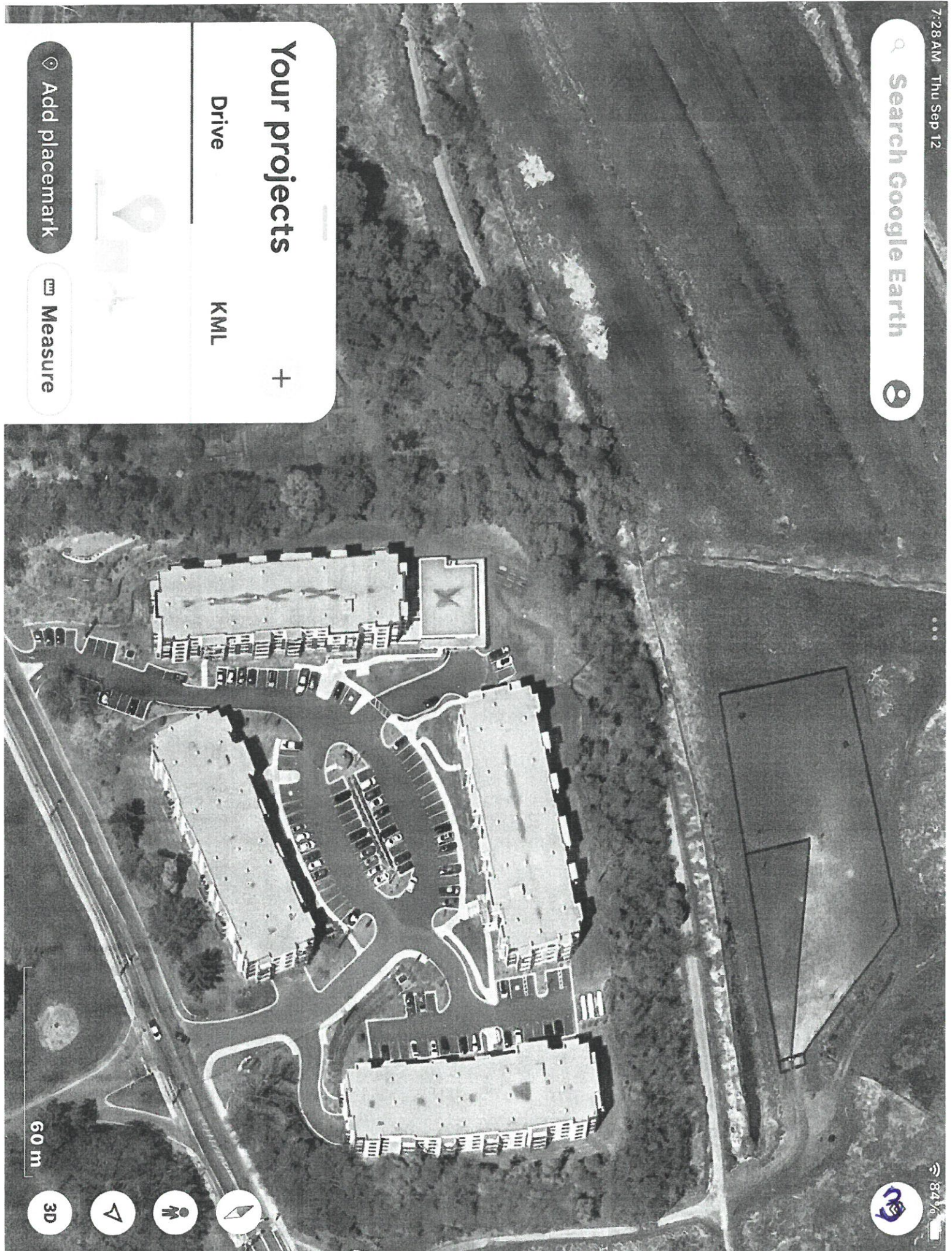
Page 7-10 Letters from concerned residents of Miners Landing Apartments

January 20, 2025

POINTS OF CONSIDERATION REGARDING THE KENTVILLE DOG PARK

- ◆. Miners Landing Apartments consist of 210 units, with approximately 400-500 residents. (Larger than MacDougall Heights & Bonavista Estates)
- ◆. Many of the residents are shift workers (Nurses, Town Police, RCMP, Michelin, etc.)
- ◆. **ISSUE:** The Dog Park continually disturbs the privacy of the residents.
Please Note: Although it is not the fault of the dog owners, there was NEVER an opportunity for the residents of Miners Landing to express their thoughts as to the location of the park.
- ◆. **PROBLEM:** Understandably, it has become a very social gathering place for the dog owners and therefore, MOST folks arrive at the same time. This, more than often, results in constant "BARKING"!!!
- ◆. **SOLUTION:** Relocate the fence (104 posts) to a new location, situated on West Main Street, beside the skateboard park. This location is not next to, or across from any residential homes. There are lots of trees to provide shade to both the dogs and their owners.
- ◆. **ENDING:** Turn the existing dog park into a picnic/rest area. This is a natural meeting place for people using the trail. With the dog park relocated, more parking would be available at Eaves Hollow for those using the trail.

Search Google Earth



Your projects

Drive

KML

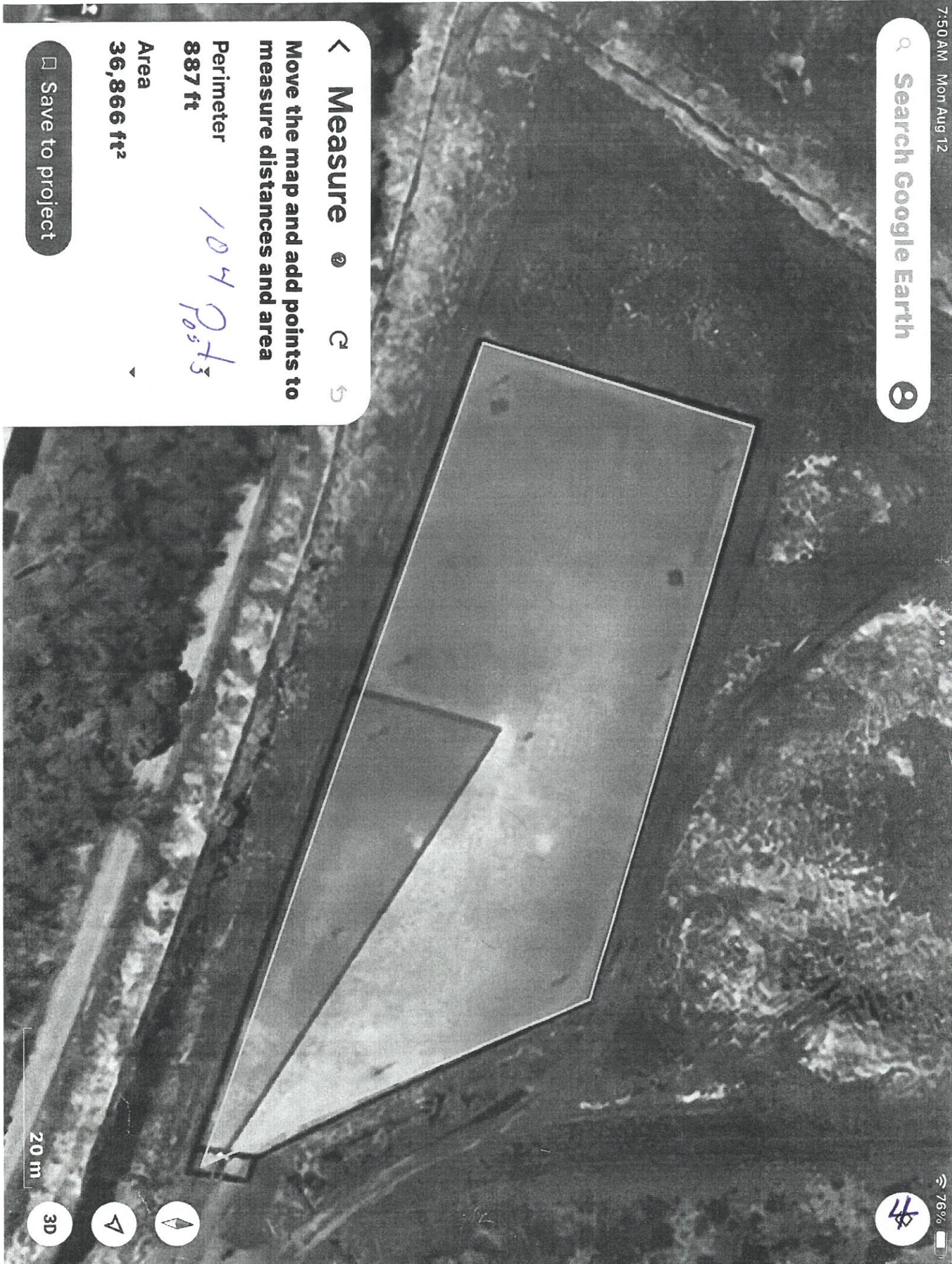


Add placemark

Measure

60 m





< Measure

Move the map and add points to measure distances and area

Perimeter *104 Pts*
887 ft

Area
36,866 ft²

Save to project

20 m

3D

 Kentville Skatepark
KE-Skatepark



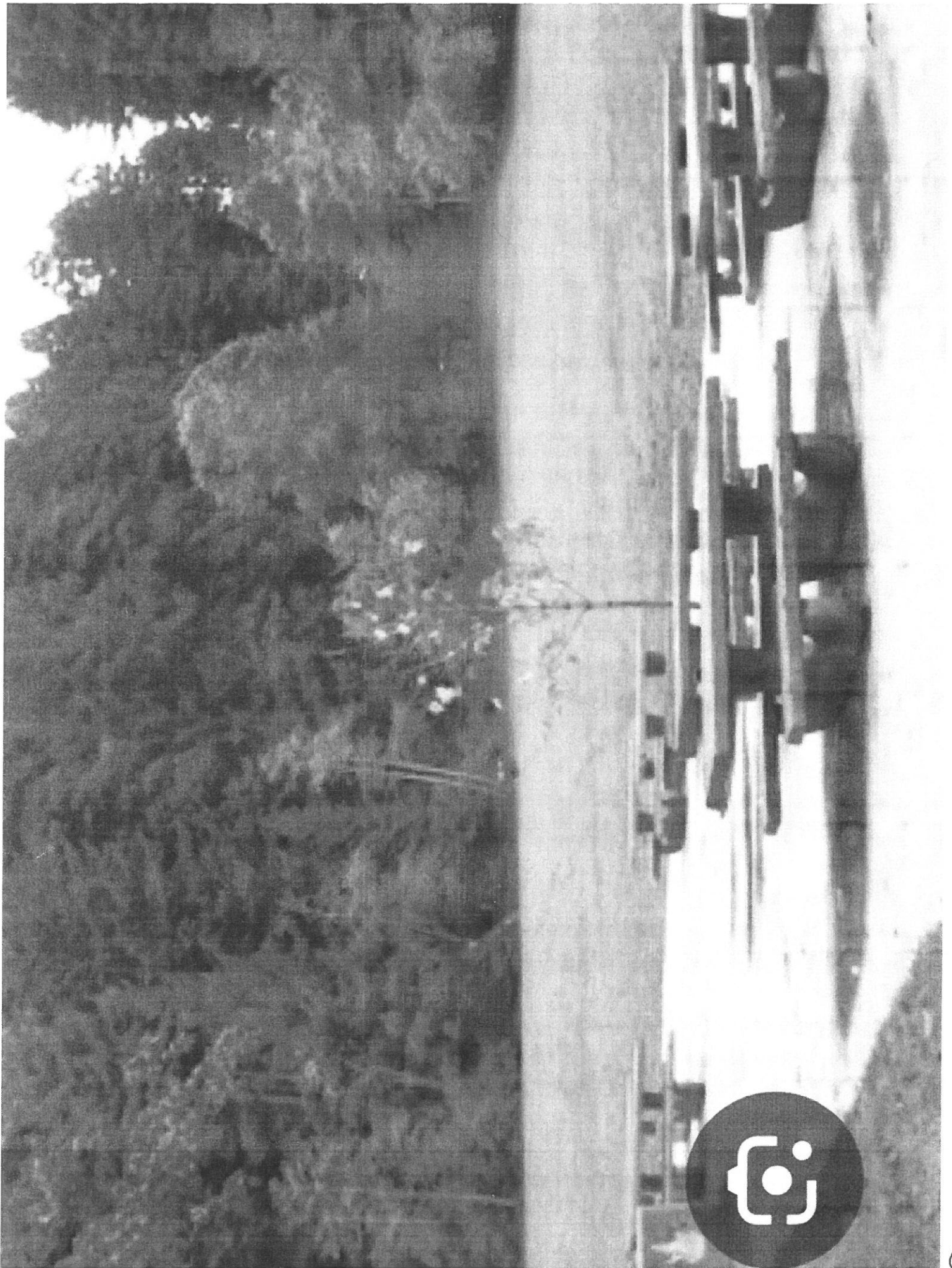
< **Measure**   

Move the map and add points to measure distances and area

Perimeter
1,168 ft 

Area
59,924 ft² 

Save to project



January 20, 2025

To: Kentville Town Council

As residents of Miners Landing Apartments, we are delighted with the natural beauty that surrounds us! We are so fortunate to have a lovely apartment that faces onto the Harvest Trail and the river. Relaxing on our balcony ... soaking up all the beautiful nature, is/was a favourite pastime.

Then one day, a couple years after we moved in ... up went the fence for the dog park! From the day it opened we were immediately disturbed by "barking dogs"!!! We found ourselves closing our windows and patio doors, in an attempt to drown out "some" of the noise. I can HONESTLY say we tried ... and tried ... to learn to block out the noise, but we've never been able to get used to it. Our balcony is an extension of our apartment and it's like having an extra room in our home, however, we often can't enjoy it!

We realize that the dog owners who use the park, are thrilled to have a gathering place for their dogs to romp and for them to interact with other pet lovers. Dog parks are a wonderful asset to many people in numerous communities . Unfortunately, the joy they get, results in a major annoyance for many of the residents of Miners Landing who can no longer enjoy sitting on their balconies soaking up nature.

Therefore, we respectfully request that you relocate the existing dog park to a new location.

Attached, please find a list of points we ask you to consider regarding the park.

Respectfully yours,



*Richard & Leslie Galpin
12 Miners Landing Drive, Apt. 302
Kentville, NS*

January 21, 2025

To: Kentville Town Council

We moved into Miners Landing Apartments upon its completion, and are delighted to live in this lovely new complex.

Like many of the residents who reside here, we are of that age when we chose to downsize and find a new place to call home! The hunt was on to find the perfect location and as soon as they broke ground at Miners Landing, we knew we wanted to live here! The natural beauty and peaceful quiet surroundings, made it very easy to make the decision of relocating.

We were quite surprised and disappointed when The Town of Kentville, with no input from the residents, showed up one day and built a dog park. The constant barking certainly makes it difficult for us to enjoy peaceful times on our balcony.

We do appreciate the fact that the dog owners enjoy having a place to take their dogs for a run. Therefore, we are simply requesting that you move the existing park to a new location where residents will not be bothered by the annoyance of barking dogs.

Thanking you in advance ...

Respectfully,

Mc Sweeney
Glenna Bweeney

From: foley.anna1@icloud.com
Subject: Dog Park
Date: Jan 19, 2025 at 2:50:24 PM
To: Leslie and Richard Galpin rggal89@gmail.com

Dog Park

I am an original tenant of Miners Landing. I moved here in September of 2020 into a corner apartment facing northwest. I was very happy to have a beautiful view of the Cornwallis River and easy access to our wonderful trail system. As a nurse working shift work, I found it very quiet and peaceful. I could easily sleep and this had factored into my decision to choose the unit I did.

All that changed with the installation of the Dog Park. I had heard rumours about the possibility of a dog park being built behind Miners Landing a few years after moving in but assumed it was just a rumour. I personally thought of that area as a bird sanctuary and a place of beauty and solitude. I did not think anyone would want to change the ecosystem that we were so fortunate to have... basically in our backyard. Surely we would be consulted about something that affected our day to day lives. The residents of Miners Landing were never given a voice in the decision even though it was our community that was impacted the most.

Since the opening of the Dog Park in the spring of 2023, I have been inundated with constant barking... at times from

early morning until late evening. It has become similar to a "town commons" with dog owners congregating for up to 2 hours at a time. Gone is the peace and solitude, the ability to sleep when working different shifts, and being able to sit on my balcony and converse with friends or to simply listen to birdsong or read a book. What was once a beautiful place to live has become what feels like a prison where I have to stay inside instead of enjoying the fresh air and peacefulness.

I was informed by a member of Kentville Town Council that nothing could be done. I beg to differ.

I believe a solution to this issue would be to remove the fencing and relocate the park to a more suitable part of Kentville that has less of an impact on the quality of life for Kentville residents.

Let us return our ecosystem to what it was and put an end to the noise pollution affecting so many of us for the betterment of our health.

Thank you
Anna Foley



642 West Main Street
Kentville, NS
B4N 1L7
(902) 679- 1743
jocelynnicholson@eastlink.ca

January 22, 2025

Town of Kentville
Mayor Zebian and Council Members
354 Main Street
Kentville, NS

RE: Concerns Regarding Storm Water Management Study

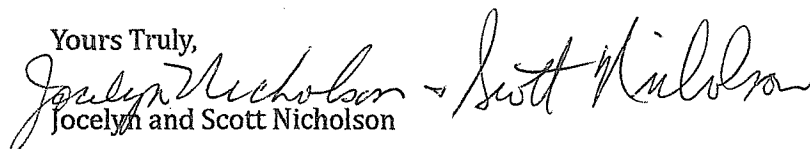
Dear Mayor Zebian and Council Members,

We would like to formally thank you for organizing the Public Input Meeting with Dillon Consulting on November 20, 2024. Their presentation was well received and as an owner of property on West Main Street, it was beneficial to hear from other residents who are experiencing Storm Drainage issues during rain events, as this puts our concerns into a broader community context. With climate change that includes rising tides and variable weather patterns, thank you for committing to a "Town Storm Water Management Master Plan" to address current and future flooding.

In the reports from the January 13th Council Meeting, we see applications being made for funding to address drainage water concerns. In those minutes, Mr. Bell, Chief Engineer, indicated that Dillon Consulting "...expect to complete the field work this week and then present the report to Council in late February". This brings us to the purpose of this letter. On November 20th, we were asked to sign a piece of paper indicating that we would like to be contacted by the consulting company. Via a letter which was handed to them that evening, we personally requested they contact us. A copy of that letter was given to town staff.

We have had no contact from Dillon Consulting. Our neighbors have confirmed that they have not been contacted either. We have grave concerns that the community engagement piece on November 20th was politically correct but did not actually engage residents in problem solving. The survey and pictures submitted by residents will highlight areas of concern but cannot in any way replace the value of true back and forth conversations. Emotions run high, especially for residents who have suffered from regular water drainage issues, but true engagement would settle these emotions.

We respectfully ask for a reply to these two questions. Why have we not been called or contacted by Dillon Consulting? Will Town Council be receiving a final report at the end of February before any further public input? On November 20th we were told that preliminary findings would be shared at a public meeting, before our Town Council tabled the final report. We thank you in advance for answering our questions.

Yours Truly,

Jocelyn and Scott Nicholson

ROTARY CLUB OF KENTVILLE

SERVICE
ABOVE SELF



HE PROFITS MOST
WHO SERVES BEST

P.O. BOX 85
KENTVILLE, NOVA SCOTIA, CANADA B4N 3V9
www.kentvillerotary.org

January 29, 2025

Mr. Craig Langille,
Director of Parks and Recreation
Town of Kentville
354 Main St.,
Kentville, NS
B4N 1K6

Dear Sir,

Re: Rotary Gazebo Project Adjacent to Kings County Academy

Regrettably, I must inform you that the Rotary Club of Kentville has decided to not further pursue the construction of the subject gazebo. Despite considerable efforts on the part of the Club, we have determined that the cost of this project far exceeds the resources we have available.

It remains our intent to identify a project that does recognize and celebrate 100 years of Rotary in our community. Consequently, we wish to retain our lines of communication with you and the Town, to perhaps identify something that can fit within our finite resources. In the meantime, we express our appreciation to you and Town Council in favorably considering the gazebo project.

Yours truly,

A handwritten signature in black ink, appearing to read "Rick Graham", written over a horizontal line.

Rick Graham, Secretary
902-365-2867

Support letter for making the Diversity and Belonging task Force a Committee

From Rosanne Brewer <rosannebrewer63@gmail.com>

Date Tue 2/4/2025 8:21 PM

To Jennifer West <jwest@kentville.ca>

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

Dear Town Council

I am writing this letter in support of making the Diversity and Belonging task force into a Committee.

One would think in this day and age that we wouldn't need such a committee but unfortunately that is not the case. Prejudice and non-inclusiveness still exist along with Stigmatic thinking and behavior that is why this task force needs to be a committee. We definitely do need this committee in place as a welcoming Advocate for all walks of life be they old or young from all cultures around the world who have chosen Kentville to be home. For our Natives whose land we live on and our African Nova Scotians and our disabled persons be it visible or invisible and our LGBTQ community.

I have lived in Kentville most of my life and have seen modest change and recurrent stigmatic thinking and behavior. We need a voice and this COMMITTEE would be that much needed voice.

In closing I would like to share an experience I had this evening at the VCLA community supper. The supper crowd was a large one with lots of children running around and playing the children were of many cultures they treated each other with respect and kindness it didn't matter that they all looked different if they were rich or poor in their eyes was only acceptance. We need this committee to help educate adults to see each other as these children see each other.

Thank You
Rosanne Brewer
Chairperson of the
Oakdene Garden Group

Support for the Diversity and Belonging Task Force

From Stephen Weiss <weiss.stephen64@gmail.com>

Date Tue 2/4/2025 4:28 PM

To Jennifer West <jwest@kentville.ca>

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

Dear Jennifer West,

I hope this message finds you well. I am writing in regard to the upcoming vote on the Diversity and Belonging Task Force for the town of Kentville. As someone who has lived with differences—being a person with a disability and a French-speaking Canadian—I've faced numerous hurdles and forms of discrimination in many areas of my life, including school, work, and housing.

It is my firm belief that establishing a Diversity and Belonging Task Force in Kentville will not only benefit individuals facing these challenges, but also enrich our community as a whole. We are living in a time where people from diverse backgrounds are increasingly being accepted, but there is still much work to be done.

As you may know, I sit on several committees and belong to various organizations. This past weekend, I attended a focus group for one such group—historically composed of professionals but now becoming more inclusive. During this session, a comment was made by an individual who suggested that, if we are serious about growing our membership, we should focus on recruiting those who can afford to contribute to our initiatives. While the intention was to help, the sentiment expressed was one of exclusion—a reluctance to associate with the very individuals they aim to support.

This experience highlighted the need for a dedicated team to tackle these issues head-on. I believe that a Diversity and Belonging Task Force would be an essential step toward breaking down attitudes and barriers that continue to exist, making them invisible in our community.

We now have an opportunity, at this crucial moment in history, to ensure that Kentville becomes a more inclusive and supportive place for all its residents. I wholeheartedly support the creation of this task force and hope that you will too.

Thank you for your time and consideration.

Sincerely,

Stephen I. Weiss, M.Ed. (Counsellor)

[902] 670-0047

612 West Main Street
Kentville, NS
B4N 1L7
(902) 698-7316
Kristalaing@eastlink.ca

February 4, 2025

Town of Kentville
Mayor Zebian and Council Members
354 Main Street
Kentville, NS

RE: Concerns Regarding Storm Water Management Study

Dear Mayor Zebian and Council,

I am writing this letter, hopeful, that it may find its way on the agenda for the February CAC meeting. There seems to be confusion and concern regarding the collecting of information and data being used for the Storm Water Management Study.

During the November 20th public presentation, it was stated that there would be an opportunity for residents to have input on this study. Residents were then encouraged to submit pictures, videos, and documentation to Dillon Consulting for their review and possible inclusion in the study. What transpired was confusion surrounding which email to send documentation to and questions arose as to whether or not the submissions were ever received by the consulting company. That issue seems to have been resolved in January

with an email address of: stormwater@kentville.ca. Residents should assume that the town monitors all the documentation that goes to this address so questions still linger with some residents if the information submitted is in, actually, getting to Dillon Consulting.

Now, as we approach the middle of February, the report is due to be presented at the end of February and no one from West Main Street has been consulted that was affected by the severe flood of 2003 or July of 2024.

Correspondence received from Mayor Zebian suggests that as Dillon Consulting conducted their field work down on West Main Street, “numerous members from the street visited with the consultants to share their stories”.

After inquiring with 12 of the 20 south side West Main Street residents, none were ever contacted by Dillon Consulting or visited with/by the consultants. Let me be clear, I am not suggesting that Mayor Zebian is saying anything other than what he was told. I am concerned that perhaps, there has been miscommunication on the level of community engagement.

Correspondence from Mayor Zebian also states that at least one person from each of the impacted areas will be spoken with. I’m not sure when these conversations may happen but to date no one has been contacted from West Main to arrange for a conversation to take place. I might suggest that as the report is due at the end of February, these conversations may be held a little late to have any kind of bearing on the findings of the study.

Why has Dillon Consulting not consulted with residents affected on West Main Street?

Council, many of you use the platform of transparency and engagement during your recent campaigns. I am asking you to press a little harder for more community engagement on this subject. The outcome of the study may not be changed by this community engagement but then again, it might be. If the community engagement portion of the study was simply to submit documentation on line via email, then I believe we have very different views on “engagement”. I believe a public forum before the report is submitted to council may go a long way in rebuilding trust, commitment, and honest dialogue to our community. I understand that this is not just a West Main issue. I am worried and concerned for many of our neighbourhoods that deal with stormwater issues so this forum should be held at a time and place, with advance notice, that has capacity to seat more than council chambers will allow.

Thank you for your consideration in this matter.

Sincerely,

Krista Laing

My name is Tracey Clements, and I am the CEO and Founder of Elevate Cultural Enrichment Hub, which was officially launched in January 2024. I hail from Gibson Woods, a vibrant community rich in African heritage, and Kentville, Nova Scotia, formerly recognized as Pinewoods

In September 2023, my colleague Roxy Peterson, the Neighborhood Community Outreach Coordinator, and I initiated a significant inquiry. We asked ourselves whether individuals of African descent, Indigenous peoples, or other racialized groups feel represented in our town. Our goal was to explore their historical presence in business and local governance. To uncover these truths, we embraced the philosophy of the Sankofa Bird, which teaches us to look back at history to better navigate our present and future.

We established two key initiatives: forming a Diversity and Belonging Task Team and launching a historical project called Ubuntu, aimed at shedding light on the previously overlooked black community of Pinewoods. This led to the creation of Elevate Cultural Enrichment Hub, dedicated to addressing these vital issues and uplifting our communities—encompassing everyone in the area. The essence of Ubuntu, meaning "I am because we are," emphasizes that when we collaborate, the benefits multiply, leading to shared success for all.

Diversity extends far beyond mere ethnicity or skin color, which many often mistakenly equate it with. It encompasses the inclusion of all individuals within our communities, prioritizing their overall well-being—physically, emotionally, spiritually, and financially. This includes a focus on the welfare of senior members of the community, ensuring they too are supported and valued.

Achieving this goal requires that every voice is acknowledged and represented, particularly those with firsthand experiences. The notion that "something is not a problem until it becomes a problem for you" highlights the importance of empathy and

awareness in addressing the needs of diverse populations. By listening to these voices, we can better understand the challenges faced by different groups.

It is essential for all levels of government and local councils to reflect visual diversity and the lived experiences of their communities. During a series of Community Engagement sessions in Kentville, many representatives from non-ethnic non-profit organizations, highlighted a significant gap in representation and the services available for specific groups. They expressed concerns about the lack of initiatives aimed at addressing these disparities, prompting a call for action to meet these community needs.

In May 2024, we reached a pivotal milestone with the formation of the Belonging and Diversity Task Team. This group was created with the intention of evolving into a committee dedicated to addressing the pressing questions raised by the community. Its purpose is to serve as a vital link between residents and the Town Council, ensuring that the voices of underrepresented groups are heard and considered in decision-making processes.

The establishment of a Diversity and Belonging Committee is vital for empowering those who often go unheard. This initiative fosters a culture of openness and understanding, helping to alleviate the fears that can arise from ignorance. By actively engaging with the community and focusing on shared values, we can work together to address common challenges and cultivate a more inclusive atmosphere for all.

ADDENDUM

Elevate Cultural Enrichment Hub has secured a grant from The Kings Municipality and has been tirelessly engaged in a historical project set to be showcased at Town Hall, the very place where Roxy and I embarked on this adventure. The Elevate Cultural Enrichment Hub will persist in collaborating with community partners and the town to

achieve a range of objectives, particularly in the realm of history, while also aiming to educate the community.

Letter for the Mayor and Council members in support of DBTT

From Rachel Creasor <rachelcreasor@gmail.com>

Date Wed 2/5/2025 9:06 AM

To Jennifer West <jwest@kentville.ca>

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

Dear Mayor and Town Council members,

My name is Rachel Creasor and I live and teach in the town of Kentville. I am writing to you today in support of the Diversity and Belonging Task Team (DBTT) becoming a Committee to Council. I am a member of DBTT, and believe that Kentville, the council, and the mayor would benefit greatly by establishing and being advised by this committee.

First, it is important to talk about why DBTT was established, and why the task team can move into committee now. DBTT was established to look into the development of an anti-racism policy for the town. That was its task. We were asked to do that before any provincial mandate was sent down the pipe.

The team realized by the end of the first meeting that Diversity and Belonging is very needed in Kentville, and its scope is much larger than one task. Then the province came with its initiative, which is for staff only. The task team understood right away that the initiative is not enough because it does not involve community connection, or first person voices, as there is not enough racially diverse people on staff to do that. It also does very little to inform the mayor and council on how to connect to community and progress further in the area of diversity and belonging.

The task team is made up of volunteers from the community. The team is made up of racially diverse members of the community, as well as other members of the community that are equity owed. You might be asking yourself "Why does Rachel use the term equity owed instead of equity seeking, or equity deserving?"

To understand that we must first explore what equity is, and how it is different from inclusion, and accessibility.

Kentville is, and has always been a wealth of diverse people.

Kentville must examine the full range of lived experiences and perspectives in the town, and understand that it is a benefit for the whole town to tap into these perspectives in order to encourage further growth. If this task team became a committee they could include this in their mandate.

The principle of inclusion is creating environments in which everyone can feel welcome, respected, represented, supported, valued and where everyone can fully participate. Does the town really create an inclusive environment and a sense of belonging for every citizen? I think that, DBTT becoming a committee could explore this by making authentic community connection. It is important to understand that inclusion is different than accessibility.

Accessibility is the principle of ensuring that everyone along the continuum of human ability and experience can fully participate. Can we say that Kentville does this, when they continue to hold their meetings in a building where many of it's citizens can not access the second floor? Do we believe that every citizen has the ability to completely participate in all aspects of life in our town?

Everybody has access needs. Everybody. What is the town doing to ensure that they are making all aspects of life accessible? Kentville's Inclusion and Access Advisory Committee is the committee that can have the mandate to address the principle of accessibility.

Finally, the principle of equity is working towards fair outcomes for people by treating them in ways that address their unique advantages and barriers. To accomplish this principle the town will require authentic community connection.

I don't use the term equity seeking, because everyone is seeking equity. I don't use the term equity deserving, because everyone deserves equity. I use the term equity owed because there are people, citizens, that have been historically, and are currently not receiving fair outcomes, and are being ignored when it comes to their communities unique advantages, or the barriers that they face.

Kentville can begin to change that by moving the DBTT to committee status.

My final point to consider is one I tried to make at the January meeting, but I was nervous, as I was not expecting to have to speak. Many towns and organizations approach equity owed people to join task teams to explore diversity, equity, inclusion and accessibility. Those people volunteer many hours to make recommendations to towns and organizations, but then those recommendations often stall in systems that were made to maintain the status quo. This process is very harmful to the community members that have volunteered their precious time. This has happened over and over.

If you want to change that, if you want Kentville to lead the way, then making this task team into a committee is an essential starting point.

I hope you can see, after reading this letter, that there is more than one task to be accomplished.

Be bold and create the change that our town so desperately needs.

Respectfully,

Rachel Creasor
(They/Them)
ECE, BA, BEd, MEd
Member of Educators for Social Justice
Member of Nova Scotia Teachers for Equity in Education
Citizen, Activist, Mother, Partner, Teacher

--

“I am no longer accepting the things I cannot change. I am changing the things I cannot accept.”

— **Angela Y. Davis**

Nicole Ross
207-24 Miners Landing Dr
Kentville, NS
B4N 0L5
nicoleross2@hotmail.com

February 5, 2025

Kentville Town Council
Kentville, NS

Subject: Support for the Diversity and Belonging Task Force to Transition into a Standing Committee

Dear Members of Kentville Town Council,

I am writing to express my strong support for the Diversity and Belonging Task Force to transition into its own standing committee. This transition is essential not only to assist in the development of the equity and anti-racism plans as prescribed by the provincial government but, perhaps more importantly, to ensure the continuation and expansion of the meaningful work that Kentville has already been doing to create a more inclusive and welcoming community for all.

The Town of Kentville has made commendable strides in fostering diversity and inclusion. From supporting community events that celebrate different cultures to engaging in initiatives that encourage broader participation in civic life, Kentville has demonstrated a commitment to fostering a sense of belonging. Establishing the Diversity and Belonging Committee would provide a dedicated structure to sustain and enhance these efforts, ensuring that inclusivity remains at the forefront of municipal planning and decision-making.

Beyond the social and moral imperatives, there are tangible economic and workforce advantages to making this transition. A community that is visibly committed to equity and belonging is more attractive to new residents, businesses, and investors. Diverse and inclusive communities tend to experience greater economic growth, as they are better positioned to attract skilled workers from various backgrounds. This is particularly crucial in addressing labour shortages and enhancing the local workforce. Additionally, businesses and entrepreneurs are more likely to invest in towns that prioritize inclusivity, leading to economic vibrancy and increased community prosperity.

By establishing a formal committee, Kentville will be better equipped to implement strategic initiatives that support these goals. This will not only fulfill the provincial directive but will also allow the town to take a proactive role in shaping its future as a welcoming and prosperous place for everyone. I urge the Council to support this transition and solidify Kentville's leadership in fostering a diverse, inclusive, and economically strong community.

Thank you for your time and consideration. I look forward to seeing Kentville continue to grow as a community where everyone feels they belong.

Sincerely,

Nicole Ross



5 February 2025

Members of Kentville Town Council

Town of Kentville
354 Main Street
Kentville, NS
B4N 1K6

Re: Establishing a Diversity and Belonging Committee in Kentville

Dear Members of Council,

I am writing to propose the establishment of a Diversity and Belonging Committee for the Town of Kentville. This committee is not just an initiative to serve equity-deserving communities - it is a vital step toward making Kentville a stronger, more inclusive, and prosperous town for all. By giving underrepresented groups a *seat at the table*, this initiative will not only address their needs but will foster a community where every resident feels valued, heard, and empowered.

Why This Matters

Kentville is becoming an increasingly diverse town, with equity-deserving groups - including marginalized, racialized, and Indigenous peoples; people with disabilities; women; 2SLGBTQI+ individuals; immigrants; and seniors - playing an integral role in the fabric of our community. These groups significantly contribute to Kentville's vibrancy, yet their voices are often overlooked in the decisions that impact their lives. A Diversity and Belonging Committee will ensure that these voices are actively heard and incorporated into policy and decision-making processes, ensuring our community reflects the needs and experiences of all residents.

Furthermore, as Kentville's cultural and demographic landscape continues to evolve, it is essential that municipal policies and services adapt accordingly. Ensuring that all residents feel welcome, valued, and supported is not just a matter of fairness - it is a necessary step for Kentville to thrive in the 21st century.



What the Diversity and Belonging Committee Could Do

The committee's work will ensure that Kentville remains a welcoming and inclusive community for all residents. Its potential duties could include:

- **Advising Council:** Providing recommendations on municipal policies, programs, and initiatives to ensure they are inclusive and responsive to the needs of all residents.
- **Identifying Barriers:** Helping identify and address systemic barriers in areas such as employment, education, housing, and healthcare that equity-deserving groups face.
- **Raising Awareness:** Organizing events, workshops, and initiatives to promote understanding, respect, and dialogue across the community.
- **Creating Partnerships:** Acting as a liaison between Kentville and local organizations, advocacy groups, and service providers to strengthen inclusivity through external resources.
- **Monitoring Progress:** Tracking and reporting on Kentville's progress towards inclusion, providing updates to both the Council and the public.

These efforts will result in lasting, positive changes, not only improving the lives of equity-deserving groups but fostering a more cohesive and resilient community overall.

The Power of Inclusion

Communities that embrace diversity and inclusion are healthier, more innovative, and more resilient. When people from different backgrounds are given the opportunity to contribute their ideas and perspectives, creativity flourishes, collaboration improves, and social bonds are strengthened. Inclusion is not about "checking a box" or prioritizing one group over another- it is about giving all residents, particularly those from underrepresented groups, an active role in shaping their community. It is about listening to their unique perspectives, understanding their needs, and ensuring that they are empowered to influence policies and decisions that affect their lives. By fostering a more inclusive environment, Kentville will not only enhance its reputation as a welcoming town but also attract new residents, businesses, and visitors who value diversity. Local businesses will benefit from an expanded customer base, a broader talent pool, and a more resilient economy.

Economic and Community Benefits for Council and Kentville

Supporting the creation of a Diversity and Belonging Committee is an investment in Kentville's future. This initiative aligns with broader provincial and national efforts toward equity and inclusion, positioning Kentville as a leader in social responsibility and progressive governance.

Moreover, the committee will be composed of volunteers, meaning this initiative carries no direct cost to the town. The committee's volunteers are deeply committed to making meaningful change and will work diligently to bring lasting benefits to all Kentville residents.



Long-Term Vision

The Diversity and Belonging Committee represents a long-term vision for Kentville - a town where all residents, regardless of background or identity, have equal access to opportunities and the ability to thrive. Its work will help Kentville grow in an equitable and inclusive manner, ensuring that we are prepared to face the challenges and seize the opportunities of the future.

Through this initiative, Kentville will become a model of inclusive governance, strengthening our community's social fabric and creating a foundation of fairness, respect, and mutual understanding that future generations can build upon.

Conclusion

I strongly believe that the establishment of a Diversity and Belonging Committee will create lasting, meaningful benefits for Kentville. It will foster a more inclusive, sustainable, and prosperous community where everyone- regardless of their background - feels valued, respected, and empowered to succeed.

I look forward to collaborating with Council and the community to make Kentville a more welcoming and inclusive place for all.

Thank you for considering this important initiative.

Sincerely,

(original signed by)

Sherwin Pagtakhan

Member of the Town of Kentville DBTT
Member of the Filipino-Canadian Community
Kentville Resident since 2022



Black Educators Association



February 5, 2025

Members of Kentville Town Council
Town of Kentville
354 Main Street
Kentville, NS
B4N 1K6

Dear Council Members,

I hope this letter finds you well. I am writing to you today as a proud member of the African Nova Scotian community. We are seeking your support to transition the Diversity & Belonging Task Force into a permanent committee within the Town of Kentville.

This transition is crucial for fostering an inclusive and harmonious community where diversity is celebrated and every resident feels a genuine sense of belonging. This transition is not just a symbolic gesture but a critical step towards fostering inclusivity, equity, and a sense of belonging, for everyone in our community as our community continues to grow, the need for a dedicated focus on diversity, inclusion, equity, and accessibility is more pressing than ever.

In today's increasingly interconnected world, embracing diversity and fostering a sense of belonging are crucial for community growth and cohesion. As you are aware, Kentville is home to a vibrant and diverse population, and it is imperative that our town's governance reflects and supports this diversity in a meaningful way.

On the Town of Kentville website it boasts, a place to feel at home, and a true community. Historically African Nova Scotians were never made to feel at home and part of the community.

Importance of Diversity and Inclusion

In our increasingly diverse society, embracing diversity and promoting inclusion is not only a moral imperative but also a practical necessity. A permanent Diversity & Belonging Committee would ensure that these values are continuously upheld and integrated into all aspects of our community life. This committee could provide guidance on policies and initiatives that support diversity, equity, and inclusion, helping to build a community where everyone is valued and respected.

Diversity and Inclusion is not a threat; it is an opportunity. It's not just about me or you, it's about everybody:

- **Kentville's Unique Needs:** Kentville is a distinct municipality with its own community dynamics, priorities, and challenges. A local committee would allow

for more tailored, focused efforts to meet Kentville's specific needs, particularly those of equity-deserving communities.

- **Focused Local Advocacy:** A Kentville committee would provide a direct platform for the town's diverse communities to engage with municipal leadership. This ensures that local issues - whether related to policies or services - are addressed more effectively.
- **Local Accountability:** Kentville's own committee would track progress and hold the town accountable for its diversity efforts. While the county-wide program provides broader initiatives, Kentville needs a local body to focus on its specific outcomes related to equity and inclusion.
- **Enhanced Community Engagement:** Kentville has its own social, economic, and cultural landscape. A dedicated committee would allow for more relevant community engagement through forums, surveys, and outreach programs tailored specifically to Kentville.
- **Alignment with Provincial Legislation:** With provincial mandates like the Act to Dismantle Racism and Hate (2022), Kentville's own committee would ensure the town aligns with these frameworks, giving it the autonomy to create policies focused on Kentville's demographics and needs.
- **Local Leadership and Visibility:** By establishing a committee, Kentville can position itself as a leader in diversity and inclusion within the region. This would help foster a welcoming environment, attracting residents from diverse backgrounds and setting a positive example for surrounding municipalities.

Benefits of Establishing a Permanent Committee

- **Sustained Focus and Commitment:** By establishing a permanent committee, Kentville can ensure ongoing attention and resources are dedicated to diversity and belonging. This continuity allows for the development of long-term strategies and initiatives that can have a profound impact on our community.
- **Enhanced Representation:** A committee can serve as a platform for diverse voices to be heard and considered in town decision-making processes. This representation helps in addressing the unique challenges faced by different community groups and ensures that policies are inclusive and equitable.
- **Community Engagement:** A dedicated committee would have the resources and authority to engage with diverse community groups, ensuring that their voices are heard and their needs are addressed. This engagement will foster stronger relationships and trust between the town council and its residents. This engagement helps strengthen communal bonds and creates a more inclusive environment for all residents.
- **Policy Development and Implementation:** A committee is better positioned to develop comprehensive policies and frameworks that promote diversity and belonging. It can work collaboratively with other town departments to implement these policies effectively, ensuring that they are integrated into all aspects of town planning and services.
- **Cultural Awareness and Education:** The committee would play a pivotal role in organizing events and programs that celebrate various cultures, educating the public about the rich tapestry of traditions and perspectives within Kentville. Such initiatives would enhance cultural understanding and reduce prejudices.
- **Economic Growth:** Research shows that diverse communities are more innovative and economically vibrant. By welcoming different perspectives and

talents, Kentville can attract new businesses and residents, boosting the local economy.

- **Policy Development:** A permanent committee could work collaboratively with other town departments to ensure that diversity and inclusion are considered in policy making, from zoning laws to public services, ensuring equitable access and opportunities for all residents.

The Town can pave the way for a more vibrant, resilient, and prosperous community. By establishment the Diversity & Belonging task force to a committee will not only reflect the values of our town but also set a precedent for other communities to follow but also demonstrates a long-term commitment to these ideals. This transition ensures that diversity and inclusion remain a priority, promoting sustainable development and social cohesion for future generations. I am confident that with your leadership, Kentville can become a model of inclusivity and unity.

In closing, I urge the council to take this significant step forward. This transition not only demonstrates the town's commitment to diversity and belonging but also sets a precedent for progressive governance. Together, we can ensure that Kentville remains a welcoming and inclusive place for all its residents.

Thank you for considering this proposal. I am eager to see the positive impact this committee could have on our town and its residents.

Sincerely,



Regional Educator-Valley Region

Regional Educators Program (REP)

Black Educators Association (BEA)-Valley Office

Member of the African Nova Scotian Community

Member of the Town of Kentville Diversity & Belonging Task Team (DBTT)

To whom it may concern,

I, Tammy Sampson was born and raised in Kentville, NS my whole life. I am currently in my 50th year of life. One of the council meetings I attended left me disappointed that there is limited representation of my people. I am not shocked but it gets harder and harder to work with those who continue to think they know best for a community they never got the chance to know. I am currently enrolled in the Africentric Bachelor of Social Program at Dalhousie University and it is teaching me a lot.

I feel I have been let down by my community in Kentville. Where are the black owned businesses, where are 52 historical black communities now, in ruins with no plans to implement restorative measures which makes all African Nova Scotian feel like valuable members of the community. It is necessary to establish a Diversity and Belonging Committee because as a 50 year old young black professional woman has no support when dealing with colonization.

Unless I see more inclusion, how can I believe my community values the contributions I and others like me have continue to tell our stories from our prospective.

Tammy Sampson
15 Oakdene Avenue

Resident of Kentville/North Kentville (again divide and separation...colonization) We know all residents are not treated the same and the political leaders have a responsibility to me and all the descendant of the 52 African Nova Scotian communities.