



TOWN OF KENTVILLE COUNCIL MEETING

Meeting Minutes: January 27, 2025

Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held in Town Hall and was livestreamed on YouTube.
The chair gave a land acknowledgement.

1. CALL TO ORDER AND ROLL CALL

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

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

REGRETS

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

Councillor John Andrew read a statement apologizing for his comments during the January 13 2025 meeting.

2. APPROVAL OF THE AGENDA

Move: 4.a.4 Land Easement, to In Camera
Add: 6.b Appointment of Board of Police Member

It was moved by Councillor Rob Baker and Deputy Mayor Deb Crowell

That the agenda of January 27, 2025 be approved as amended.

MOTION CARRIED

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

3. APPROVAL OF THE MINUTES

- (a) Council meeting held on November 25, 2024

It was moved that the minutes of the Council meeting on November 25, 2024 be approved.

MOTION CARRIED

4. RECOMMENDATIONS AND REPORTS

(a) Council Advisory Committee

(1) Environment Task Team Members

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

Report available for more information.

It was moved by Councillor Cate Savage and Councillor John Andrew

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

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(2) GRID Grant Application

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

Report available for more information.

It was moved by Councillor Cate Savage and Councillor Cathy Maxwell

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

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(3) Annapolis Valley Mountain Bike Association Request

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

Report available for more information.

It was moved by Councillor Cathy Maxwell and Councillor Rob Baker

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

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(4) Removed from agenda

(5) Bird Friendly Town Designation

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

Report available for more information.

It was moved by Councillor Samantha Hamilton and Councillor Rob Baker

That Council approve the application for the Town of Kentville 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 Deputy Mayor Deb Crowell and Councillor Cathy Maxwell

That Council approve 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

(6) Open Arms Request

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

Report available for more information.

It was moved by Councillor Cate Savage and Councillor Samantha Hamilton

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 FAILED

Councillors who voted in favour of this motion:

Savage and Zebian

Councillors who voted against this motion:

Andrew, Baker, Crowell, Hamilton and Maxwell

(7) VIDA Development Agreement

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

Report available for more information.

It was moved by Deputy Mayor Deb Crowell and Councillor John Andrew

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

(8) Planning Advisory Committee

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

Report available for more information.

It was moved by Councillor Rob Baker and Councillor Cathy Maxwell

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

(9) Active Living Strategy

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

Report available for more information.

It was moved by Councillor Cathy Maxwell and Councillor John Andrew

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

(b) Councillors' and Mayor's Reports

Reports were received and are part of the meeting record.

(1) Councillor John Andrew

Highlights included concern from residents about housing and homelessness, anticipation of the town's stormwater management study.

Report available for more information.

(2) Councillor Rob Baker

Highlights included memos from the Inclusion and Access Advisory Committee, and the Annapolis Valley Regional Library funding update.

Report available for more information.

(3) Deputy Mayor Debra Crowell

Highlights included department orientation meetings, Kentville Business Community meeting, Kentville Volunteer Fire Department, Kentville Police Service holiday brunch, and Code of Conduct training through NSFM.

Report available for more information.

(4) Councillor Samantha Hamilton

Highlights included the first meeting of the Environmental Task Team, review of appointments to the Board of Police Commissioners and Code of Conduct training through NSFM.

Report available for more information.

(5) Councillor Cathy Maxwell

Highlights included Annapolis Valley Trail Coalition, and review of Inclusion and Access Committee meetings.

Report available for more information.

(6) Councillor Cate Savage

Highlights included attending the NSFM conference, KPS holiday brunch, Investment Advisory Committee, Regional Sewer Committee, Board of Police Commissioners and Code of Conduct training.

Report available for more information.

(c) Mayor Andrew Zebian

Mayor Zebian reported on his activities this month with highlights including department orientation training, Regional Emergency Management Organization training, presentation on housing and homelessness, Conditions Assessment report presentation by the recreation department, change in collection process for Valley Waste, and Code of Conduct training. Clarification of the new funding formula to support Kings Transit Authority.

Report available for more information.

5. BUSINESS ARISING FROM THE MINUTES

(a) Heritage Properties Bylaw, Second Reading

At the October 1 2025 meeting of Council, Councillor Andrew Zebian reviewed the development of this Heritage Properties Bylaw, and the process of registering sites of value in the town. First Reading of the bylaw was passed at the October 1 meeting of Council.

Report available for more information.

Discussion

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- Clarification of the process of protecting and prioritizing building facades.

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

That Council approve Second Reading of the Heritage Properties Bylaw.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

6. NEW BUSINESS

(a) Inclusion and Accessibility Advisory Committee

Councillor Rob Baker presented three memos from the Inclusion and Access Advisory Committee.

1. Recommendation for 2025-2029 Accessibility Action Plan

Kentville's first Accessibility Action Plan was approved in 2021 and since then the Inclusion and Access committee has been working to implement the plan through staff. The Committee presented the revised and updated plan which will be implemented from 2025-2029, and will be reviewed again in 2029.

Report available

Discussion

- Council directed staff to present more detailed information about the 2025 Accessibility Action Plan at the February meeting of CAC.

It was moved by Councillor John Andrew and Councillor Cathy Maxwell

That Council direct staff to present more detailed information about the 2025 Accessibility Action Plan at the February meeting of CAC.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

2. Recommendation for Renovation of Town Hall and Recreation Centre

At the December 16 2024 meeting of the Inclusion and Access Advisory Committee, the committee reviewed past discussions of potential renovations to town hall to improve accessibility.

Report available

Discussion

- Clarification of the energy audit and accessibility audit for town hall from 2022 and 2023.

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It was moved by Councillor Rob Baker and Councillor John Andrew

That Council consider an engagement and design study be undertaken during the budget deliberations for 2025-2026

MOTION CARRIED

Councillors who voted in favour of this motion:

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

3. An Equity and Diversity Committee of Council

In January 2024, the Kentville Inclusion and Access Advisory Committee launched a task team to explore diversity in the town of Kentville. The Diversity and Belonging Task Team has been meeting since April 2024 and has a mandate to examine whether Black, Indigenous and people of colour feel represented and welcome in the town and in town hall. The Town of Kentville recognizes that the Task Team may be better able to discuss and assist in creating an Equity and Diversity Plan as a Committee of Council.

Report available

Discussion

- Clarification that the work would continue in two separate committee- Accessibility and Diversity.
- Clarification of the mandate of the task team, and the options of becoming a standing committee, an ad hoc committee, or a task team.

It was moved by Councillor Cate Savage and Councillor Rob Baker

That Council direct staff to provide a report with more details on this proposal.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) Board of Police Commissioners

Councillor Samantha Hamilton read the report from the Kentville Board of Police Commissioners recommending appointment of a resident to the Board.

Report available

Discussion

- Clarification of terms and renewals of committee members.

It was moved by Councillor Cate Savage and Councillor Samantha Hamilton

That Council approve Ms. Penelope Hart as the citizen representative to the Board of Police Commissioners, for a two-year term ending in January 2027.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

7. CORRESPONDENCE

(a) None

8. PUBLIC COMMENTS

(a) **Rachel Creaser**

Support for the Diversity and Belonging Task Team becoming a Committee of Council to improve the culture of the town especially for equity-owned people. Suggestion that members of the Equity committee also sit on all other committees.

(b) **Floyd Caldwell**

Concerns about lack of provincial resources homelessness in Kentville to provide solutions for the problem.

(c) **Cathy Ann Brown Johnson**

Support for the creation of an equity committee.

(d) **Saheed Akende**

Support for the creation of an equity committee. He wants the town to show residents that it is ready for equity and diversity.

9. IN CAMERA

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

That Council move into a closed session at 7:22 p.m. to discuss labour and legal matters.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

It was moved by Councillor Rob Baker and Deputy Mayor Deb Crowell

That Council move back into open session at 7:43 p.m.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

10. OTHER MATTERS

It was moved by Councillor Cate Savage and Councillor John Andrew

That Council approve the easement for 920 West Main Street on the terms laid out in the attached agreement.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

It was moved by Councillor John Andrew and Councillor Rob Baker

That Council approve the sale of land in the Kentville Business Park per the attached report.

MOTION CARRIED

Councillors who voted in favour of this motion:


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

11. ADJOURNMENT

It was moved

That the January 27, 2025 meeting of Council adjourn at 7:46 p.m.

MOTION CARRIED



Approved by Interim CAO Kevin Matheson