



## **TOWN OF KENTVILLE SPECIAL COUNCIL MEETING**

### **Meeting Minutes: June 17, 2025**

**Town Hall, 354 Main Street, Kentville Nova Scotia**

This meeting was held in Town Hall and was livestreamed on YouTube.

#### **1. CALL TO ORDER AND ROLL CALL**

Mayor Andrew Zebian called the meeting to order at 4:00 p.m. and noted that the following members of Council were present: Deputy Mayor Debra Crowell, Councillor Samantha Hamilton, Councillor Cathy Maxwell, and Councillor Cate Savage.

Staff in attendance included Interim Chief Administrative Officer Kevin Matheson and Deputy Clerk Jennifer West.

#### **REGRETS**

Councillor John Andrew

#### **ABSENT**

Councillor Rob Baker

#### **DECLARATIONS OF CONFLICT OF INTEREST**

None.

#### **2. APPROVAL OF THE AGENDA**

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

**That the agenda of June 17, 2025 be approved.**

#### **MOTION CARRIED**

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

#### **3. NEW BUSINESS**

##### **(a) Updated Intermunicipal Service Agreements**

CAO Kevin Matheson gave a review of the past and present organization of the governance of Kings Transit and Valley Waste. He described the funding

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formulas for both organizations, and the recommendation of a new funding and governance model called Valley Regional Services.

*Report available*

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

**That Council recommend approval of the updated intermunicipal service agreements to the special meeting of Council on June 23, 2025.**

**MOTION CARRIED**

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

**(b) Sanitary Sewer Operating Reserve**

CAO Kevin Matheson described the status of rate review, and gave a recommendation.

*Report available*

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

**That Council recommend to the June 23 meeting of Council that in the event of a Sanitary Sewer operating deficit persists, the final audited value be withdrawn from the Town of Kentville Sanitary Sewer operating reserve.**

**MOTION CARRIED**

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

**(c) Approval of Funding Commitment Resolution**

CAO Kevin Matheson reviewed the potential approval of a \$70,000 grant with the condition that Council provide an approval motion to support the project through \$17,000. The grant will support the preparation of a climate ready plan for the town.

*Report available*

It was moved by Councillor Cate Savage and Councillor Cathy Maxwell

**That Council commit \$17,500 as its contribution to the development of a Climate-Ready Plan for the Town of Kentville.**

**MOTION CARRIED**

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

#### **4. ADJOURNMENT**

It was moved

**That the June 17, 2025 special meeting of Council adjourned at 4:46 p.m.  
MOTION CARRIED**



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Approved by CAO Chris McNeill

