

Town of Kentville Council Meeting

October 27, 2025, 5:00 pm, Kentville Town Hall

5:00 pm

1. CALL MEETING TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

3. APPROVAL OF MINUTES

(a) September Council Meeting Minutes

4. RECOMMENDATIONS AND REPORTS

(a) Council Advisory Committee

- i. Terms of Reference for Nominating Committee Report**
 - 1. Terms of Reference for Nominating Committee**
- ii. Noise By-Law Report**
 - 1. Noise By-law 201**
- iii. Second Reading Proposed Amendments to the Land Use By-Law and Subdivision By-Law Regarding Phased Development, Cul-de-sac Standards, and R3/R4 Lot Frontage Standards**
- iv. Second Reading of By-Law 200 – Board of Police Commissioners**

(b) Council Reports

- 1. Councillor John Andrewytu**
- 2. Councillor Rob Baker**
- 3. Deputy Mayor Debra Crowell**
- 4. Councillor Samantha Hamilton**
- 5. Councillor Cathy Maxwell**
- 6. Councillor Cate Savage**
- 7. Mayor's Report**

5. NEW BUSINESS

- (a) Appointment of the Deputy Mayor**
- (b) Request for Decision – Security Cameras in Public Areas**
- (c) Adoption of the 4-Year Strategic Priorities Plan**

6. PUBLIC COMMENTS

7. CORRESPONDENCE

8. IN-CAMERA

(a) 22 (2)(a) Sale of Municipal Property

(b) 22 (2)(a) Lease of Municipal Property

(c) 22 (2)(e) Contract Negotiation

**(d) 22 (2)(db) Code of Conduct Compliant Proceeding to the Investigation
Stage (3)**

9. ADJOURNMENT

DRAFT



**TOWN OF KENTVILLE
COUNCIL MEETING**

Meeting Minutes: Sept 29, 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 5:00 p.m. and noted that the following 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 Chris McNeill and Strategic Initiatives Coordinator Alisha Christie

The chair gave a land acknowledgement.

DECLARATIONS OF CONFLICT OF INTEREST

None.

(2) APPROVAL OF THE AGENDA

Add: 9.g Correspondence – Honourable John Lohrn – Industrial Park Taxation

It was moved by Councillor Baker and Councillor Andrew

That the agenda of Sept 29, 2025 be approved.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

Council Meeting Minutes, Sept 29, 2025

Pending Approval

Page 1

DRAFT

(3) IN-CAMERA

RECESS

6:07 pm

The Mayor provided a Land acknowledgement

(4) APPROVAL OF THE MINUTES

(a) July 2025 Council Meeting Minutes

(b) September Public Hearing Minutes

(5) RECOMMENDATIONS AND REPORTS

(a) Council Advisory Committee

(1) Vallet Regional Solid Waste-Resource Management Authority-Guarantee

At the Sept 8, 2025 meeting of Council Advisory Committee, Director Matthew's Shupe reviewed the Valley Waste approved borrowing resolution that requires a guarantee resolutions from each municipal Council.

Report available for more information.

It was moved by Councillor Savage and Deputy Mayor Crowell

That Council approve the guarantee resolution for Valley Region Solid Waste-Resource Management related to the 2025-26 fiscal year capital budget.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(2) Proposed Amendments to the Land Use By-Law and Subdivision By-Law Regarding Phased Development, Cul-de-sac Standards, and R3/R4 Lot Frontage Standards.

At the Sept 8, 2025, meeting of Council Advisory Committee, Director Darren Shupe reviewed the first set of staff-led amendments to the Town's Land Use By-law (LUB) and Subdivision By-law (SB). These initial amendments are aimed at permitting and regulating more complex development forms, including phased subdivisions and medium/high-density housing.

Council Meeting Minutes, Sept 29, 2025

Pending Approval

Page 2

DRAFT

Report available for more information

It was moved by Councillor Savage and Councillor Andrew

That Council give First Reading and schedule a Public Hearing for proposed amendments to the Land Use By-Law (LUB) and Subdivision By-law (SB) to:

- 1. Establish phased subdivision approval provisions, including distinctions between local and collector streets;**
- 2. Regulate limited-access street systems (cul-de-sacs, temporary turnarounds, looped streets);**
- 3. Revise lot frontage requirements in the Medium Density Residential (R3) and High Density Residential (R4) zones;**
- 4. Establish connectivity incentives linked to density bonusing;**
- 5. Introduce collector street provisions requiring Town Engineer review where thresholds are exceeded;**
- 6. Address legacy street that exceed current standards; and**
- 7. Require the reservation of corridors for future street connections, administered jointly by the Development Officer and Traffic Authority.**
- 8. Require a phasing agreement at tentative subdivision for phased development**

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(3) Policy 100 Council and Committee Report

At the Sept 8, 2025, meeting of Council Advisory Committee, CAO McNeil reviewed a new omnibus policy be brought forward to replace the six policies and that more detailed terms of reference be prepared for each board or committee.

Report and draft policy available for more information.

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(a) Policy 100 Council and Committee

It was moved by Deputy Mayor Crowell and Councillor Andrew

That Council approve Policy 100 - Council and Committees of Council.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

- (4) **Terms of Reference for Committees Report** At the Sept 8, 2025 meeting of Council Advisory Committee, CAO McNeil reviewed the new proposed Terms of Reference and Committee structures

- (a) **Finance and Audit Committee**
- (b) **Bursary Committee**
- (c) **Inclusion, Diversity, Equity and Accessibility (IDEA) Committee**
- (d) **Planning Advisory Committee**
- (e) **Water Commission**

Report and draft Terms of Reference are available for more information.

It was moved by Councillor Baker and Councillor Savage

That Council remove the IDEA committee from the proposed motion

MOTION CARRIED

Councillors who voted in favour of this motion:

Baker, Hamilton, Savage

Against:

Maxwell, Crowell, Zebian, Andrew

Comments:

- Council inquired about committee advertising and expressed concern regarding the timing of recruitment for committees.
- Council inquired about chairing terms, CAO confirmed 2-year chair terms.

Council Meeting Minutes, Sept 29, 2025

Pending Approval

Page 4

DRAFT

- Council inquired about the Bursary Committee, needed clarification on in public or in-camera confidentiality. Council expressed concern regarding the private information about students being public.
- Mayor expressed that Policy 100 provides a reset to Committees of Council
- The Town Solicitor presented concerns around Water Commission structure.
- Council consensus stated that the Kentville Fire Member is removed from the TOR for the Water Commission

It was moved by Councillor Andrew and Deputy Mayor Crowell

That Council approve Terms of Reference for Finance and Audit, Investment, Kentville Water Commission, Planning Advisory, Inclusion, Diversity, Equity, and Accessibility, and Bursary Committees.

MOTION CARRIED

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

*Against:
Savage, Baker, Hamilton,*

(5) By-Law 200 – Board of Police Commissioners

At the Sept 8, 2025, meeting of Council Advisory Committee, CAO McNeil reviewed the new proposed By-Law 100 for the Board of Police Commissioners, after receiving recommendations from Council and the Board. The CAO presented the newly proposed By-Law 200.

Report and draft policy available for more information.

It was moved by Councillor Andrew and Deputy Mayor Crowell

That Council give first reading to Bylaw 200 respecting Board of Police Commissioners

MOTION CARRIED

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

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(6) Council support for Local Leadership for Climate Adaptation (LLCA)

(7)

At the Sept 8, 2025 meeting of Council Advisory Committee, Strategic Initiatives Coordinator Alisha Christie presented an overview of the Local Leadership for Climate Adaptation application, seeking Council approval for submission.

Report available for more information.

It was moved by Councillor Savage and Councillor Baker

That Council approve the submission of a funding application to the 2026-2027 Green Municipal Fund Local Leaders in Climate Adaptation (LLCA).

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(8) Council support for Grow Renewal and Infrastructure Development (GRID)

At the Sept 8, 2025, meeting of Council Advisory Committee, Strategic Initiatives Coordinator Alisha Christie presented an overview of the Growth Renewal Infrastructure Development application, seeking Council approval for submission.

Report available for more information.

It was moved by Councillor Savage and Councillor Andrew

That Council approve the submission of a funding application to the 2026-2027 Provincial Growth and Renewal for Infrastructure Development Program (GRID)

MOTION CARRIED

Councillors who voted in favour of this motion:

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

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(b) Councillors' and Mayor's Reports

Reports were received and are part of the meeting record.

(1) Councillor John Andrew

Report submitted.

Report available for more information.

(2) Councillor Rob Baker

Report submitted.

Report available for more information.

(3) Deputy Mayor Debra Crowell

Report submitted.

Report available for more information.

(4) Councillor Samantha Hamilton

Report submitted.

Report available for more information.

(5) Councillor Cathy Maxwell

Report submitted.

Report available for more information.

(6) Councillor Cate Savage

Report submitted.

Report available for more information.

(7) Mayor Andrew Zebian

Report submitted.

Report available for more information.

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(6) OLD BUSINESS

(a) Second Reading, Land Use By-Law Amendment – General Commercial (C1) Zone

At the July __ Council Advisory Committee meeting, Director Shupe presented the First Reading of the Land Use By-Law Amendment for the General Commercial (C1) Zone. A public hearing was held on __ and Council gave First Reading at the July __, Council Meeting.

Report available for more information

It was moved by Councillor Savage and Councillor Maxwell

That Council give Second Reading to amendments to the Land Use Bylaw for the General Commercial (C1) zone which would:

1. Allow the Development Officer to waive amenity requirements of a project if it is within a 400 m route of a public open space, and

2. Remove parking requirements for residential units.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) Second Reading, Rezoning Application – 157 Main Street

At the July __ Council Advisory Committee meeting, Director Shupe presented the First Reading of the proposed map amendment to the Land Use By-Law, to rezone 157 Main Street (PID 55467070) from the One and Two Unit Dwelling (R2) Zone to the Medium Density Residential (R3). A public hearing was held on __ and Council gave First Reading at the July __, Council Meeting.

- Council inquired about language in the report, Director Shupe provided clarification to Council the 10% of the 4-acre property is developable
- Director Shupe also confirmed that the property would require site plan approval if the property is rezoned.
- Council inquired about how the flood zone and Isope impact future development. Director Shupe if proposal came through there would be oversight from the town.

DRAFT

Report available for more information

It was moved by Council Savage and Councillor Baker

That Council give Second Reading to the proposed map amendment to the Land Use Bylaw, to rezone 157 Main Street (PID 55467070) from the One and Two Unit Dwelling (R2) Zone to the Medium Density Residential (R3)

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(c) Arena Dehumidifier Report

Parks and Recreation staff highlighted the increased operational expenses, and potential future implications for operations and user groups should we continue to operate Centennial Arena with our current Ice Rink Deffogger dehumidifiers. Staff proposed recommendations to address the issue.

- Council inquired about the paving, Nick Gerrard confirmed that the original budget was \$150,000. Once estimates were complete \$25,000 is all that is needed.

Report available for more information

It was moved by Councillor Savage and Councillor Maxwell

That Council

- 1. Partial transfer of the arena dehumidifier replacement project from the 2027 capital plan to the 2026 capital plan. This is due to the deteriorated condition of one of the two units, and our exposure to potential safety hazards and service interruptions should we continue to operate as we are.**
- 2. The arena parking lot paving project, funded by debt for the 2026 capital project plan, be transferred to operating as the workplan has been revised to patch paving, rather than a full replacement.**
- 3. Reallocation of \$60,000 of 2026 capital funding to the replacement of one Ice Rink Defogger dehumidifier in Centennial Arena.**

Council Meeting Minutes, Sept 29, 2025

Pending Approval

Page 9

DRAFT

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(7) NEW BUSINESS

(a) Proclamation – Disability Employment Awareness Month

(b) Sanitary Sewer Operating Budget 2025-2026

Director Matthews provided an overview of the 2025-2026 Sanitary Sewer Operating Budget, stating that Rising sewer system costs over the past several years have outpaced revenue, with rates remaining unchanged since 2018. During this period, operational and regional service costs have steadily increased, creating a structural imbalance that can no longer be absorbed without adjustment. 75% of the operating expenses are attributed to the charges set by Kings County. Staff recommend a sewer rate increase as of October 1, 2025.

- Council inquired about the sanitary sewer reserve and how much would be put in the depreciation reserve. Director Matthews confirmed that whatever is projected would be what is placed in the depreciation reserve.
- Council asked for clarification regarding the rise in costs. Director Matthews stated that expenses have doubled since 2028.

Report available for more information

It was moved by Councillor Savage and Councillor Andrew

That Council approve the 2025–2026 Sanitary Sewer Service Operating Budget, with total revenues and expenditures of \$2,020,750, along with the 2025-2026 and 2026-2027 rates listed in the report.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(c) Request for Tax Reduction due to Fire

Director Matthews provided an overview regarding Councils request for tax reduction due to fire damage at 213 Chester Avenue, Kentville.

Report available for more information

It was moved by Councillor Savage and Deputy Mayor Crowell

Council Meeting Minutes, Sept 29, 2025

Pending Approval

Page 10

DRAFT

That Council consider a 2025-2026 property tax reduction in the amount of \$188.42 due to fire damage at 213 Chester Avenue, Kentville.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(d) Town Capital Budget – Temporary Borrowing

Director Matthews provided an overview of Temporary Borrowing Resolutions to the Town's General Capital Budget and to support the Kentville Water Commission.

Report available for more information

It was moved by Councillor Savage and Councillor Andrew

That Council approve a Temporary Borrowing Resolution (TBR) for a period of up to two (2) years in the amount of \$3,780,850 to support the Town's General Capital Budget Requirements and \$416,050 to support the Kentville Water Commission as outlined in Appendix A and Appendix B, respectively

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(e) Kings REMO Regional Emergency Management Advisory Committee Report

Council was provided an overview of the Kings REMO Regional Emergency Management Advisory Committee meeting on Monday, July 21, 2025.

Councillor Savage and Councillor Maxwell

That Council accept the report

Report available for more information

(f) Investment Advisory Services Contract Extension

Report available for more information

It was moved by Councillor Savage and Deputy Mayor Crowell

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That Council approve a six-month extension of the investment advisory services agreement with TD Wealth, extending the term to March 31, 2026.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(8) CORRESPONDENCE

- (a) Correspondence – Sherwin Pagtakhan – Response to merging of the Equity and Belonging Committee with Inclusion and Access Advisory Committee
- (b) Correspondence – Sherwin Nicole Ross – Response to merging of the Equity and Belonging Committee with Inclusion and Access Advisory Committee
- (c) Correspondence – Alicia Noreiga – Response to merging of the Equity and Belonging Committee with Inclusion and Access Advisory Committee
- (d) Correspondence – Rachel Creasor – Response to merging of the Equity and Belonging Committee with Inclusion and Access Advisory Committee
- (e) Correspondence – Akande Saheed – Response to merging of the Equity and Belonging Committee with Inclusion and Access Advisory Committee
- (f) Correspondence – Holly Rogers – Response to merging of the Equity and Belonging Committee with Inclusion and Access Advisory Committee
- (g) Correspondence – Honourable John Lohr – Industrial Park Taxation

It was moved by Councillor Savage and Deputy Mayor Crowell

That Council approve staff to progress with the legislation.

MOTION CARRIED

Councillors who voted in favour of this motion:

Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

Andrew – requed

(9) PUBLIC COMMENTS

Rachel Creasor – Disappointment in Accessibility and Equity committees being combined.

Steven Evans – Neighbours of 157, disappointment in Council disappointment in decision to approve the proposed amendments.

Council Meeting Minutes, Sept 29, 2025

Pending Approval

Page 12

DRAFT

Nicole Ross – Disappointment in Accessibility and Equity committees being combined.

Tim Hues - Neighbours of 157, disappointment in the Council's disappointment in the decision to approve the proposed amendments. Disappointment in Accessibility and Equity committees being combined. Concern regarding response to the Minister's inquiry regarding the consultant regarding the Business Community.

(10) IN CAMERA

It was moved by Councillor Andrew and Deputy Mayor Crowell

That Council move into a closed session at 7:39 p.m. to discuss matters relating to a Trail Easement, Lease of Municipal Property and Sale of Municipal Property

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 July 28, 2025 meeting of Council adjourn at 8:07 p.m.

MOTION CARRIED

Approved by Mayor Andrew Zebian

Title: Terms of Reference for Nominating Committee

Meeting Date: October 14, 2025

Department: Administration

RECOMMENDATION

That Council approve the proposed Terms of Reference for a Nominating Committee.

SUMMARY

Last month, Council approved several terms of reference documents for various committees going forward to reflect the future community and development needs of the Town and community. There is currently no formal structure in place to appoint persons to these committees, so it is being recommended that a nominating committee be established to consider council interest, as well as community fairness in the appointment of persons to the committees.

LEGISLATION

Section 23(1) of the *Municipal Government Act* states that the council may make policies:

- (a) respecting the date, hour and place of the meetings of the council and the notice to be given for them;
- (b) regulating its own proceedings and preserving order at meetings of the council;
- (c) providing for committees and conferring powers and duties upon them, except the power to expend funds;

Section 24 of the *Municipal Government Act* states that:

- (1) The council may establish standing, special and advisory committees.
- (2) Each committee shall perform the duties conferred on it by this Act, any other Act of the Legislature or the by-laws or policies of the municipality.
- (3) The council may appoint persons who are not members of the council to a committee and may establish a procedure for doing so.
- (4) A committee shall operate in accordance with the procedures provided in this Act and the procedural policy for the council applies to committees unless the council, by policy, decides otherwise.
- (5) A member of a committee established by the council who is a council member is not entitled to additional remuneration for serving on the committee but may be reimbursed for expenses incurred as a committee member.

(6) A committee member who is not a council member may be
(a) paid an annual honorarium for serving on the committee, as determined by the council by policy, and an honorarium may be a different amount if the person is chair of a committee and honorariums may differ for different committees; and (b) reimbursed for expenses incurred as a committee member.
(7) Where a council member is appointed to a committee, board or commission as a representative of the council, the council member's appointment ceases if and when person ceases to be a council member.

BACKGROUND

Over the past number of years, appointments to committees have been proposed or made by staff, by certain committees themselves, or by council on the recommendation of the mayor. This ad hoc committee appointment nature can lead to an imbalance of persons being appointed based on geography, gender, socio economic status, halo effect and horn effect, et cetera. A well-balanced diverse group of community and council appointments to committees' benefits individuals personally as well as the community overall.

IMPACT ON STRATEGIC PRIORITIES

In 2025, effective governments need to be leaner and nimbler including with their committee structures, meetings, and work processes. This proposed committee will help streamline appointments to committees, assist with committee training, and allow for more consistent committee appointments.

IMPORTANT DATES OR BENCHMARKS

Upon approval of the proposed terms of reference, Council will be asked to appointment two members to serve on this committee along with the mayor for its initial two-year term. Advertising has already begun for public members on each available committee and therefore the nominating committees work will begin very soon. Its first task will be to survey council members for their interest in serving on the available committees.

BUDGET IMPLICATIONS

There are no financial implications with the proposed changes.

COMMUNICATION IMPLICATIONS

Should this recommendation be adopted, a selection process will be established and communicated to members of the nominating committee to use as a guideline for their recommendations.

Respectfully submitted,

Chris McNeill
Chief Administrative Officer



Terms of Reference

NOMINATING COMMITTEE

Purpose

Nominating Committee shall provide recommendations to Municipal Council related to the appointment of members of council and community members to committees of council, as well as external committees or boards for which council is legally obligated to make appointments to, or voluntarily chooses to do so.

Authority

Section 23(1)(c) of the *Municipal Government Act* states that:

The council may make policies providing for committees and conferring powers and duties upon them, except the power to expend funds.

Scope

The scope of the Nominating Committee shall be limited to the review and screening of applications for Town committees and appointments by Town Council to external committees and boards when required according to deadlines, or when requested by council to do so. Upon the completion of this screening, the Nominating Committee shall make recommendations to Council respecting the appointment of council members and public representatives to each committee or board as applicable, including Chairpersons and Vice Chairpersons when required.

Role of Chairperson

The Chairperson shall be the Mayor and is responsible for chairing and facilitating all meetings, ensuring that appropriate advertising, fair application reviews take place, and clear recommendations are given by the Nominating Committee. The Chairperson shall also ensure that the Town's Nominating Committee's performance is reviewed annually.

Role of Vice Chairperson

A Vice Chairperson shall be appointed by the Nominating Committee and act in the place of the Chairperson during absences, unavailability, or conflicts of interest of the Chairperson.

Role of Deputy Clerk

Deputy Clerk will be responsible to support the Nominating Committee in their review of all applications for appointments to committees within their jurisdiction.

Specifically, the Deputy Clerk shall carry out, or facilitate the carrying out of the following:

- a. keep an up-to-date listing of all committees, committee member appointments, and expiration dates; and
- b. prepare advertisements and advertise for all committee appointments approximately two months prior to their expiration dates; and
- c. accept and screen applications for appointments to committees for completeness and clarity of committee(s) applying for; and
- d. prepare reports for Nominating Committee including summary of each application and committee requirements for appointments; and
- e. advertise and attend Nominating Committee meetings, take minutes, and prepare follow-up reports with recommendations for Council; and
- f. notify all applicants of their application decision; and
- g. in conjunction with the Chief Administrative Officer, plan and prepare training and education for newly elected members.

Membership

Membership on the Nominating Committee shall include three elected representatives from town council duly appointed by council pursuant to Section 200(6) of the *Municipal Government Act* with the Mayor being one appointee and acting as Chairperson.

Reporting Relationship

Nominating Committee shall report directly to the Council of Town of Kentville and indirectly to the Chief Administrative Officer for operational and administrative support.

Duration of Mandate

The mandate of the Nominating Committee shall be from November 1, 2025, to October 30, 2027, and is subject to renewal thereafter according to Section 200(6) of the *Municipal Government Act* and at the discretion of council according to policy.

Frequency of Meetings

Meetings of the Nominating Committee shall be held on such day and time as the committee decides when vacancies occur and require appointments, such meetings will be held after members are duly notified and the meetings are publicly advertised.

Quorum Requirements

No decisions may be made at any Nominating Committee meeting unless a majority of the members of the Committee duly appointed are present and actively participating.

Agenda, Minutes and Resolutions

Minutes and recommendations of the Nominating Committee shall be provided to each member of the committee within a reasonable time after the conclusion of such meeting. Deputy Clerk will endeavour to provide each member of the committee with the agenda and required supporting documentation at least five days prior to each meeting.

Conflict of Interest

It is expected that all members of the Nominating Committee will adhere to the *Municipal Conflict of Interest Act*, disclosing any pecuniary or indirect pecuniary interest in any matter before the committee and refrain from taking part in, or trying to influence either before or after the meeting, any directions or decisions respecting such matters. Any clear breach of this guideline will require the Chairperson to ask council to remove that member and appoint another member in their place. If the breach is by the Chairperson, this shall be reported to council by the Vice Chairperson.

Code of Conduct

All committee members must acknowledge receipt of and agree to adhere to the Town's Code of Conduct Policy.

Resources

Nominating Committee shall have access to the resources of the Deputy Clerk and other staff through the Chief Administrative Officer, to undertake the required research it needs to make the most appropriate decisions in a timely manner.

Decision Making Process

All decisions of the Nominating Committee shall be made by majority vote of committee members. Where a majority is not forthcoming, the vote shall be determined in the negative.

Confidentiality

All meetings of the Nominating Committee are public, except those matters deemed to be private and confidential in nature and subject to Section 22 of the *Municipal Government Act*. Minutes and subsequent resolutions of such meetings shall be recorded and publicly available upon request. Information

and reports of the committee shall be subject to normal Freedom of Information and Protection of Privacy (FOIPOP) regulations.

Communications

All communications and messaging from the Nominating Committee's work and activities shall come solely from the Chairperson or their designate. It is expected that all decisions of the committee will be supported by all members of the committee upon ratification. This does not limit the ability of individual member's from speaking freely with the media, but in all such cases the individual committee member should be clear that it is their personal opinion and not that of the Nominating Committee.

Responsibilities

Nominating Committee shall be responsible for overseeing a fair and transparent public review process of applications for appointments to council and external committees appointed by council. The Committee shall review and analyze applications brought before it, seek additional information when necessary, including verification of qualifications when required, discuss options, and make recommendations to Council that are in the best interests of Town of Kentville. Nominating Committee shall endeavour to carry out the following functions:

- a. ensure that committee vacancies are fairly and consistency advertised publicly; and
- b. ensure that all applications received are reviewed with a lens of inclusion, diversity, equity, and accessibility; and
- c. consider the appointment of diverse public members to committees including equitable representations considering town geography, gender, age, socio-economic status, lived experiences, under-represented groups, past appointments, et cetera; and
- d. makes an unbiased and fact-based recommendation to Council.

Approved by Council:

Title: Proposed Bylaw 201 - Noise Bylaw

Meeting Date: October 14, 2025

Department: Administration

RECOMMENDATION

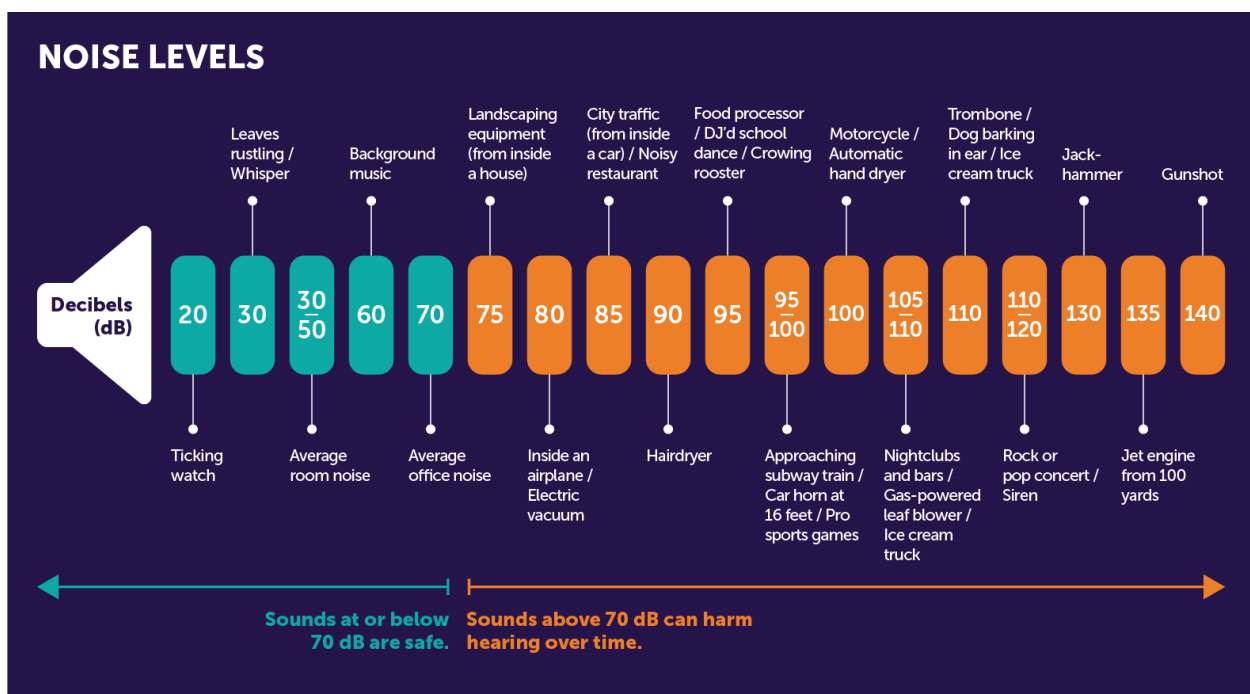
That Council give first reading to Bylaw 201 respecting Noise.

SUMMARY

Two requests from the public have been received over the past few months related to issues that are most appropriately dealt with under the Town's Noise Bylaw. One relates to the hours that noise is allowed to happen each day, and the second deals with the noise associated with construction activities.

Town of Kentville currently follows Bylaw 107 respecting Noise that proposes to use a sound level meter to measure decibel levels. At present, daytime levels are limited to 70 decibels (dBA) and nighttime hours are restricted to 55 decibels.

To illustrate what these numbers mean, please consider the following industry accepted average noise level chart.



This report provides background information for council's consideration respecting noise and enforcement, and a proposed new simplified bylaw should it be council's wish to adopt one.

LEGISLATION

Section 172(1) of the *Municipal Government Act* states that a council may make by-laws, for municipal purposes, respecting

(d) nuisances, activities and things that, in the opinion of the council, may be or may cause nuisances, including noise, weeds, burning, odours, fumes and vibrations and, without limiting the generality of the foregoing, by-laws

(i) prescribing a distance beyond which noise shall not be audible,

(ii) distinguishing between one type of noise and another,

(iii) providing that any noise or sound greater than a specific decibel level or other measurement of noise or sound is prohibited,

(iv) prescribing the hours during which certain noises, or all noise above a certain level, specified in the bylaw is prohibited,

(v) authorizing the granting of exemptions in such cases as the by-law provides,

(vi) providing that it is an offence to engage in any activity that unreasonably disturbs or tends to disturb the peace and tranquility of a neighbourhood.

BACKGROUND

Following the use of a bylaw that included subjective measurement of noise (Peace and Good Order Bylaw, 2011), the existing bylaw was created in 2020 and was amended in 2021 and 2022 and superseded the Peace and Good Order Bylaw. In 2020, the draft bylaw presented by staff outlined allowable and prohibited activities between 7a.m. to 11p.m. and 7a.m. to 10p.m. for construction noise. During discussions, Council asked staff to change the evening limit from 11pm to 10pm. Subsequent conversations expanded the draft bylaw to rely not on subjective noise levels but on quantitative noise levels using a sound level meter.

Initial sound level recommendations from staff were as follows (July 2020):

10p.m. to 7a.m. 65dBA

7a.m. to 10p.m. 90dBA

In September 2020, Council requested that these levels be lower, which resulted in levels as follows in the final approved bylaw (October 2020):

10p.m. to 7a.m. 55dBA

7a.m. to 10p.m. 90dBA

The Noise Bylaw was amended in 2021 to improve the appeal process, but the noise level limits remained the same as above.

The Noise Bylaw was amended in 2022 to improve the method of enforcement (points of measurement, inside vs outside, September 2022):

For locations measured outdoors:

10p.m. to 6:59a.m. 55dBA

7a.m. to 9:59p.m. 70dBA

For locations measured indoors:

10p.m. to 6:59a.m. 50dBA

7a.m. to 9:59p.m. 60dBA

COMPARISON TO OTHER MUNICIPALITIES

Neighbouring municipalities that have noise level limits for outdoor spaces:

Municipality	Enforcement	Time 1	Limit 1	Time 2	Limit 2	Fines
Town of Wolfville	Sound Level Meter	7:00a.m. to 10:00p.m.	65dBA	10:00p.m. to 7:00a.m.	55dBA	\$200- \$900
Town of Berwick	Subjective	n/a	n/a	n/a	n/a	\$50-\$1000
County of Kings*	Sound Level Meter	7:00a.m. to 10:00p.m.	55-65dBA	10:00p.m. to 7:00a.m.	55dBA	\$50-\$200
County of Annapolis	Subjective	n/a	n/a	n/a	n/a	\$200-\$1000
Town of Truro	Sound Level Meter	7:00a.m. to 10:00p.m.	65dBA	10:00p.m. to 7:00a.m.	55dBA	\$387
Town of Mahone Bay	Sound Level Meter	7:00a.m. to 9:00p.m.	65dBA	9:00p.m. to 7:00a.m.	55dBA	\$250-\$1000
Town of Lunenburg	Subjective	7:00a.m. to 10:00p.m.	Permitted Hours	10:00p.m. to 7:00a.m.	Quiet Hours	\$237-\$500
Municipality of Chester	Subjective	n/a	n/a	n/a	n/a	\$50-\$500

*County of Kings uses two categories- the above shows the Commercial category. The Residential category for the County of Kings only lists a limit of 45dBA between 10p.m. and 7a.m.

Town of Kentville has laid one charge relating to the noise bylaw in the past ten years. In the Town of Wolfville, summary offence tickets were laid in relation to the noise bylaw 7 times in the past ten years. Municipality of Chester reported that they have not fined anyone under their noise bylaw in the past 2 years (for the current bylaw officer). The Town of Mahone Bay has a noise bylaw that is 1 year old and their bylaw officer relies on voluntary compliance rather than prosecution. No fines have been laid in Mahone Bay. Both of these municipalities find the bylaw difficult to enforce and collect evidence and proof.

BACKGROUND / ADDITIONAL INFORMATION

Peace and Good Order Bylaw, 2011-2020

The Peace and Good Order Bylaw was created in 2011 and remained in effect for the Town of Kentville until 2022.

Regarding noise, the Peace and Good Order Bylaw states:

9. a. No person, within the Town, shall make any unnecessary noise which is disturbing to other persons
- b. No occupier of premises within the Town shall permit the making of any unnecessary noise upon such premises, which is disturbing to other persons.
10. No person shall wantonly, or unnecessarily, disturb the good order, peace and harmony of any public meeting held in the Town, whether such person be one of the meeting or not.

Creation of new bylaw, 2020

Council meeting discussion on June 29, 2020

After receiving a complaint from a resident about noise, Council asked staff to research and draft a noise bylaw.

The draft bylaw outlined allowable and prohibited activities between 7a.m. to 11p.m. and 7a.m. to 10p.m. for construction noise.

Council meeting discussion on July 13, 2020, with draft of Noise Bylaw

- The bylaw might be strengthened with a measuring device, and there is a reference to boats, trains, and a public address system, which might not apply to the Town.
- The section on "detonation of fireworks or explosives not used for construction" could be amended to allow backyard fireworks. Also "banging and clanging" of a trailer could be removed.
- Consider changing the evening limit from 11pm to 10pm.
- This bylaw could be very subjective, measurables might strengthen it (and would also be high maintenance).
- Discussion about pros and cons of using a noise device, including events in the downtown core.
- Would the Kentville Police Service enforce this bylaw when the bylaw Officer is off duty?
- The goal with this bylaw is to ensure that citizens have enjoyment of their property. Would like to see this document more streamlined. This bylaw should not be created because of the complaint of a single resident. Need to be aware of reasonable noises and unreasonable noises.
- Testing sound is not straightforward - it requires training and calibration.

- The noise bylaw should also include special events permits with noise limit times.
- The legal perspective is to address the problem – there are few problems in the Town. The bylaw should either have a decibel measurement (objective) or have examples of noise (subjective).
- Is noise measured with a device for the Special Events bylaw?
- Would different areas of Town have different permissions, for example the business park and downtown?
- Residents should use bylaws as a last resort and should work out solutions first, if possible.
- Discussion about responsible and reasonable use of generators, especially during power outages and emergencies.
- Staff should review bylaws being used in Wolfville and other neighbouring municipalities.
- Staff will prepare another draft of this bylaw with comments incorporated.

Council meeting discussion on July 27, 2020:

- Page 6, scope, suggest staff add “continuous noise”. Section 3.2 Council would like to see this value at 55. 7am to 10pm between 60 and 90. 90 and 70 are too high.
- Discussion of decibels of common household and backyard noises.
- Would like to see reduction to 55 dB, continuous (during the night)
- Discussion of comfortable noise levels, ranging between 50 and 90 dB. Some agreement with staff levels.
- Is there budget for the purchase of a decibel reader to support this bylaw? Staff are researching the cost of this item.
- Noise levels at night might need to consider reefer trucks and other nighttime industrial noises.
- Vote on 65 or 55 dB during the night. Proceed with 65dB for the 10p to 7am, amend paragraph 3.1 to include “continuous”,
- Push this document back to staff to return to Council in September.

Council conducted an informal poll and determined the following noise levels were acceptable: 7:00am - 10:00pm 90 dBA and 10:00pm - 7:00am 65 dBA

Staff report submitted to Council on September 28, 2020:

The following changes were proposed to this draft bylaw:

1. Following the recommendations by Council on July 27, the following noise levels were considered acceptable: 7:00am — 10:00pm 90 dBA and 10:00pm — 7:00am 65 dBA.
2. Staff presented a definition for “Weighted Continuous Noise Level”.

3. Staff presented exemptions to noise level limits adjacent to the Kentville Business Park.
4. Staff recommended that the CAO and not Council grant exemptions to the noise bylaw.

Motion: That Council give First Reading to the proposed Noise By-law.

Staff report presented to Council on October 28, 2020:

With the time limits of 7a.m. to 10p.m., 90dBA and 10p.m. to 7a.m., 55dBA

Motion: That Council approve Second Reading to the Noise By-law.

Amendment (1) to Bylaw, 2021

Staff gave recommendation to Council to remove the appeal process in the bylaw, citing other mechanisms for residents to bring forward their concerns about this or any policy.

Motion: That Council approve the suggested changes to Bylaw Chapter 104 Noise Bylaw as presented and give First Reading to the Bylaw on January 25, 2021, meeting of Council and giving Second Reading to the Bylaw on February 22, 2021, with the time limits of 7a.m. to 10p.m., 90dBA and 10p.m. to 7a.m., 55dBA

Amendment (2) to Bylaw, 2022

Council brought a Request for Decision on this matter to the CAC meeting on March 14, 2022

A Request for Decision was brought to Council to consider improving the bylaw by changing the time limits and increasing points of measurement.

Motion: That Council direct the CAO to review the request for amendment to the Noise Bylaw, research similar Bylaws, and bring back a recommendation to Council.

Staff brought a draft of the Noise Bylaw to CAC on July 11, 2022,

The CAO gave a verbal update that the bylaw was being reviewed by staff and the solicitor.

Council considered the revised bylaw on July 25, 2022

Motion: That Council give First Reading to the Noise Bylaw and further consideration for the Second Reading at September 26, 2022, Council Meeting.

Council approved the revised bylaw at the September 26, 2022, Council Meeting, with the time limits of:

7a.m. to 9:59p.m., 70dBA and 10p.m. to 6:59a.m., 55dBA (outdoors)
and
7a.m. to 9:59p.m., 60dBA and 10p.m. to 6:59a.m., 50dBA (indoors)

Motion: That Council give Second Reading to the Noise Bylaw.

COMPARISON TO OTHER MUNICIPALITIES

Wolfville

Any noise or combination of noises which, when measured on the property or at a boundary line of the property on which the noise is heard or the noises are heard, exceeds the applicable A-weighted continuous noise level:
as follows:

7a.m. to 10p.m. 65dBA

10p.m. to 7a.m. 55dBA

How to enforce An Enforcement Officer or Bylaw Officer may enter private property to investigate and enforce this bylaw.

Fine First offence \$200, second offence \$400, subsequent offences \$900

How many charges - 7 (ten years)

Berwick

No person shall, on any public thoroughfare or in any public place or at any public meeting or in any store or shop:

- (a) Use obscene language or behave in an obscure manner;
- (b) Challenge anyone to fight;
- (c) Use abusive or provoking language or make threatening gestures;
- (d) Create any disturbance or behave in a disorderly manner;
- (e) Encourage dogs, or any other animal, to fight;
- (f) Throw any fireball, squib, firecracker or firework.

No person shall disturb the peace and quiet by discharging an air rifle, a pellet gun or a firearm.

How to enforce n/a

Fine \$50 to \$1,000

How many charges 0

County of Kings

Making any noise or combination of noises which, when measured on the property or at a boundary line of the property on which the noise is heard or the noises are heard, exceeds the applicable A-weighted continuous noise level as follows:

	Residential	Commercial
7a.m. to 10p.m.	55dBA	65dBA
10p.m. to 7a.m.	45dBA	55dBA

How to enforce	n/a
Fine	\$50 to \$200
How many charges	0

County of Annapolis

No person shall engage in any activity which is likely to generate noise or sound that unreasonably disturbs the peace and tranquility of a neighbourhood. For the purpose of this section, evidence that one neighbour is unreasonably disturbed by a noise is prima facie evidence that the neighbourhood is unreasonably disturbed by the noise.

How to enforce	n/a
Fine	\$200 to \$1,000
How many charges	0

Truro

Making any noise or combination of noises which, when measured on any property on which the noise is heard or the noises are heard, exceeds the applicable A-Weighted continuous noise level as follows:

7a.m. to 10p.m.	65dBA
10p.m. to 7a.m.	55dBA
How to enforce	Any police officer of the Town may enter upon or into private property for the purpose of inspection, maintenance and enforcement of this Bylaw.
Fine	\$387.50
How many charges	0

Mahone Bay

No person shall engage in any activity which is likely to generate noise or sound that unreasonably disturbs the peace and tranquility of a neighbourhood. For the purpose of this section, activity which is likely to generate noise or sound that unreasonably disturbs the peace and tranquility of a neighbourhood is defined as follows:

7a.m. to 9p.m. 65dBA

9p.m. to 7a.m. 55dBA

How to enforce An Enforcement Officer or Bylaw Officer may enter private property to investigate and enforce this bylaw.

Fine \$250 to \$1,000

How many charges 0

Lunenburg

No person will make or cause noise that is excessively loud or disruptive or unreasonably disturbs the peace, comfort, or enjoyment of another person's property. Noise is considered "excessively loud or disruptive" or "unreasonably disturbs" if it meets one or more of the following conditions ...Physical Vibrations...Interference with Conversation...Disruptive Vocalization...Prolonged or Excessive Noise...Unattended Sound Producing Devices...Audibility Beyond Property Line...Mechanical Equipment Noise.

7a.m. to 10p.m. Permitted Hours

10p.m. to 7a.m. Quiet Hours

How to enforce An Enforcement Officer or Bylaw Officer may enter private property to investigate and enforce this bylaw.

Fine \$237 to \$500

How many charges 0

Chester

No person shall, without reasonable cause, ring a bell, shout or make other unusual noises in the roads or streets or knock at a door or ring a doorbell between the hours of 11p.m. and 8a.m. the following day. ... projected beyond the distance of 150'.

How to enforce n/a

Fine \$50 to \$500

How many charges 0

DISCUSSION

One area of public concern relates to the hours that the noise bylaw is enforced. It is being requested by a member of the public that the current hours of allowable noise be restricted except from 8:00 a.m. to 8:00 p.m. The current bylaw provides various times based on type of activity and day of the week.

The second issue relates to noise created during construction activities. New wording is proposed to limit this noise to weekdays from 9:00 a.m. to 5:00 p.m.

IMPACT ON STRATEGIC PRIORITIES

This matter is a localized issue and not part of the strategic priorities of the Town. It is for basic council discussion and not part of an overall strategic direction or plan for long-term changes.

IMPORTANT DATES OR BENCHMARKS

If the proposed changes are adopted, then the bylaw can receive first reading in October, followed by second reading in November and be in effect in early December. It will however take upwards of 9 months to one year to have the new bylaw approved for the issuance of summary offence tickets so any enforcement at the outset will be by long form summons by Kentville Police.

BUDGET IMPLICATIONS

The cost of making these changes will be under \$500, not including enforcement by law enforcement or legal.

COMMUNICATION IMPLICATIONS

The proposed bylaw will be advertised on our website in early November for public comments before second reading. Once approved, an ad will be placed in the local newspaper to notify the public of its approval.

Respectfully submitted,

Chris McNeill
Chief Administrative Officer



Town of Kentville NOISE COMPLAINT ENFORCEMENT OPTIONS

LEGISLATION	SECTION	WORDING	FINE
Criminal Code (MISCHIEF)	430(1)	430 (1) Every one commits mischief who wilfully (a) destroys or damages property; (b) renders property dangerous, useless, inoperative or ineffective; (c) obstructs, interrupts or interferes with the lawful use, enjoyment or operation of property; or (d) obstructs, interrupts or interferes with any person in the lawful use, enjoyment or operation of property. (2) Every one who commits mischief that causes actual danger to life is guilty of an indictable offence and liable to imprisonment for life. (3) Every one who commits mischief in relation to property that is a testamentary instrument or the value of which exceeds five thousand dollars (a) is guilty of an indictable offence and liable to imprisonment for a term not exceeding ten years; or (b) is guilty of an offence punishable on summary conviction. (4) Every one who commits mischief in relation to property, other than property described in subsection (3), (a) is guilty of an indictable offence and liable to imprisonment for a term not exceeding two years; or (b) is guilty of an offence punishable on summary conviction. 8. No person shall without lawful authority wantonly or wilfully meddle or interfere with or desecrate, disfigure, destroy, damage or injure any gravestone, tomb, vault or any railing or curbing on a lot or plot for the burying of the dead in any	Summary Conviction

		cemetery or burial ground in the Town of Kentville, nor pluck, take away, destroy or damage any flower, plant or shrub of any kind growing, placed or being upon or around any grave, tomb, or vault or in any lot in any such cemetery or burial ground. 13. No person shall spit or expectorate, or discard chewing material, such as gum, on any public sidewalk, bridge or crossing, nor in any place of public resort in the Town, except in such place or places as may be provided for such purpose.	
LEGISLATION	SECTION	WORDING	FINE
Criminal Code (DISTURBING THE PEACE)	175(1)	175 (1) Every one who (a) not being in a dwelling-house, causes a disturbance in or near a public place, (i) by fighting, screaming, shouting, swearing, singing or using insulting or obscene language, (ii) by being drunk, or (iii) by impeding or molesting other persons, (b) openly exposes or exhibits an indecent exhibition in a public place, (c) loiters in a public place and in any way obstructs persons who are in that place, or (d) disturbs the peace and quiet of the occupants of a dwelling-house by discharging firearms or by other disorderly conduct in a public place or who, not being an occupant of a dwelling-house comprised in a particular building or structure, disturbs the peace and quiet of the occupants of a dwelling-house comprised in the building or structure by discharging firearms or by other disorderly conduct in any part of a building or structure to which, at the time of such conduct, the occupants of two or more dwelling-houses comprised in the building or structure have access as of right or by invitation, express or implied,	Summary Conviction

		is guilty of an offence punishable on summary conviction. (2) In the absence of other evidence, or by way of corroboration of other evidence, a summary conviction court may infer from the evidence of a peace officer relating to the conduct of a person or persons, whether ascertained or not, that a disturbance described in paragraph (1)(a) or (d) or an obstruction described in paragraph (1)(c) was caused or occurred. 2. No person shall use any profane, obscene, lewd or lascivious language or behave in a lewd or lascivious manner in any public place, or at any public gathering or meeting, or in any store, shop, house, building, or in any other place within the Town of Kentville. 3. No person shall challenge any one to fight, nor use abusive or provoking language, taunting epithets or threatening gestures towards any person in any place within the Town of Kentville. 4. No person shall swear or create any disturbance, or be guilty of disorderly conduct in any public place, or in any other place within the Town of Kentville. 10. No person shall wantonly, or unnecessarily, disturb the good order, peace and harmony of any public meeting held in the Town, whether such person be one of the meeting or not.	
LEGISLATION	SECTION	WORDING	FINE
Criminal Code (OFFENCES ATTEMPTING TO CORRUPT MORALS)		12. No person shall make, publish, post up or exhibit any indecent or immoral placard, picture, drawing, writing or printing in, or near, any public place in the Town. 163 (1) Every person commits an offence who makes, prints, publishes, distributes, circulates or has in their possession for the	

		purpose of publication, distribution or circulation any obscene written matter, picture, model, phonograph record or any other obscene thing.	
LEGISLATION	SECTION	WORDING	FINE
Protection of Property Act (LOUD MUSIC FROM VEHICLES, LOITERING, DISORDERLY BEHAVIOUR)	7	2 In this Act, (a) "motor vehicle" means any vehicle propelled or driven otherwise than by muscular power, whether or not the vehicle is registered under the <i>Motor Vehicle Act</i>, and includes motor boats and motor vessels; (b) "occupier" includes (i) a person who is in possession of premises, or (ii) a person who has responsibility for and control over the condition of premises or the activities there carried on, or control over persons allowed to enter the premises, notwithstanding that there is more than one occupier of the same premises; (c) "police officer" means a member of the Royal Canadian Mounted Police or a member of a municipal police force; (d) "premises" means lands and structures, or either of them, and includes trailers and portable structures designed or used for residence, business or shelter. "disorderly behaviour" 1) actions that disturb others. 2) minor criminal offenses, such as public drunkenness, loitering, disturbing the peace, and loud threats or parties. 7 Every person who disturbs an occupier of premises by (a) the unreasonable operation for recreational purposes of a motor vehicle on, or in the vicinity of, the premises; or (b) disorderly behaviour, is guilty of an offence and is liable on summary conviction to a fine of not more than five hundred dollars.	7 - \$237.50

		6. No person shall loiter in or around the entrance or steps of any church, place of worship, hall, public building, store, shop or dwelling in the Town nor in or near any of the streets or lanes nor in any public place in the Town. 7. No person who is not a dweller therein or an inmate thereof shall refuse or neglect without lawful excuse to withdraw from a private house or dwelling or place of business in which he may be after being requested so to do by the owner or person having the control or management thereof nor remain in the said dwelling house or place of business after such request.	
LEGISLATION	SECTION		FINE
Federal Firearms Act		5. No person: a. Shall fire any gun, air rifle or other firearm of any kind in the Town, unless that person is a peace officer doing so in the lawful exercise of the duty of the peace officer; or b. Hunt with a weapon of any type or description within the Town.	
Animal Protection Act		10. No person shall encourage dogs to fight in any public street nor in any public place in the Town. (2) An animal is in distress if the animal is (h) subjected by any person to being trained for or engaged in animal fighting. 26 (1) No person shall cause an animal to be in distress.	

LEGISLATION	SECTION	WORDING	FINE
Motor Vehicle Act (NOISY VEHICLES)	187, 188	187 (1) Every motor vehicle shall at all times be equipped with a muffler in good working order and in constant operation to prevent excessive or unusual noise, and no person shall use a muffler cut-out, by-pass or similar device upon a vehicle on a highway. (2) The engine and power mechanism of every motor vehicle shall be so equipped and adjusted as to prevent the escape of excessive fumes or smoke. 188 No person shall start, drive, turn or stop any motor vehicle, or accelerate the vehicle engine while the vehicle is stationary, in a manner which causes any loud and unnecessary noise in or from the engine, exhaust system, braking system or from the contact of the tires with the roadway.	187 - \$180.00 188 - \$237.50
Criminal Code Explosives Regulations (FIREWORKS)		6(3) “activity involving an explosive” means acquiring, possessing, selling, offering for sale, storing, manufacturing, transporting, transporting in transit, importing, exporting or delivering an explosive or using fireworks. 19 A person who is carrying out an activity involving an explosive must ensure that they, and any person under their supervision, have knowledge of the activity being carried out and of the measures that must be taken to minimize any likelihood of harm to people and property that could result from the activity, including measures to (a) prevent an accidental ignition; (b) limit the spread of any fire or the extent of any explosion; and (c) protect people from the effects of any fire or explosion.	Summary Conviction

Kentville Bylaw No. 201 (NOISE)	3	3.1 No person or Corporation shall at any time between the hours of 10:00 p.m. and 7:00 a.m. engage in any activity which is likely to generate noise or sound that unreasonably disturbs the peace and tranquility of a neighbourhood. For the purpose of this section, evidence that one neighbour is unreasonably disturbed by a noise is prima facie evidence that the neighbourhood is unreasonably disturbed by the noise. 3.2 Notwithstanding Section 3.1, no person or Corporation shall create any noise which unreasonably disturbs the peace and tranquility of a residential neighbourhood by the dumping or placement of debris not generated from the same property outside the hours of 9:00 a.m. to 5:00 p.m., Monday to Friday. 9, a. No person, within the Town, shall make any unnecessary noise which is disturbing to other persons b. No occupier of premises within the Town shall permit the making of any unnecessary noise upon such premises, which is disturbing to other persons.	\$500



TOWN OF KENTVILLE BY-LAW CHAPTER 85 PEACE AND GOOD ORDER

1. Sections 172 (a), (b), and (d) of the Municipal Government Act provides municipalities with the power to make bylaws respecting the health, well-being, safety and protection of persons, the safety and protection of property, and activities that may cause nuisances including burning, odours and fumes.
2. No person shall use any profane, obscene, lewd or lascivious language or behave in a lewd or lascivious manner in any public place, or at any public gathering or meeting, or in any store, shop, house, building, or in any other place within the Town of Kentville.
3. No person shall challenge any one to fight, nor use abusive or provoking language, taunting epithets or threatening gestures towards any person in any place within the Town of Kentville.
4. No person shall swear or create any disturbance, or be guilty of disorderly conduct in any public place, or in any other place within the Town of Kentville.
5. No person:
 - a. Shall fire any gun, air rifle or other firearm of any kind in the Town, unless that person is a peace officer doing so in the lawful exercise of the duty of the peace officer; or
 - b. Hunt with a weapon of any type or description within the Town.
6. No person shall loiter in or around the entrance or steps of any church, place of worship, hall, public building, store, shop or dwelling in the Town nor in or near any of the streets or lanes nor in any public place in the Town.
7. No person who is not a dweller therein or an inmate thereof shall refuse or neglect without lawful excuse to withdraw from a private house or dwelling or place of business in which he may be after being requested so to do by the owner or person having the control or management thereof nor remain in the said dwelling house or place of business after such request.

8. No person shall without lawful authority wantonly or willfully meddle or interfere with or desecrate, disfigure, destroy, damage or injure any gravestone, tomb, vault or any railing or curbing on a lot or plot for the burying of the dead in any cemetery or burial ground in the Town of Kentville, nor pluck, take away, destroy or damage any flower, plant or shrub of any kind growing, placed or being upon or around any grave, tomb, or vault or in any lot in any such cemetery or burial ground.
9.
 - a. No person, within the Town, shall make any unnecessary noise which is disturbing to other persons
 - b. No occupier of premises within the Town shall permit the making of any unnecessary noise upon such premises, which is disturbing to other persons.
10. No person shall wantonly, or unnecessarily, disturb the good order, peace and harmony of any public meeting held in the Town, whether such person be one of the meeting or not.
11. No person shall encourage dogs to fight in any public street nor in any public place in the Town.
12. No person shall make, publish, post up or exhibit any indecent or immoral placard, picture, drawing, writing or printing in, or near, any public place in the Town.
13. No person shall spit or expectorate, or discard chewing material, such as gum, on any public sidewalk, bridge or crossing, nor in any place of public resort in the Town, except in such place or places as may be provided for such purpose.
14. Every person who contravenes or fails to comply with any of the provisions of this Chapter shall be liable to a penalty not exceeding \$1000.00 for each offence and in default of payment, to imprisonment for a period not exceeding two months.
15. Repeal
Chapters 9 and 54 – Peace and Good Order Bylaw are hereby repealed.
16. Effective Date
Effective upon date of publication of Notice of Passing

Town of Kentville, By Law Chapter 85: Peace and Good Order

Date of first reading:	January 24, 2011
Date of advertisement of Notice of Intent to Consider:	February 1, 2011
Date of second reading:	February 28, 2011
*Date of advertisement of Passage of By-Law:	March 8, 2011
Date of mailing to Minister a certified copy of By-Law:	March 11, 2011

I certify that this Peace and Good Order Bylaw – Chapter 85 was adopted by Council and published as indicated above.

A handwritten signature in black ink, appearing to read 'Mark Phillips', written over a horizontal line.

CAO Mark Phillips

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



Town of Kentville Bylaw 201

NOISE

BE IT ENACTED by the Council of Town of Kentville under the authority of the *Municipal Government Act*, Statutes of Nova Scotia, 1998, Chapter 18, and amendments thereto as follows:

1. SHORT TITLE

This Bylaw shall be known as Bylaw 201 and may be cited as the “Noise Bylaw”.

2. DEFINITIONS

- 2.1. “debris” refers to any scattered, abandoned, leftover or unwanted materials from lands, whose placement or delivery may pose a threat or nuisance to individuals or neighbourhoods, and includes physical objects like building materials, construction waste, tree branches and bushes, inorganic materials, rocks, gravel, soils, and similar.
- 2.2. “industrial operation” refers to any use of lands that are zoned as Industrial under the Town's Land Use Bylaw, where the use of land, buildings, or structures is for the manufacturing, processing, fabricating or assembly of raw material or goods, warehousing or bulk storage of goods and related accessory uses.
- 2.3. “noise” means any unwanted sound that doesn't happen in a natural environment and can include sounds coming from people, machinery, equipment, residential and commercial properties, as well as industrial places.”
- 2.4. “Town” means Town of Kentville.

3. PROHIBITIONS AND INTERPRETATIONS

- 3.1 No person or Corporation shall at any time between the hours of 10:00 p.m. and 7:00 a.m. engage in any activity which is likely to generate noise or sound that unreasonably disturbs the peace and tranquility of a neighbourhood. For the purpose of this section, evidence that one

neighbour is unreasonably disturbed by a noise is prima facie evidence that the neighbourhood is unreasonably disturbed by the noise.

- 3.2 Notwithstanding Section 3.1, no person or Corporation shall create any noise which unreasonably disturbs the peace and tranquility of a residential neighbourhood by the dumping or placement of debris not generated from the same property outside the hours of 9:00 a.m. to 5:00 p.m., Monday to Friday.

4. FIXED EXEMPTIONS

This bylaw shall not apply to:

- a. emergency response personnel engaged in the execution of their emergency response duties plus ground search and rescue teams, including operating comfort centres and emergency shelters with generators;
- b. the emission of sound in connection with any organized traditional, festive or religious activity;
- c. the emission of sound in connection with calls to worship, ringing of bells at places of religious worship, or services of religious worship;
- d. noises in connection with organized athletic or recreational activities in municipal, school, or public park areas, arenas, or community centres;
- e. noise caused by the Town, Government of Canada, Province of Nova Scotia, Nova Scotia Power, or authorized telecommunications companies and their contractors and employees when acting in the reasonable execution of their duties;
- f. noises resulting from the operation of any refrigeration unit which is attached to a refrigeration truck or refrigeration truck body if the refrigeration truck or refrigeration truck body is parked on the property of its commercially assessed business or on lands designated for industrial uses;
- g. any noise emitted from, or associated with, any industrial operation including any noise emitted by or from any equipment or vehicle associated with such industrial operation on the condition that such noise is emitted from an activity which is within the reasonable scope of the Industrial operation; and

- h. noises emitted from audible pedestrian signals.

5. PENALTY

- a. Any person or Corporation who contravenes any provision of this bylaw is punishable on summary conviction by a fine of not less than \$500 and not more than \$2,000, and to imprisonment of not more than thirty (30) days in default of payment thereof.
- b. Any person or Corporation who contravenes Section 3 of this bylaw and who is given notice of the contravention may pay to the Town, at the place specified in the notice, the sum of \$500 within 14 days of the date of the notice and shall thereby avoid prosecution for that contravention.

6. REPEAL

Town of Kentville Noise Bylaw, Chapter 107, approved by Council on the 26th day of September, 2022, including any amendments thereto, is hereby repealed.

Town of Kentville Noise Bylaw, Chapter 102, Schedule 1 Temporary Noise Exemption Permit Application, is hereby repealed.

CLERK'S ANNOTATION FOR OFFICIAL BYLAW BOOK

Date of first reading: October 27, 2025
Date of advertisement of Notice of Intent to Consider:
Date of second reading:
Date of advertisement of Passage of Bylaw:
Date of mailing a certified copy to Minister:
Effective Date:

I certify that this Noise Bylaw was adopted by Council of the Town of Kentville on the _____ day of _____, 2025, and published as indicated above.

SIGNED by the Mayor and Clerk this _____ day of _____, 2025.

Mayor

Clerk



TOWN OF KENTVILLE BY-LAW

CHAPTER 107

NOISE BY-LAW

1. SHORT TITLE

- 1.1. This By-Law shall be known as By-Law Chapter 107 and may be cited as the “Noise By-Law”.

2. DEFINITIONS

As used in this By-Law, the following terms shall have the meanings indicated:

- 2.1. “Ambient Sound Level” means the sound level that is present in the environment, produced by sound sources other than the source under assessment.
- 2.2. “By-Law Enforcement Officer” means any person empowered by legislation or appointed by the CAO to enforce this By-Law.
- 2.3. “CAO” means the Chief Administrative Officer of the Town of Kentville.
- 2.4. “Construction” includes erection, alteration, repair, dismantling, demolition, structural maintenance, land clearing, earth-moving, grading, excavating, the laying of pipe and conduit whether above or below ground level, street and highway building, application of concrete, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, and includes any work in connection with these activities.
- 2.5. “Construction Equipment” means any equipment or device designed and intended for use in Construction or material handling, including hand tools, power tools, air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders, and any other material-handling equipment.
- 2.6. “Continuous Concrete Pouring” means slip-forming, deck pour or pre-pour operations that cannot be interrupted once the operations have started.

- 2.7. "Conveyance" includes a vehicle and any other device employed to transport a person or persons or goods from place to place, but does not include any such device or vehicle if operated within the premises of a person.
- 2.8. "dB(A)" means the sound level in decibels obtained when using a Sound Level Meter with the A-weighting.
- 2.9. "Government Work" means Construction, rehabilitation, or maintenance work conducted by employees, agents, or contractors of the Town, the Province of Nova Scotia, the Government of Canada, or Nova Scotia Power Incorporated, when these employees are acting in the ordinary course of their duties.
- 2.10. Highway includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines of a highway.
- 2.11. "Large Crane Work" means the erection and dismantling of a crane or any other crane work that requires a road closure for the work to be started and finished.
- 2.12. "Leq" means the energy equivalent sound level or the continuous sound level that would result in the same total sound energy being produced over a given period of time.
- 2.13. "Noise Mitigation Plan" means a plan as required and approved by the CAO that addresses the mitigation of sound not in compliance with the requirements of this By-Law from planned events or activities.
- 2.14. "Persistent Noise" means any sound that is audible at a Point of Reception for a duration of ten minutes, or occurring continually, sporadically or erratically but totalling more than ten minutes in any 60-minute period of time.
- 2.15. "Place of Worship" means a building dedicated to religious worship, including a church, synagogue, temple, mosque, monastery or convent.
- 2.16. "Point of Reception" means a location on the premises of a person where sound originating from other than those premises is received and more particularly is:
 - 2.16.1. within the Property occupied by the recipient of the sound, and
 - 2.16.2. located at least 1.2 m above the surface of the ground or floor.
- 2.17. "Power Device" means any equipment driven otherwise than by muscular power used in the servicing, maintenance or repair of lawns, including chainsaws, lawn mowers, leaf blowers, grass trimmers or any other similar equipment. A Power Device does not include equipment used to remove snow or ice.

- 2.18. "Property" means a building or structure or part of a building or structure, including the lands appurtenant thereto, and all mobile homes, mobile buildings or mobile structures and vacant land.
- 2.19. "Sound Level Meter" means an instrument that measures levels of sound as approved for use by the CAO.
- 2.20. "Stationary Source" means a source of sound which does not normally move from place to place, including the premises of a person as one stationary source, unless the dominant source of sound on those premises is Construction or a Conveyance. Stationary Sources include, but are not limited to, air conditioners, heat pumps, and swimming pool pumps.
- 2.21. "Town" means Town of Kentville.

3. PROHIBITIONS

3.1. Decibel level prohibitions.

- 3.1.1. No person shall emit or cause or permit the emission of sound measured with a Sound Level Meter at a Point of Reception that is outdoors:
- 3.1.1.1. that has a sound level (expressed in terms of Leq for a ten-minute period) exceeding 55 dB(A) from 10:00 p.m. to 6:59 a.m. the next day or 70 dB(A) from 7:00 a.m. to 9:59 p.m. the same day; or
 - 3.1.1.2. where the Ambient Sound Level at a Point of Reception exceeds the maximum sound level permitted under Subsection 3.1.1.1, that has a sound level (expressed in terms of Leq for a ten-minute period) equal to or exceeding the Ambient Sound Level.
- 3.1.2. No person shall emit or cause or permit the emission of sound measured with a Sound Level Meter at a Point of Reception that is indoors with all exterior doors and windows closed into the room where the Point of Reception is located:
- 3.1.2.1. that has a sound level (expressed in terms of Leq for a ten-minute period) exceeding 50 dB(A) from 10:00 p.m. to 6:59 a.m. the next day or 60 dB(A) from 7:00 a.m. to 9:59 p.m. the same day; or
 - 3.1.2.2. where the Ambient Sound Level at a Point of Reception exceeds the maximum sound level permitted under Subsection 3.1.2.1, that has a sound level (expressed in terms of Leq for a ten-minute period) equal to or exceeding the Ambient Sound Level.

3.2. Animals.

- 3.2.1. No person shall cause or permit Persistent Noise, including barking, calling or whining or other similar noise, to be made by any animal kept or used by that person for any purpose.

3.3. Construction.

- 3.3.1. No person shall emit or cause or permit the emission of sound resulting from any operation of Construction Equipment or any Construction that is audible at a Point of Reception from 8:00 p.m. to 7:00 a.m. the next day, except until 9 a.m. on Saturdays and all day on Sundays and statutory holidays.

3.4. Loading and unloading.

- 3.4.1. No person shall emit or cause or permit the emission of sound resulting from loading, unloading, delivering, packing, unpacking, and otherwise handling any containers, products or materials that is audible at a Point of Reception from 11:00 p.m. to 7:00 a.m. the next day, except until 9 a.m. on Saturdays, Sundays, and statutory holidays.

3.5. Power devices.

- 3.5.1. Subsection 3.1 shall not apply to the emission of sound from a Power Device equipped with a properly maintained muffler device.
- 3.5.2. No person shall emit or cause or permit the emission of sound from a Power Device that is audible at a Point of Reception from 9:00 p.m. to 7:00 a.m. the next day, except until 9 a.m. on Saturdays, Sundays, and statutory holidays.

3.6. Religious ceremony in a Place of Worship.

- 3.6.1. No person shall emit, cause, or permit the emission of sound that disturbs a religious ceremony in a Place of Worship.

3.7. Stationary Sources.

- 3.7.1. No person shall emit or cause or permit the emission of sound from a Stationary Source that, when measured with a Sound Level Meter at a Point of Reception, has a sound level (expressed in terms of Leq for a one-hour period) exceeding 55 dB(A).

3.8. Most restrictive provision applies.

- 3.8.1. Where a source of sound is subject to more than one provision of this By-Law, the most restrictive provision applies.

4. EXEMPTIONS

4.1. Safety and government work, recreation and special events.

- 4.1.1. Despite any other provision of this By-Law, it shall be lawful to emit or cause or permit the emission of sound from:
- 4.1.1.1. Bells or sirens required for the purposes of public safety including sirens when operated by police services, fire and paramedic services;
 - 4.1.1.2. Measures undertaken for the immediate health, safety or welfare of persons under emergency circumstances;
 - 4.1.1.3. Measures undertaken as a result of an emergency requiring immediate action for the construction, preservation, restoration or demolition of any Highway;
 - 4.1.1.4. Government Work;
 - 4.1.1.5. Athletic, recreational, or school activities in arenas, playing fields, courts, school grounds, or Town park areas between the hours of 7:00 a.m. and 11:00 p.m.;
 - 4.1.1.6. Annapolis Valley Apple Blossom Festival events organized and hosted by the Annapolis Valley Apple Blossom Festival that occur between 7:00 a.m. and 11:00 p.m. during the Festival;
 - 4.1.1.7. Any event organized and hosted by the Town that occurs between 7:00 a.m. and 11:00 p.m.;
 - 4.1.1.8. Construction and Construction Equipment between the hours of 7:00 a.m. and 8:00 p.m.;
 - 4.1.1.9. Sound generated as part of normal industrial and commercial operations within the Kentville Industrial Park (Shiloh Drive to Town limits) and the lands zoned Highway Commercial on the west end of Kentville; or

4.2. Exemption permits.

- 4.2.1. Any person may apply for an exemption permit from a prohibition or limitation provision in this By-Law in connection with one or more events or activities by filing with the CAO the following:
- 4.2.1.1. An application in the form prescribed by the CAO;
 - 4.2.1.2. Any application fee adopted by Town council; and
 - 4.2.1.3. Any information relevant to the application as requested by and to the satisfaction of the CAO including:

- 4.2.1.3.1. explanation as to why the applicant cannot reasonably comply with section 3.1;
 - 4.2.1.3.2. a Noise Mitigation Plan; and
 - 4.2.1.3.3. a statement certified by a professional engineer or acoustical consultant for any sounds that are not technically or operationally feasible to control.
- 4.2.2. Upon receipt of an application under Subsection 4.2.1, the CAO shall issue an exemption permit within 5 business days of receipt of a complete application if all the following conditions have been met:
 - 4.2.2.1. The applicant has complied, to the satisfaction of the CAO, with the last exemption permit, if any, issued to them;
 - 4.2.2.2. The applicant has provided the following:
 - 4.2.2.2.1. The applicant's name, address, and telephone number;
 - 4.2.2.2.2. The date, time and location of each event or activity for which the exemption permit is sought and, where applicable, the number of people expected to attend;
 - 4.2.2.2.3. The purpose for which the exemption permit is required;
 - 4.2.2.2.4. The description of any sound equipment or Construction Equipment to be used;
 - 4.2.2.2.5. The name, address and telephone number of at least one contact person who will supervise each event or activity; and
 - 4.2.2.2.6. A written undertaking that one or more contact persons responsible for supervising each event or activity will be on-site during the entire event or activity to ensure compliance with the terms and conditions of the exemption permit.
 - 4.2.2.3. The applicant has paid all required fees.
 - 4.2.2.4. When applicable, the CAO is satisfied with the Noise Mitigation Plan and statement from a professional engineer or acoustical consultant.
 - 4.2.2.5. The CAO is satisfied that it is unreasonable for the applicant to comply with the relevant prohibition or limitation in this By-Law and all reasonable measures will be taken by the applicant to mitigate any negative affects of the sound to be generated by the event or activity.
- 4.2.3. An exemption permit shall be subject to the following conditions:

- 4.2.3.1. When reasonably possible, a notice of the exemption permit shall be posted in a visible location where each event or activity will occur seven days prior to the event or activity;
- 4.2.3.2. If required by the CAO, the event or activity shall comply with a Noise Mitigation Plan;
- 4.2.3.3. If required by the CAO, the sound levels resulting from each event or activity shall be monitored by Town staff with the applicant paying any charges for this monitoring as adopted by Town council;
- 4.2.3.4. The sound emitted from any equipment shall not exceed a sound level (expressed in terms of Leq for a ten-minute period) of 90 dB(A) when measured 20 metres from the source;
- 4.2.3.5. Where the sound level exceeds 90 dB(A), the applicant shall comply with any request made by a police officer or a By-Law Enforcement Officer with respect to the volume of sound from the equipment to ensure compliance with Subsection 4.2.3.2;
- 4.2.3.6. No sound equipment or Construction Equipment other than the equipment approved under the exemption permit shall be used by the applicant;
- 4.2.3.7. Each event or activity shall be restricted to the approved location; and
- 4.2.3.8. The permission granted shall be for the date and times for each event or activity as set out in the exemption permit.
- 4.2.4. **Appeal.**
 - 4.2.4.1. Where the CAO refuses to grant an exemption permit under this subsection, the applicant shall be notified in writing and advised that they may appeal the CAO's decision to Town council by filing an appeal within five business days of the date of the notice at the address shown on the notice.
 - 4.2.4.2. Town council shall hear the appeal at its next regular Council meeting and may issue or refuse an application for an exemption permit.
 - 4.2.4.3. If Town council issues an exemption permit, the exemption permit is subject to the conditions set out in Subsection 4.2.3, unless Town council provides otherwise, and to any other conditions respecting health, safety and nuisance as Town council considers advisable.
- 4.2.5. Where an application for an exemption permit is made for continuous concrete pouring or large crane work, only Subsections 4.2.1, 4.2.2, and

4.2.6 apply and the CAO may issue the exemption permit subject to the conditions in Subsections 4.2.3.1, 4.2.3.2, 4.2.3.7 and the conditions that:

- 4.2.5.1. The permission granted shall be for the date and times for each event or activity as set out in the exemption permit with overnight events or activities discouraged; and
- 4.2.5.2. Notice for Continuous Concrete Pouring and Large Crane Work shall be distributed to all residents and building owners located within a 120 metre radius of the activity at least seven days prior to such event or activity.

4.2.6. The CAO may revoke an exemption permit, with or without notice, if there is non-compliance with any of the conditions of the exemption permit.

5. OFFENCES, ENTRY TO INSPECT, ORDERS, REMEDIAL ACTION AND TRANSITION

5.1. Offences.

5.1.1. Every person who contravenes any provision of this By-Law is guilty of an offence and on conviction is liable to a penalty of:

- 5.1.1.1. not less than two hundred dollars (\$200.00) for a first offence;
- 5.1.1.2. not less than four hundred dollars (\$400.00) for a second offence; and
- 5.1.1.3. not less than nine hundred dollars (\$900.00) for a third and subsequent offence.

5.1.2. Every person who fails to comply with an exemption permit issued or an order made under this By-Law is guilty of an offence and on conviction is liable to a penalty of:

- 5.1.2.1. not less than two hundred dollars (\$200.00) for a first offence;
- 5.1.2.2. not less than four hundred dollars (\$400.00) for a second offence; and
- 5.1.2.3. not less than nine hundred dollars (\$900.00) for a third and subsequent offence.

5.1.3. In addition to a fine or fines provided for in this subsection, every person who gains an economic advantage from contravening this By-Law shall be liable to a special fine in an amount equal to the fair market value of the economic advantage obtained from the noncompliance.

5.1.4. In addition to offences referred to in Subsections 5.1.1, 5.1.2, and 5.1.3, every person is guilty of an offence under this By-Law who:

- 5.1.4.1. Hinders or obstructs or attempts to hinder or obstruct any person exercising a power or performing a duty under this By-Law; or
- 5.1.4.2. Knowingly makes, participates in, assents to or acquiesces in the provision of false information in a statement, affidavit, application or other document prepared, submitted or filed under this By-Law.
- 5.1.5. Where a corporation contravenes any provision of this By-Law, every director or officer who concurs in such contravention is guilty of an offence and on conviction is liable to a penalty of:
 - 5.1.5.1. not less than two hundred dollars (\$200.00) for a first offence;
 - 5.1.5.2. not less than four hundred dollars (\$400.00) for a second offence; and
 - 5.1.5.3. not less than nine hundred dollars (\$900.00) for a third and subsequent offence.
- 5.1.6. Where a corporation fails to comply with an exemption permit issued or an order made under this By-Law, every director or officer who concurs in such contravention is guilty of an offence and on conviction is liable to a penalty of:
 - 5.1.6.1. not less than two hundred dollars (\$200.00) for a first offence;
 - 5.1.6.2. not less than four hundred dollars (\$400.00) for a second offence; and
 - 5.1.6.3. not less than nine hundred dollars (\$900.00) for a third and subsequent offence.
- 5.1.7. Every day during which an offence pursuant to this By-Law continues is a separate offence.

5.2. Orders to comply.

- 5.2.1. A By-Law Enforcement Officer who finds a contravention of this By-Law may make one or more orders requiring discontinuance of the contravening activity or to do work to correct the contravention.
- 5.2.2. The order may be served personally on the person to whom it is directed or by registered mail to the last known address of that person, in which case it shall be deemed to have been given on the third day after it is mailed.
- 5.2.3. If there is evidence that the occupant of the land is not the Property owner, the notice shall be served on both the Property owner and the occupant of the land.

- 5.2.4. If the address of the Property owner is unknown, the Town is unable to effect service on the Property owner or occupant of the land under Subsection 5.2.2, or the delay necessary to give an order would result in circumstances that endanger the health or safety of any person or similarly serious consequences, a placard stating the terms of the order and placed in a conspicuous place upon land on or near the Property shall be deemed to be sufficient notice to the Property owner or the occupant of the land.

5.3. Remedial action.

- 5.3.1. If a person fails to comply with an order to do work to correct a contravention under this By-Law, the CAO, or persons acting upon their instructions, may enter the lands at any reasonable time for the purposes of doing the things described in the order at the expense of the person responsible for the contravention, and such expense shall be a first lien on the lands.

6. REPEAL

- 6.1. Chapter 107 Noise By-Law, including any amendments thereto, is repealed.

CLERK'S ANNOTATION FOR OFFICIAL BY-LAW BOOK

Date of first reading:	July 25, 2022
Date of advertisement of Notice of Intent to Consider:	August 16, 2022
Date of second reading:	September 26, 2022
*Date of advertisement of Passage of By-Law:	October 4, 2022
Date of mailing to Minister a certified copy of By-Law:	September 27, 2022

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

Clerk

Date

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

Proposed Amendments to the Land Use and Subdivision By-laws Regarding Phased Development, Cul-de-sac Standards, and R3/R4 Lot Frontage Standards

Staff Report TOK202549

Meeting Date: September 29, 2025
Department: Planning and Development
Strategic Priority: Housing and Planning

FOR RECOMMENDATION

RECOMMENDATION

THAT Council:

give First Reading and schedule a Public Hearing for proposed amendments to the Land Use By-law (LUB) and Subdivision By-law (SB) to:

1. Establish phased subdivision approval provisions, **including distinctions between local and collector streets;**
2. Regulate limited-access street systems (cul-de-sacs, temporary turnarounds, **looped streets**);
3. Revise lot frontage requirements in the Medium Density Residential (R3) and High Density Residential (R4) zones;
4. Establish connectivity incentives linked to density bonusing;
5. **Introduce collector street provisions requiring Town Engineer review where thresholds are exceeded;**
6. Address legacy streets that exceed current standards; and
7. **Require the reservation of corridors for future street connections, administered jointly by the Development Officer and Traffic Authority.**

Background

Staff have initiated a review of subdivision and land use regulations to ensure development aligns with infrastructure capacity, street safety, and long-term growth management.

We expect subdivision activity to increase, particularly for larger developments with a mix of densities, and the Town's current regulations do not adequately address phasing, connectivity, emergency access, or evolving housing needs.

The CAC staff report introduced amendments focused on cul-de-sac length, unit thresholds, and phased subdivision approvals. Clarifications to the amendments have been provided to reflect the discussion at CAC, to include broader considerations such as the regulation of looped and existing overextended streets, the differentiation between local and collector streets, and the requirements for future street connections.

Discussion

Phasing, Emergency Access, and Growth Management as Central Principles

Phased subdivision approvals and emergency access standards are two tools that help to ensure that development proceeds safely and in step with infrastructure. Together, they guide how streets are laid out, how many units may be served at each stage, and how risks are mitigated when single-access streets are proposed.

Differentiating between local and collector streets is essential, as collector streets carry higher traffic volumes and serve as neighbourhood spines. To protect public safety and maintain long-term network efficiency, stricter thresholds and referral requirements to the Town Engineer and Traffic Authority are introduced. Their oversight ensures that street alignments, emergency access, and servicing capacity are reviewed against higher performance standards than those applied to local streets.

In addition to safety and servicing standards, growth management must remain a central consideration. Well-phased development helps align new housing with available infrastructure, fiscal capacity, and community amenities. By integrating growth management into subdivision approvals, the Town can balance development pressures with the ability to deliver services in a sustainable and timely manner. This approach ensures that new neighbourhoods not only meet immediate demand but also contribute to a resilient and well-connected urban structure over the long term.

The amendments have been organized into five areas to provide Council with a clear framework that links each policy change to its purpose, the street types affected, and the authority responsible for implementation. This structure helps make complex technical standards transparent and framed in a way that supports informed decision-making. Each section focuses on a core policy theme.

Area 1 – Street Connectivity & Temporary Terminations

Connectivity is central to subdivision design in Kentville. Temporary turnarounds and single-access systems should be managed to ensure long-term connections are preserved.

Amendment Focus:

- Regulation of limited-access street systems (cul-de-sacs, looped streets, temporary turnarounds).
- Requirement for future street connection corridors.
- Phasing provisions to ensure extensions occur in sequence.

Street Types Affected:

- Primarily local streets, but also collector streets where temporary terminations occur.

Relevant Authority:

- Development Officer (DO): Determines when temporary turnarounds are acceptable.
- Traffic Authority: Confirms location and alignment of reserved corridors
- Town Engineer: Reviews temporary turnaround criteria on collector streets.

Area 2 – Maximum Lengths & Dwelling Unit Thresholds

Length and unit limits help ensure that single-access streets remain safe and serviceable at all stages of subdivision phasing.

Amendment Focus:

- Local Streets:
 - Max 100 m permanent cul-de-sac to a maximum of 60 units. Connectivity incentives allow for up to 70 units up to 150 m with a walkway link; 90 units up to 200 m with an all-weather emergency connection.
 - Temporary turnaround cap: 60 units / 150 m; extendable to 120 units / 300 m with emergency access.
- Collector Streets:
 - Additional criterium — referral to Town Engineer if exceeding 150 m or 60 units.
 - Additional collector length may only be considered where:
 - A future street connection corridor is reserved and secured on the subdivision plan by way of right-of-way or registered easement in the favour of the Town of Kentville;
 - A permanent all-weather emergency connection is provided to the satisfaction of the Town Engineer; and
 - The Traffic Authority confirms that intersection spacing, alignment, and traffic operations meet safety standards.
 - Additional collector street length is hard-capped at four hundred and fifty (450) metres in length or one hundred and eighty (180) dwelling units with a temporary turnaround until a permanent street connection is provided.

Street Types Affected:

- Both local and collector streets.

Relevant Authority:

- DO: Applies thresholds during approvals.
- Town Engineer: Confirms where thresholds are exceeded and reviews emergency access.
- Traffic Authority: Confirms spacing, alignment, and traffic flow for collector extensions.

Area 3 – Emergency Access Requirements

Emergency access is a core principle of the amendments, helping to ensure that no subdivision phase leaves residents or services dependent on a single constrained route.

Amendment Focus:

- New Emergency Access – General Provisions in the SB.
- Requirement for all-weather emergency connections to extend permanent cul-de-sacs up to 200 m.
- Phased approval conditioned on maintaining emergency access in each stage beyond the first 60 units/150 m.

Street Types Affected:

- Both local and collector.

Relevant Authority:

- DO: Ensures emergency access conditions are applied.
- Town Engineer: Certifies all-weather connections.
- Traffic Authority: Verifies access alignments.

Area 4 – Legacy / Existing Overextended Streets

Several older Kentville streets exceed the current standard for length. These “legacy streets” require special treatment to prevent compounding risks through rezoning or infill development.

Amendment Focus:

- Define “Existing Overextended Street.”
- Permits up to 80 units and up to 120 units through the provision of an all-weather emergency connection.

Street Types Affected:

- Existing local and collector streets built prior to current and proposed standards.

Relevant Authority:

- DO: Applies regulations.
- Council: Retains discretion in rezoning cases.
- Town Engineer: Advises on servicing capacity.

Area 5 – Lot Frontage Standards (Land Use By-law)

Lot frontage requirements influence subdivision density, streetscape, and servicing costs. Adjustments in the R3 and R4 zones support more compact, affordable housing forms while preserving safety and efficiency.

Amendment Focus:

Medium Density Residential (R3) Zone

- Multi-unit Dwelling (three to four units): 15.24 m (50 ft)
- Multi-unit Dwelling (five to eight units): 15.24 m (50 ft)

High Density Residential (R4) Zone

- Multi-unit Dwelling (three to four units): 15.24 m (50 ft)
- Multi-unit Dwelling (five+ units): 15.24 m (50 ft)

Street Types Affected:

- Applies town-wide where R3 and R4 zones exist.

Relevant Authority:

- DO: Applies at subdivision approval and development permit review.

Proposed Amendments

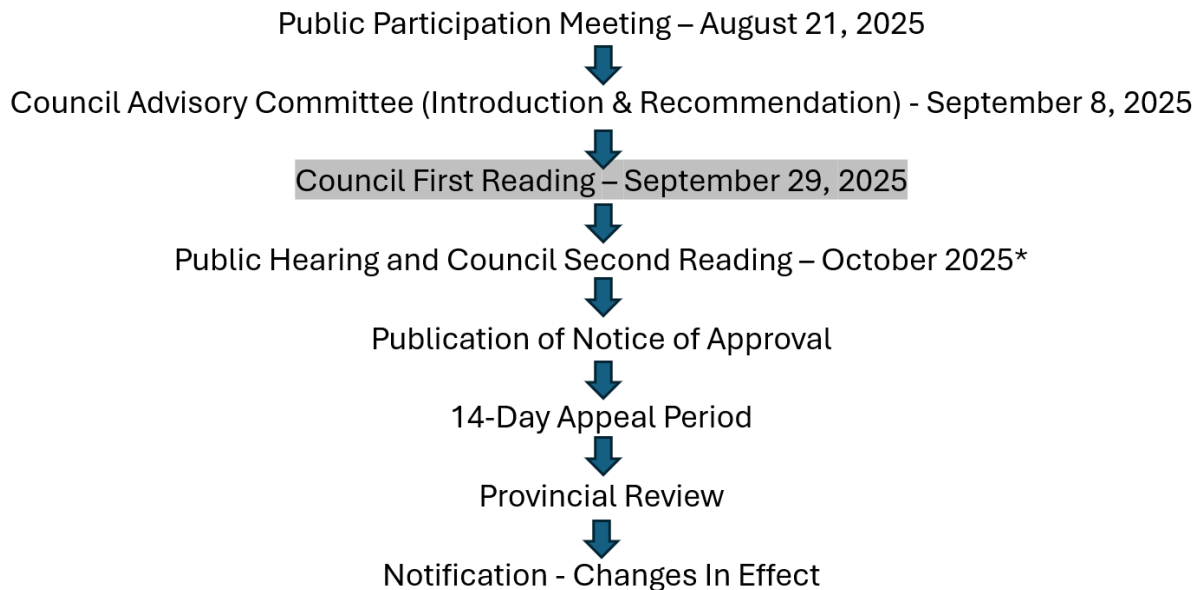
Land Use By-law (LUB):

- Add definitions: limited-access street system, looped street, flag lot (amended), permanent cul-de-sac, temporary turnaround, collector street, existing overextended street, all-weather emergency connection, future street connection corridor, and local street.
- Revise lot frontage standards in R3 and R4.
- Add density bonusing criteria tied to connectivity.
- Add cross-reference to SB requiring collector street phasing review.

Subdivision By-law (SB):

- Add Phased Development – General Provisions.
- Add Emergency Access – General Provisions.
- Add definitions: limited-access street system, looped street, flag lot (amended), permanent cul-de-sac, temporary turnaround, collector street, existing overextended street, all-weather emergency connection, future street connection corridor, and local street.
- Add future street connection corridor requirements (DO + Traffic Authority).
- Add connectivity incentives tied to cul-de-sac extensions, walkways, and emergency connections.
- Add provisions for Existing Overextended Streets.

Next Steps



Appendices

Appendix A – Revised LUB Text Amendments

Appendix B – Revised SB Text Amendments

Appendix C – Revised Limited-Access Street System Map and Table

Appendix D – CAC Presentation – September 8, 2025

APPENDIX A – New LUB Text Amendments

Add the following definitions to Section 2 – Definitions:

- **Limited-Access Street System** means a street or street network that provides only one point of vehicular access to the surrounding public street network, including cul-de-sacs, looped streets, and temporary turnarounds.
- **Looped Street** means a local street that extends from a single stem and continues in a circular alignment, rejoining the stem, thereby providing internal circulation but only one point of external access.
- **Flag Lot** means a lot with a narrow strip of land providing access to a public street and a wider portion of land located behind other lots, where the access strip is intended solely to provide legal and physical access.
- **Permanent Cul-de-Sac** means a street permanently terminated by a bulb with no further extension intended.
- **Temporary Turnaround** means a turnaround provided at the end of a street that is intended for future extension as shown on the approved tentative or final subdivision plan.
- **Collector Street** means a street identified as a collector (major or minor) as described in the Municipal Planning Strategy Policy T-3 and indicated on the MPS Transportation Map.
- **Existing Overextended Street** means a street constructed prior to the adoption of these amendments that exceeds the maximum permitted length or dwelling unit thresholds for limited-access street systems.
- **All-Weather Emergency Connection** means a secondary means of access designed to accommodate emergency and service vehicles, as well as local residents, in the case of emergency, year-round, constructed to standards acceptable to the Town Engineer.

- ***Future Street Connection Corridor*** means a reserved right-of-way in favour of the Town of Kentville shown on a subdivision plan to provide for the future extension of a street to an existing road network, as required by the Development Officer in consultation with the Traffic Authority.
- ***Local street*** means a street identified as a local street as described in the Municipal Planning Strategy Policy T-3 and indicated on the MPS Transportation Map.

1. General Provisions (New Section)

Section 4.1.33 Streets

- a) ***Temporary Turnarounds*** – Where a subdivision plan identifies a street intended for future extension, development on lots abutting a temporary turnaround shall only be permitted where the turnaround has been constructed in accordance with Section 8.8 of the Subdivision By-law and is designed to provide complete connectivity.
- b) ***Permanent Cul-de-Sacs*** – Development shall not be permitted on lots abutting a permanent cul-de-sac that exceeds:
 - 100 m (328 ft) in length;
 - 150 m (492 ft) in length where a multi-use pathway connects the cul-de-sac head to another public street; or
 - 200 m (656 ft) in length where an all-weather emergency connection of at least 4.6 m (15 ft) in width connects to another public street.

No permanent cul-de-sac shall serve more than 60 dwelling units.

- c) ***Collector Streets*** – Where a collector street terminates in a limited-access street system. Development on abutting lots shall only be permitted where the street does not exceed 100 m (328 ft) or 80 dwelling units served. Additional connectivity may be considered by the Development Officer and Town Engineer if the following is provided:
 - i. A future street connection corridor is reserved on the subdivision plan;
 - ii. An all-weather emergency connection is provided to the satisfaction of the Town Engineer; and

iii. *The Traffic Authority confirms that alignment, intersection spacing, and traffic operations are adequate.*

d) **Existing Overextended Streets** – *Where an existing overextended street serves more than sixty (60) dwelling units or exceeds one hundred and fifty (150) metres in length, the maximum number of units permitted shall be eighty (80). This cap may be increased to one hundred and twenty (120) dwelling units where the developer provides a secondary all-weather emergency connection designed to accommodate fire apparatus, to the satisfaction of the Town Engineer. If full connectivity is provided through an approved tentative plan of subdivision, then no unit cap is no longer applicable.*

e) **Future Street Connection Corridors** – *Where a subdivision plan identifies a future street connection corridor, development on abutting lots shall respect the reserved alignment and no permanent structure shall obstruct the corridor.*

Intent:

- Embeds connectivity, length, and unit thresholds into land use controls, complementing the Subdivision By-law.
- Differentiates local vs. collector streets to align with their functional roles.
- Uses land use tools to reinforce subdivision design standards.
- Provides clarity for development officers when reviewing development permit and subdivision applications.
- Provides regulation for existing overextended streets.

2. Minimum Lot Frontage (Amended Sections 5.4.4 and 5.5.3)

Section 5.4.4 – Medium Density Residential (R3) Zone

- Multi-unit Dwelling (three to four units): 15.24 m (50 ft)
- Multi-unit Dwelling (five to eight units): 15.24 m (50 ft)

Section 5.5.3 – High Density Residential (R4) Zone

- Multi-unit Dwelling (three to four units): 15.24 m (50 ft)
- Multi-unit Dwelling (five+ units): 15.24 m (50 ft)

Intent:

- Reduces 100 ft frontage standard in medium/high-density zones.
- Aligns with SPIs and supports infill.
- Maintains lot area minimums to balance scale and form.

APPENDIX B - New SB Text Amendments

Add the following definitions to Section 2 – Definitions:

- ***Permanent Cul-de-Sac*** means a street permanently terminated by a bulb or turnaround with no further extension intended.
- ***Temporary Turnaround*** means a turnaround provided at the end of a street that is intended for future extension as shown on the approved tentative plan of subdivision.
- ***Existing Overextended Street*** means a street constructed prior to the adoption of these amendments that exceeds the maximum permitted length or dwelling unit thresholds established for limited-access street systems.
- ***All-Weather Emergency Connection*** means a secondary means of access designed to accommodate emergency and service vehicles, as well as local residents, year-round, constructed to standards acceptable to the Town Engineer.
- ***Future Street Connection Corridor*** means a reserved right-of-way shown on a subdivision plan to provide for the future extension of a street to adjoining lands, required jointly by the Development Officer and the Traffic Authority.
- ***Collector Street*** means a street identified as a collector street as described in the Municipal Planning Strategy Policy T-3 and indicated on the MPS Transportation Map.
- ***Local Street*** means a street identified as a local street as described in the Municipal Planning Strategy Policy T-3 and indicated on the MPS Transportation Map.
- ***Subdivision Agreement*** means an agreement entered into pursuant to the Municipal Government Act between the developer and the Town of Kentville, including provisions for phasing where applicable.

- **Limited-Access Street System** means a street or street network that provides only one point of vehicular access to the surrounding public street network, including cul-de-sacs, looped streets, and temporary turnarounds.
- **Looped Street** means a local street that extends from a single stem and continues in a circular alignment, rejoining the stem, thereby providing internal circulation but only one point of external access.

1. Phased Subdivision Approvals - Proposed Text – (New Section)

Section 8.21 Phased Subdivision Approvals

- a) Subdivision final approvals may be granted in phases where full build-out, including lots, streets, and infrastructure, is intended, based on the approved Tentative Plan of Subdivision.
- b) Where full street connectivity cannot be achieved within a single phase, any temporary street termination on a **local street** shall not:
 - i. serve more than sixty (60) dwelling units; or
 - ii. exceed one hundred and fifty (150) metres in length.
- c) Where full street connectivity cannot be achieved within a single phase, any temporary street termination on a **collector street** shall not:
 - i. serve more than sixty (60) dwelling units; or
 - ii. exceed one hundred and fifty (150) metres in length, except where additional criteria are satisfied to the approval of the Development Officer, Town Engineer, and Traffic Authority, including:
 - 1. reservation of a future street connection corridor on the subdivision plan by way of right-of-way or registered easement in the favour of the Town of Kentville;
 - 2. provision of an all-weather emergency connection; and
 - 3. written confirmation from the Traffic Authority that intersection spacing, alignment, and traffic operations are adequate.

d) Notwithstanding Section 8.21(b–c), a temporary street termination may serve more than the thresholds above, provided that the developer supplies a secondary means of emergency access. Such access shall be in the form of either:

- a public street; or*
- an all-weather emergency connection designed to accommodate fire apparatus, to the satisfaction of the Town Engineer.*
 - i. Where such access is provided on a **local** street, no temporary street termination shall:*
 - 1. serve more than one hundred and twenty (120) dwelling units; or*
 - 2. exceed three hundred (300) metres in length.*
 - ii. Where a temporary turnaround on a **collector street** exceeds three hundred (300) metres in length or one hundred and twenty (120) units, additional review and approval by the Town Engineer and Traffic Authority shall be required, with provisions for future connection or emergency access.*

In considering such extensions, the following criteria shall apply:

- 1. The Development Officer shall be satisfied that:*
 - a. A future road connection corridor is reserved and secured on the subdivision plan reserved and secured on the subdivision plan by way of right-of-way or registered easement in the favour of the Town of Kentville;*
- 2. The Town Engineer shall be satisfied that:*
 - a. an all-weather emergency connection capable of accommodating fire apparatus is constructed to municipal standards;*
 - b. municipal services are designed to accommodate the extended phase and are capable of connection to future roads; and*
 - c. the design of the temporary turnaround conforms to a standard acceptable by the Town Engineer.*

3. The Traffic Authority shall be satisfied that:

- a. interim traffic volumes can be safely accommodated without unacceptable impacts to traffic operations or neighbourhood safety; and*
- b. sight distances, turning movements, and traffic control measures are appropriate for the extended configuration.*
- e) In no case shall a temporary turnaround on a collector street exceed four hundred and fifty (450) metres in length or serve more than one hundred and eighty (180) dwelling units. Any proposal beyond these limits shall require full permanent road connectivity to the satisfaction of the Town.*
- f) The amount of securities shall be sufficient to cover the estimated cost of removing the temporary turnaround and completing the permanent street extension and maintenance, as determined by the Town Engineer.*
- g) Upon completion and acceptance of each phase, securities shall be released in proportion to the estimated cost of that phase relative to the total subdivision, less a 10% holdback retained for the duration of the maintenance period.*
- h) Where a temporary turnaround is proposed, the future street corridor must be shown on the final subdivision plan and noted in the approval conditions.*

Intent:

- Sets numeric thresholds for local and collector streets when full connectivity cannot be provided.
 - Requires securities to protect the Town and guarantee future connections.
 - Introduces oversight by the Town Engineer and Traffic Authority for collector streets.
 - Mandates clear identification of future connections on plans.
-

2. Permanent Cul-de-sacs and Temporary Turnarounds - Proposed Text – (Amended Section)

Permanent Cul-de-sacs (Section 8.8)

- a) Permanent cul-de-sacs shall not exceed 100 m, or 150 m where a walkway at the cul-de-sac head connects to another public street, or 200 m where an all-weather emergency connection connects to another public street.*
- b) Dwelling unit limits for permanent cul-de-sacs shall be as follows:*
 - i. A maximum of sixty (60) dwelling units where the length of the cul-de-sac is one hundred (100) metres or less;*
 - ii. A maximum of seventy (70) dwelling units where the length of the cul-de-sac is greater than one hundred (100) metres but does not exceed one hundred and fifty (150) metres, provided that a public walkway connection is established to the satisfaction of the Town;*
 - iii. A maximum of ninety (90) dwelling units where the length of the cul-de-sac is greater than one hundred and fifty (150) metres but does not exceed two hundred (200) metres, provided that an all-weather emergency connection capable of accommodating fire apparatus is constructed to the satisfaction of the Town Engineer.*
- c) A permanent cul-de-sac serving more than the unit caps above shall not be permitted unless a second public street connection is provided.*

Section 8.23 Temporary Turnarounds (New Section)

- a) Temporary turnarounds shall be required where a street is planned for future extension in order to provide complete connectivity, as shown on the approved Tentative Plan of Subdivision.*
- b) Temporary turnarounds shall be constructed to a standard acceptable to the Town Engineer and shall permit safe turnaround of emergency and service vehicles.*
- c) Where an emergency access gate is required, a protocol for use shall be established by the Town in consultation with emergency service providers.*

Intent:

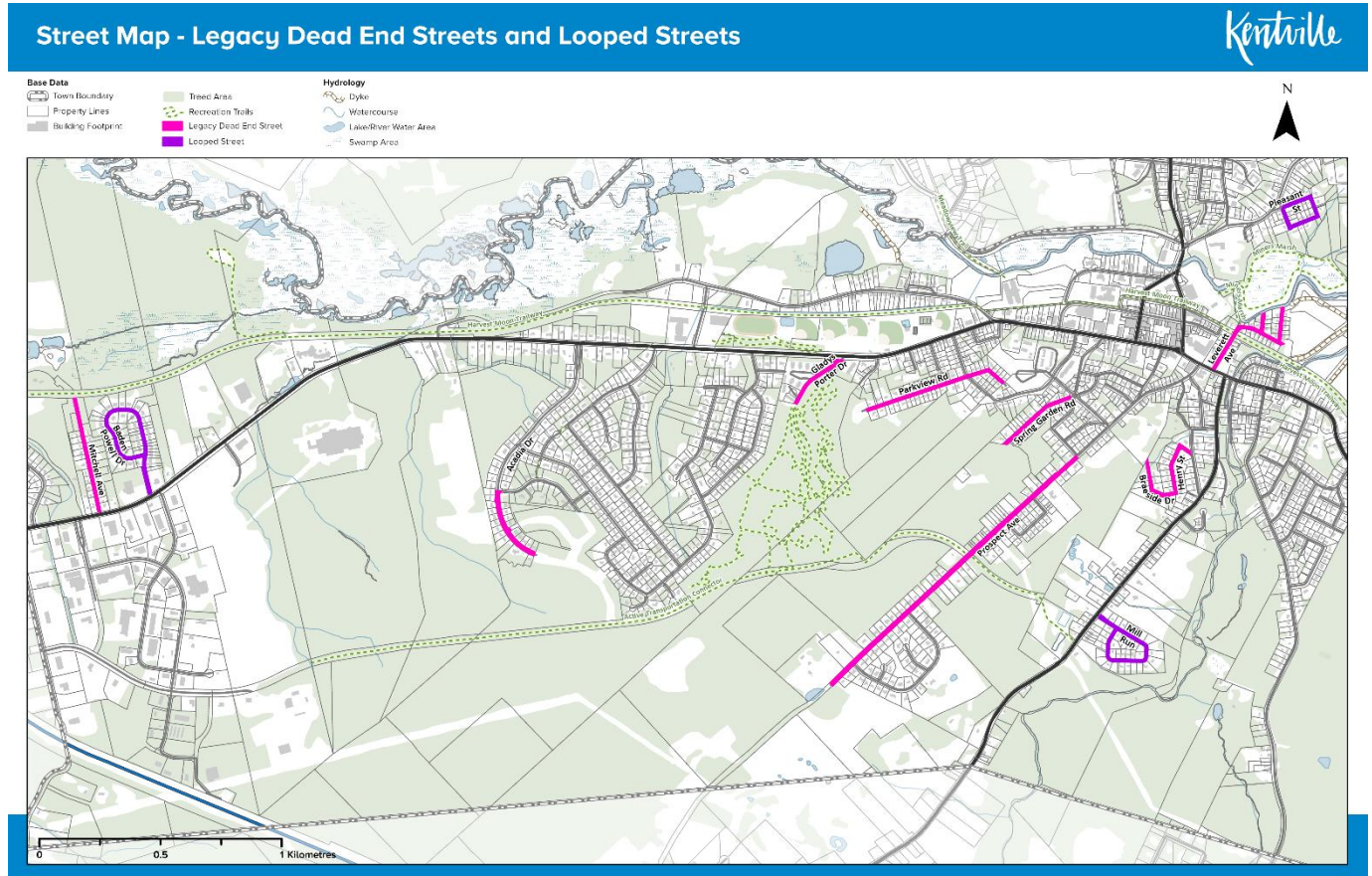
- Ensures temporary turnarounds and cul-de-sacs are built to engineering standards.
- Applies tiered thresholds with incentives (walkway, emergency access).
- Differentiates temporary turnaround criteria between local and collector streets.
- Caps permanent cul-de-sacs at 60 units unless connectivity is improved.
- Introduces emergency access gate protocol requirement.

3. Addition to Municipal Road Specifications (New Section)**Section 2.15**

An All-Weather Emergency Connection provides a secondary access route intended for use by fire, police, ambulance, and other emergency vehicles, as well as local residents, in the event the primary street access is obstructed. Such connections shall:

- 1. Be constructed of an all-weather surface (e.g., compacted gravel, asphalt millings, concrete, or pavement) capable of supporting the imposed loads of fire and service apparatus;*
- 2. Have a minimum clear width of 6.0 metres (20 ft), exclusive of shoulders, and a vertical clearance of not less than 4.6 metres (15 ft);*
- 3. Provide a continuous, unobstructed path from the subdivision to a public street;*
- 4. Be designed to accommodate turning radii of emergency vehicles;*
- 5. Remain free of barriers such as fences, gates, or landscaping unless such barriers are approved breakaway, lockbox, or electronically controlled gates acceptable to the Town Engineer; and*
- 6. Be maintained in a condition that provides year-round accessibility, including during snow, ice, or other adverse weather conditions.*

APPENDIX C:



Legacy Dead End Streets

Road Name	Length (ft)	Length (m)	Number of Units
Spring Garden Road	1,173	357	18
Parkview Road	1,441	439	44
Henry/Braeside Drive	1,594	486	24
Gladys Porter Dr (<i>Kadray Court/Blanchard Fraser Place</i>)	939	286	60
Parkview Road/Comeau Avenue	567	173	15
Prospect Avenue (Overlook to End)	4,471	1,363	134
Leverett Avenue/Klondyke Street/Chestnut Place	1,741	531	62
Mitchell Avenue	2,003	611	22
Acadia Drive	1,075	328	22

Looped Streets

Road Name	Length (ft)	Length (m)	Number of Units
Mill Run	2,090	637	37
Baden Powell Drive	2,504	763	78
Burke Subdivision (<i>Colonial Ave/Fairview St/Hillside Ave/Pleasant St</i>)	1,625	495	23

Proposed Amendments to the Land Use and Subdivision Bylaws

September 8, 2025



Overview



Background and Context – Why changes are needed and what prompted the review



Public Participation Meeting



LUB Amendment – Medium Density (R3) and High Density (R4) Zone minimum lot frontage requirements



Subdivision Amendments – Phased development, permanent cul-de-sac length/unit limits, temporary street configuration, emergency access standards



Implications for Development – Benefits, challenges, and impacts



Next Steps

Background

- Current Provisions – Existing Land Use Bylaw and Subdivision Bylaw have outdated, restrictive requirements or are silent on areas related to larger, phased developments. Staff are bringing forward several timely amendments which will support responsible development ahead of the plan review process
- Housing Constraints – Current R3/R4 frontage requirements limit density and infill potential
- Safety Concerns – No clear standards for cul-de-sac capacity, temporary turning areas, or emergency access for new or existing streets
- Phased Development – No language to consider connectivity, servicing capacity, safety, financial protections for the Town
- MPS Policy Objective – "to facilitate efficient growth and development of the town"

Public Participation Meeting

- Held on August 21, 2025

- Key Questions:

Q: Do the amendments reduce or extend cul-de-sac regulations?

A: Both a maximum length and unit cap would now apply, whichever is stricter.

Q: What if a property on an existing cul-de-sac is rezoned?

A: Unit caps still apply, even with rezoning. Applies to ADUs as well.

Q: Who has access to emergency access gates?

A: Likely a master key system for all emergency providers, protocol to be established.

LUB Amendment – R3/R4 Lot Frontage



Purpose of Lot Frontage Requirements

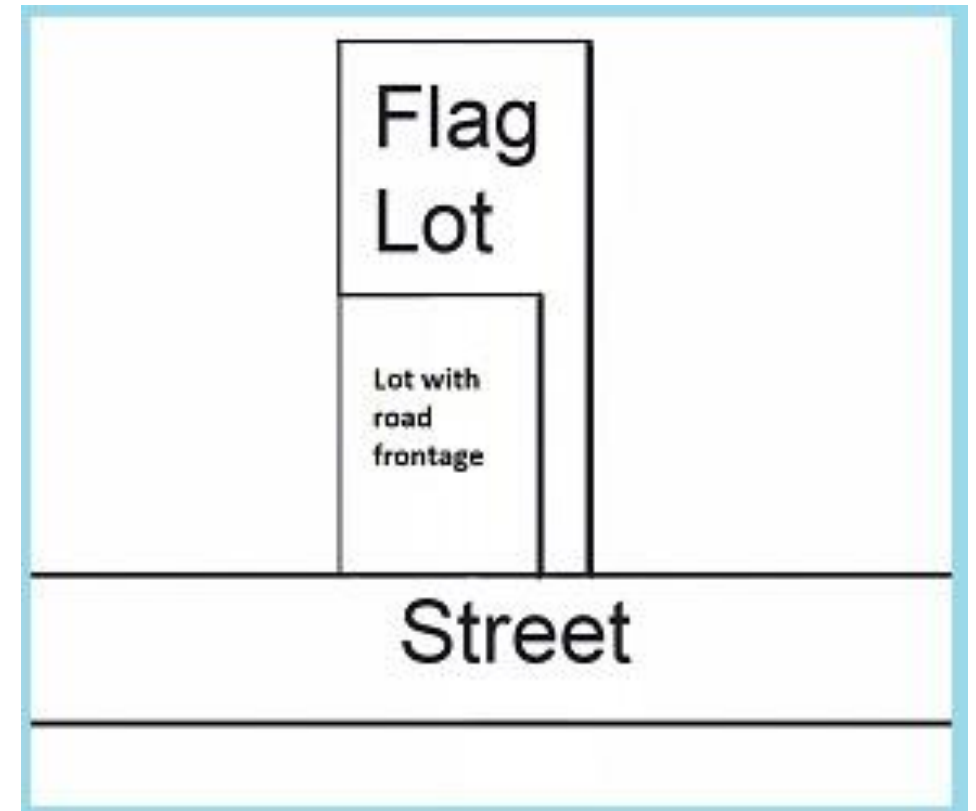
- Neighbourhood Design and Character – To shape the rhythm of the street by influencing spacing between driveways and overall streetscape.
- Access and Connectivity – To ensure that every lot has safe and reliable access to a public street for vehicles, pedestrians, and servicing.
- Emergency Services – To provide adequate width for fire trucks, ambulances, and utility vehicles to reach the property efficiently.
- Infrastructure and Servicing – To allow sufficient space for utilities, drainage, and snow storage while supporting efficient municipal maintenance.

LUB Amendment – R3/R4 Lot Frontage



Rationale for Lot Frontage Amendments

- Reduced Frontage – to allow more flexible design
 - R3: 50' (from 60' for 3-4 units; from 100' for 5-8 units)
 - R4: 50' (from 60' for 3-4 units; from 100' for 5+ units)
- Flag Lot Utilization - Enables more practical use of flag lots in higher-density zones, unlocking development on deep or irregular parcels currently constrained by frontage requirements



LUB Amendment – R3/R4 Lot Frontage



Urban Design Benefits – Encourages compact, pedestrian-friendly neighbourhoods

Alignment with Housing Goals – Supports more medium/high-density housing options

Infill Flexibility – Supports infill development while ensuring safe access and adequate servicing

Financial Flexibility - In addition to lowering direct land and servicing costs, reduced frontage requirements provide developers with financing flexibility by lowering upfront capital needs, improving loan viability, and enabling more flexible phasing and cash flow management.

Subdivision – Cul-de-Sac Provisions



Purpose of Cul-de-Sac Length Requirements



Emergency Access and Egress - To ensure fire, ambulance, and police services can reach properties efficiently and provide a **safe secondary exit route** for residents and responders in emergencies.



Traffic Management - To limit the number of homes served by a single cul-de-sac to avoid congestion.



Connectivity & Walkability – To encourage neighbourhood layouts with multiple connections, reducing isolation and promoting active transportation.



Infrastructure Efficiency - To manage the cost and maintenance of roads, snow clearing, and utility servicing by avoiding overly long cul-de-sacs.

Subdivision – Cul-de-Sac Provisions



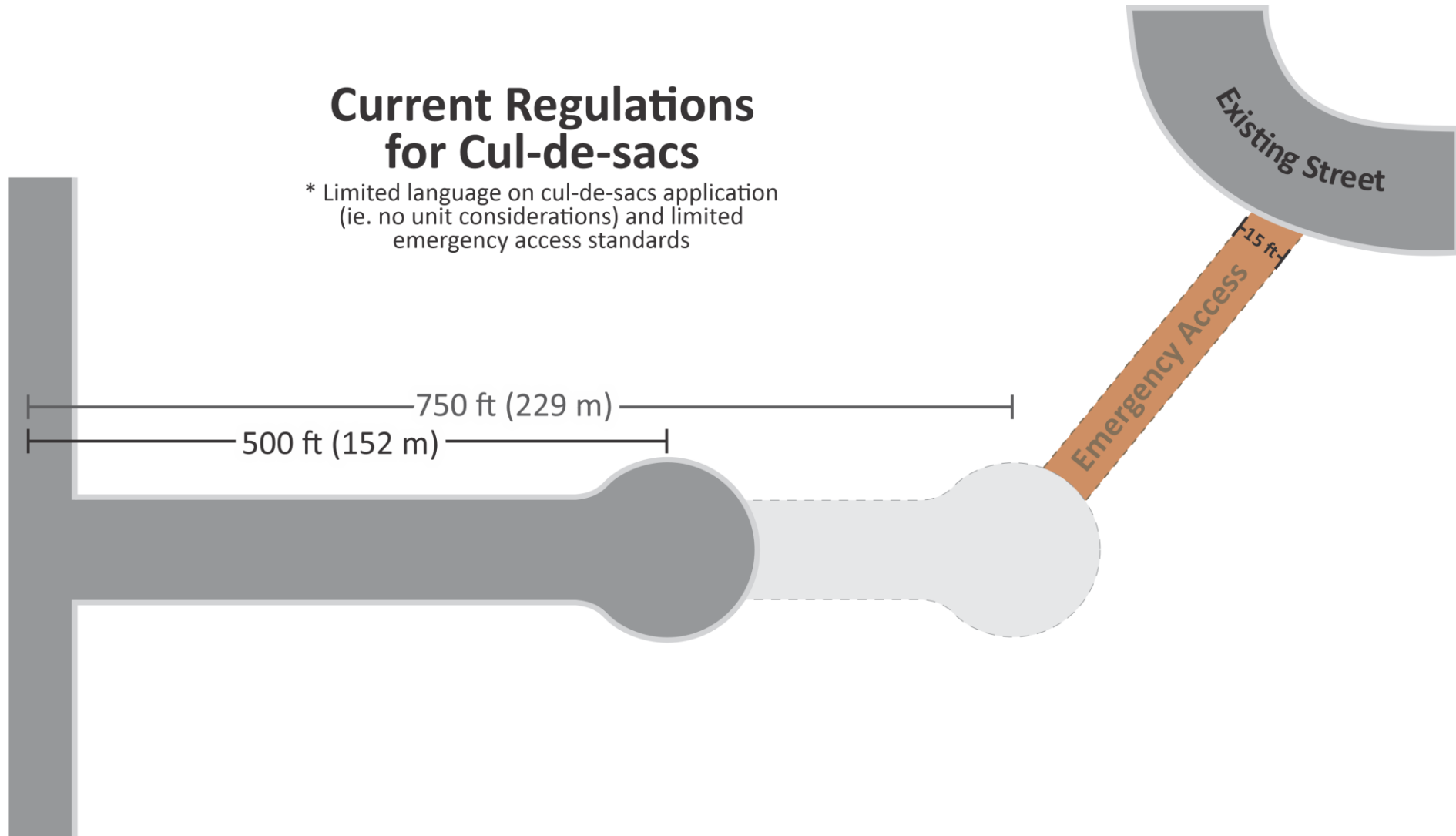
- **Distance vs. Unit-Based Standards** - Current limits are measured in road length (500' from nearest intersection (750' with emergency exit)), which does not reflect how many homes are served.

A unit-based limit (e.g., 40-80 units) provides a clearer measure of population and service demand, aligning more closely with emergency response and infrastructure impacts.

- Unit-Based Limit – proposing a maximum of 60 dwelling units on single-access streets
- Counting All Units – Includes principal dwellings, secondary suites/ADUs
- Encouraging Connectivity – Promotes earlier provision of secondary access routes

Subdivision – Cul-de-sac Length

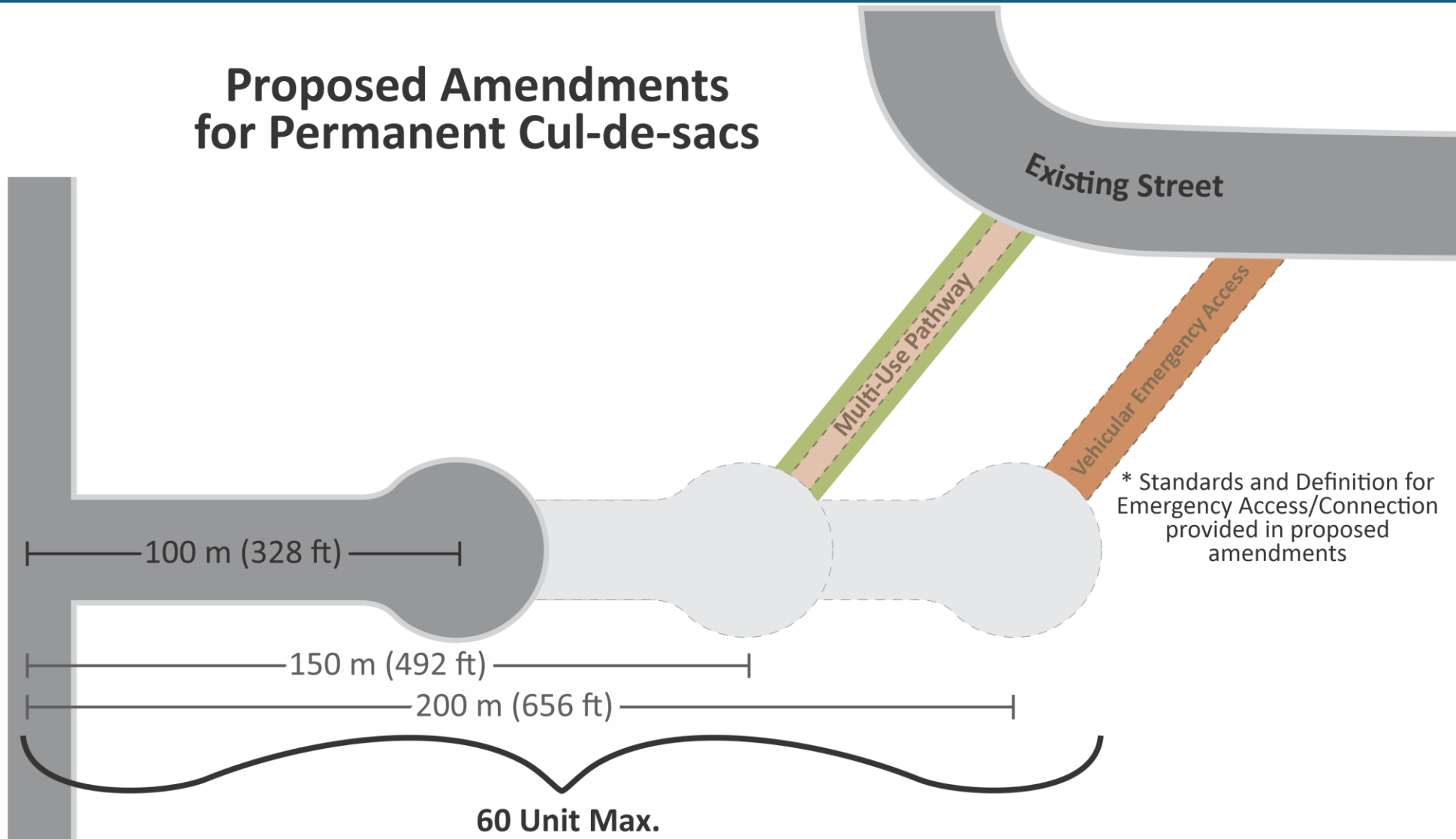
Kentville



Proposed Permanent Cul-de-sac Provisions

- Default maximum length 100 m (328 ft)
- Up to 150 m (492 ft) with multi-use pathway connection to another street
- Up to 200 m (656 ft) with all-weather emergency connection to another street
- Up to a maximum of 60 units

Subdivision – Cul-de-Sac Length



Existing Overextended Street

“Existing Overextended Street” means a public street that has been previously constructed or approved with a length or dwelling unit count that exceeds the maximum standards established in this By-law for cul-de-sacs or temporary road terminations, and which does not provide secondary access or full connectivity to the surrounding street network.

Subdivision – Legacy Streets



Legacy Dead End Streets

Road Name	Length (ft)	Length (m)	Number of Units
Spring Garden Road	1,173	357	18
Parkview Road	1,441	439	44
Henry/Braeside Drive	1,594	486	24
Gladys Porter Dr (<i>Kadray Court/Blanchard Fraser Place</i>)	939	286	60
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Leverett Avenue/Klondyke Street/Chestnut Place	1,741	531	62
Mitchell Avenue	2,003	611	22
Acadia Drive	1,075	328	22

Street Map - Legacy Dead End Streets



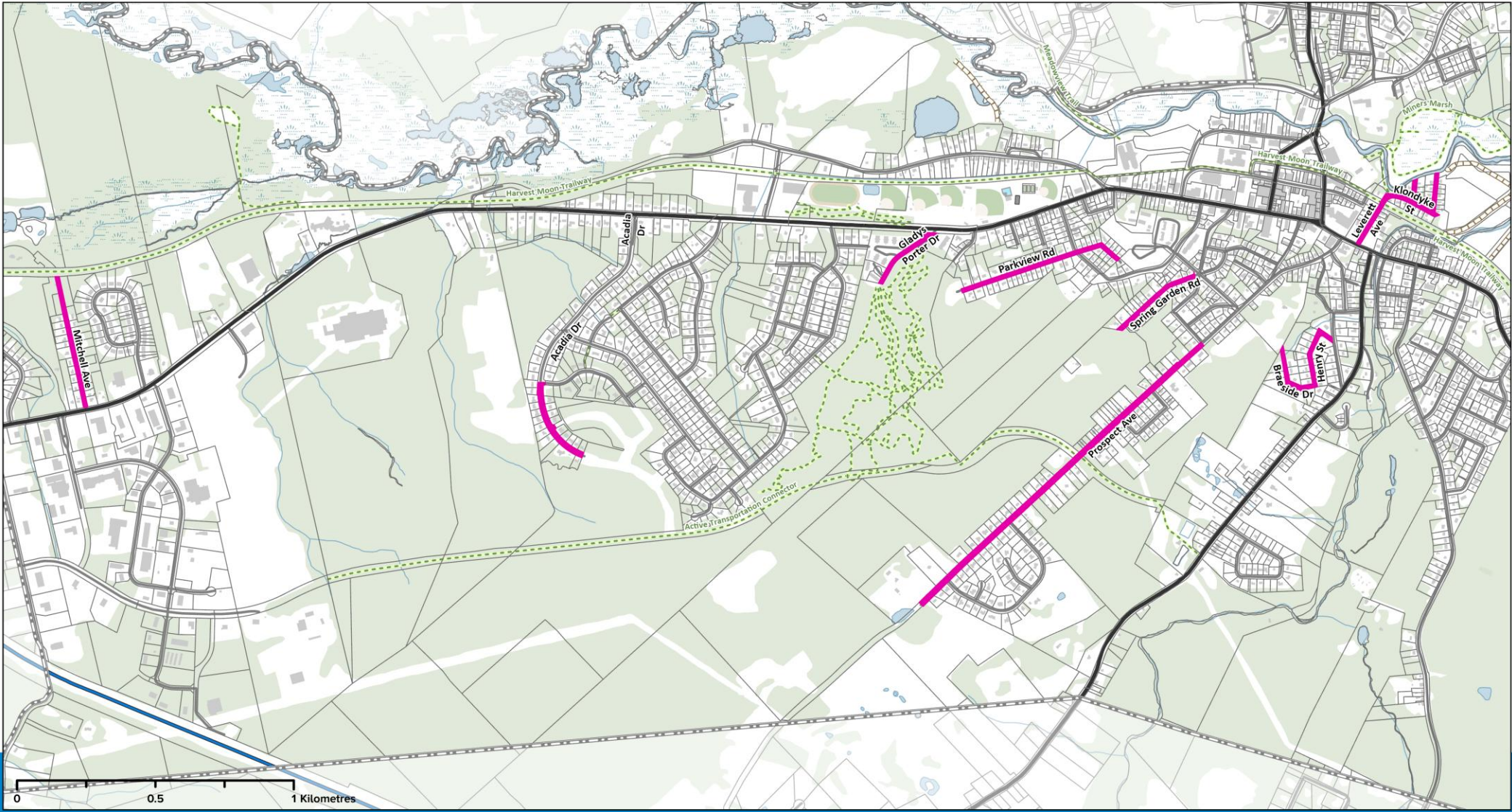
Base Data

- Town Boundary
- Property Lines
- Building Footprint

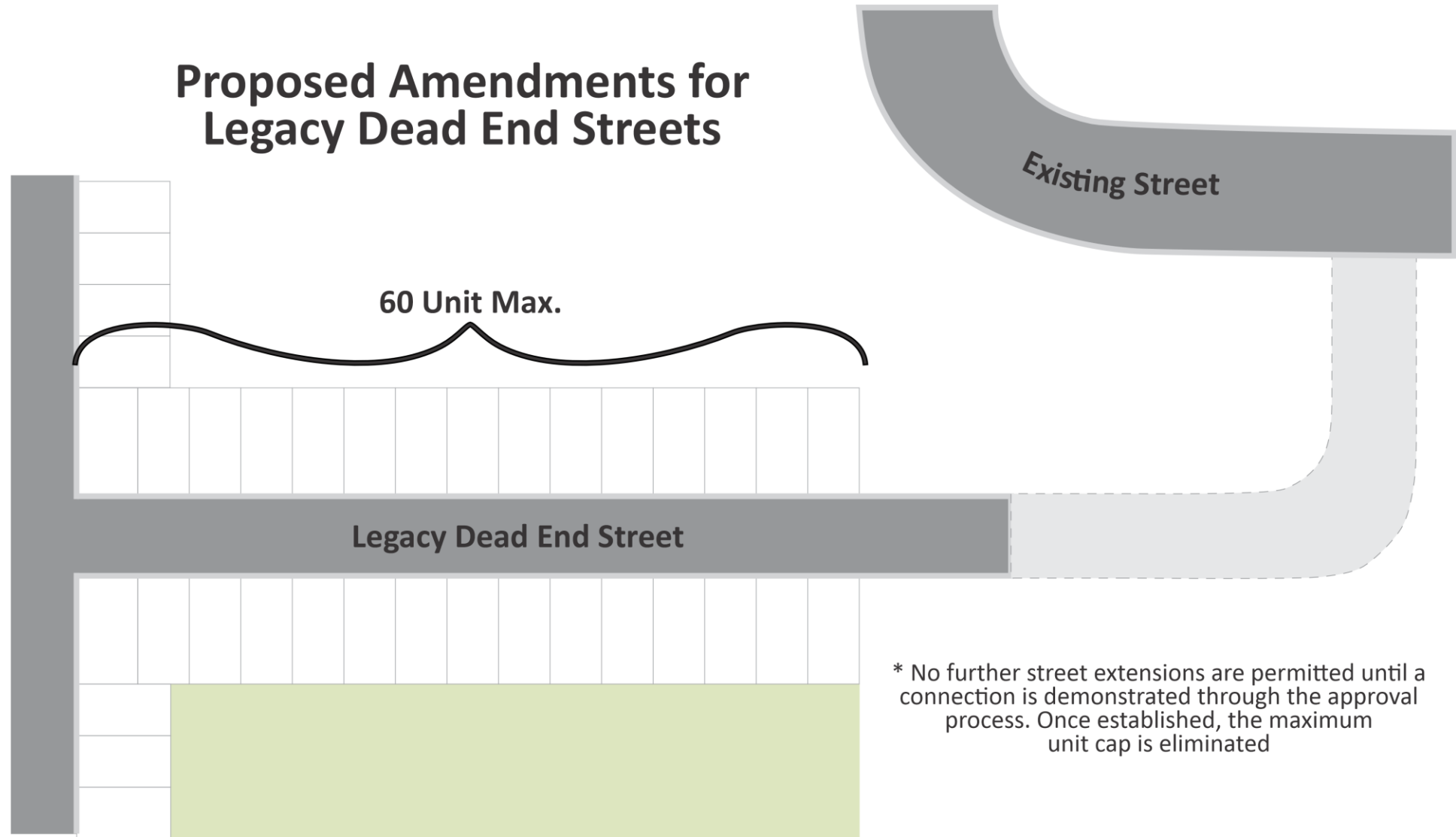
- Treed Area
- Recreation Trails
- Legacy Dead End Streets

Hydrology

- Dyke
- Watercourse
- Lake/River Water Area
- Swamp Area



Subdivision – Implication for Legacy Streets



Definition - Phased Development

Development of land in sequential stages under a single subdivision or development concept, where lots, roads, services, and other infrastructure are constructed in planned increments rather than all at once. Each phase is designed to function independently while ensuring connectivity and integration with future phases.

Subdivision – Phased Development Standards



Support Managed Growth

Ensure new subdivisions are built in logical, connected phases that align with municipal infrastructure capacity and service delivery.



Enhance Connectivity

Prevent isolated cul-de-sacs and encourage future street extensions to maintain an integrated street network.



Improve Safety & Resilience

Require secondary emergency access or temporary turnarounds to meet fire protection standards and reduce public safety risks.



Balance Flexibility & Accountability

Provide developers with phased approval options while securing municipal interests in road completion and long-term community design.

Subdivision – Phased Development Standards



Balancing Development Objectives and Safety in Cul-de-Sacs

Development Objectives (Higher Unit Counts)

Developers often seek to maximize lot yield within a cul-de-sac to improve project viability, reduce per-unit servicing costs, and meet growing housing demand.

Safety Objectives (Lower Unit Counts)

Municipal standards limit the length and number of dwellings on a cul-de-sac to ensure emergency access, protect evacuation routes, and reduce congestion at a single point of entry.

The Balance

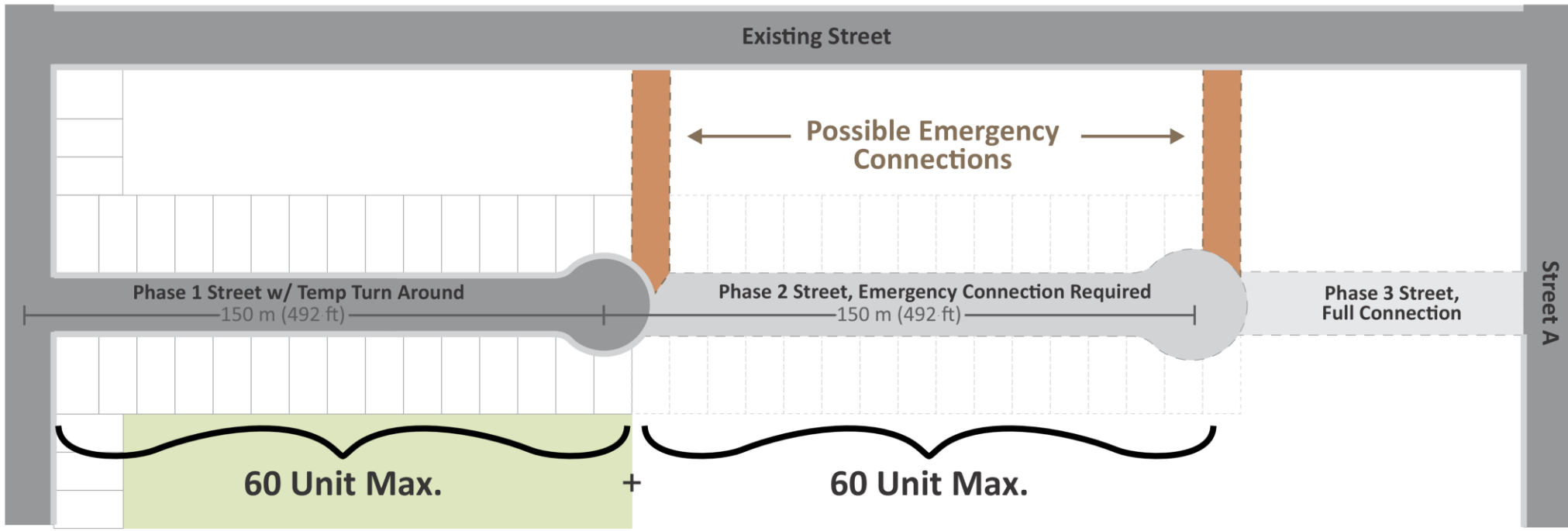
The phased development amendments recognize both perspectives by:

- Allowing higher unit counts where a secondary emergency access (public street or all-weather emergency connection) is provided.
- Maintaining lower thresholds where only a single point of access exists.

This approach ensures **flexibility for development** while **upholding life-safety standards and community resilience**.

Subdivision – Phased Street Standards

Proposed Amendments for Subdivision Phasing

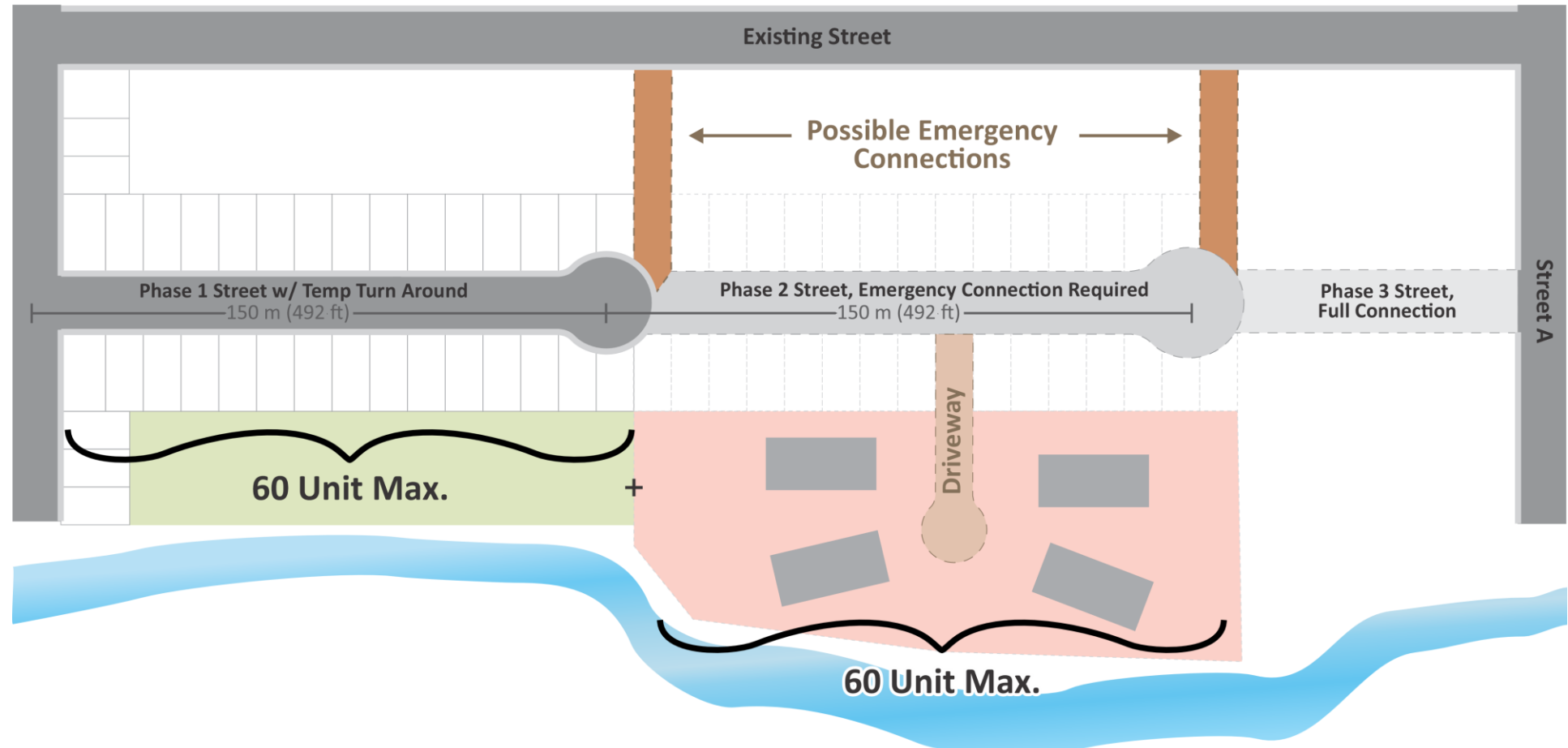


* Once full connection is provided through “Phase 3”, then the unit cap is eliminated

Subdivision – Phased Street Standards

Proposed Amendments for Subdivision Phasing

* Once full connection is provided through “Phase 3”,
then the unit cap is eliminated



Subdivision – Emergency Access/Egress



When Required – For phased developments with more than 60 units or permanent cul-de-sacs >150m



Design Standard – Minimum width 6.0 m (19.7 ft), all-weather surface, unobstructed



Traffic Restriction – Gated to prevent regular traffic but accessible to emergency services



Documentation – Shown on subdivision plan and registered as an easement in favour of the Town of Kentville

Subdivision – Temporary Turning Areas



When Required – For phased subdivisions where roads terminate temporarily



Proposed Design Standards – e.g. Hammerhead design

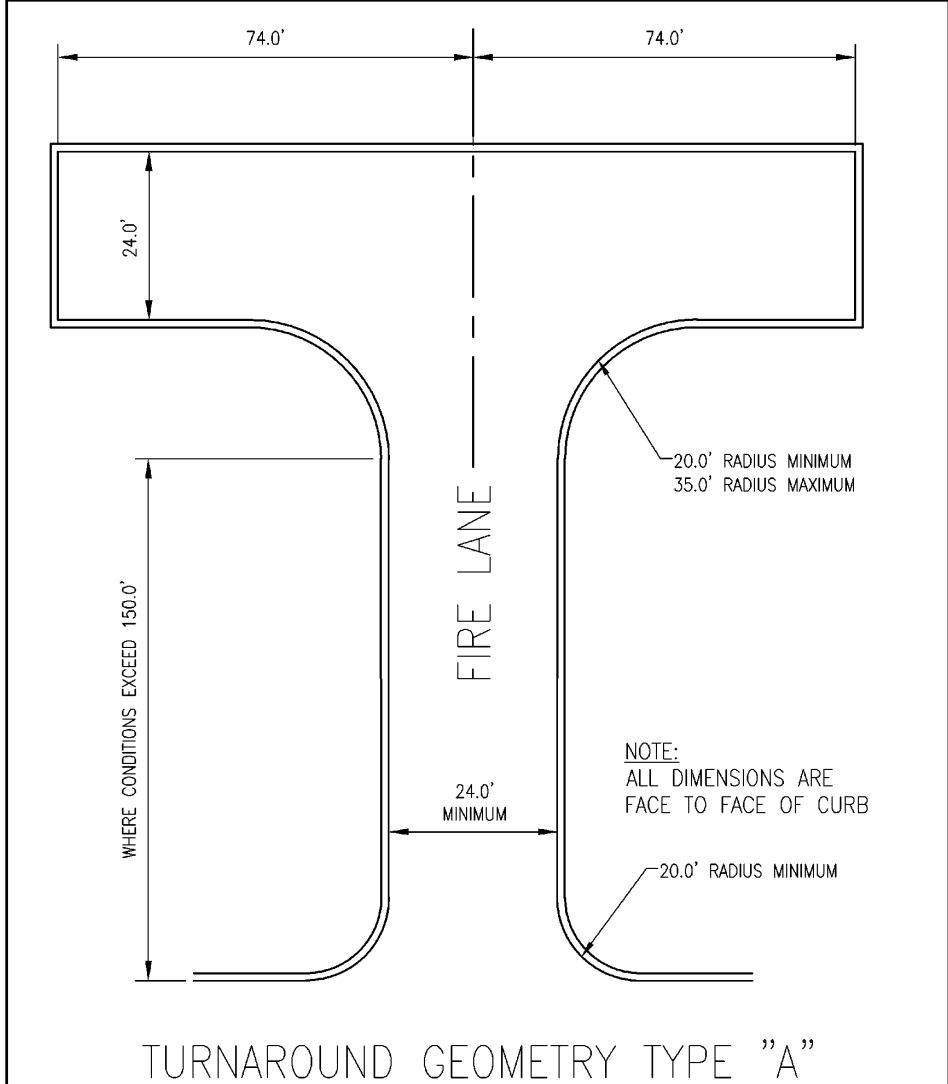
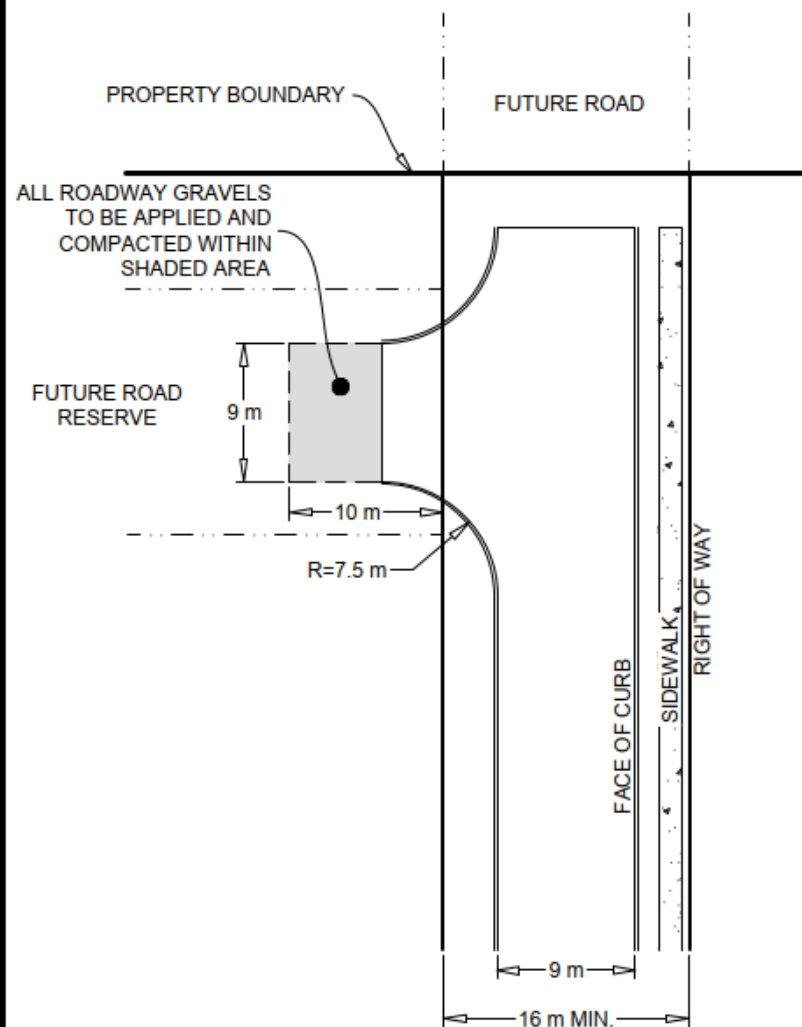


Safety Considerations – Must remain unobstructed for large emergency and service vehicles



Time Limit – Removed or extended within 24 months unless otherwise approved

Subdivision – Temporary Turning Area Concepts



- All-weather Emergency Connection
- Existing Overextended Streets
- Temporary Turnaround
- Permanent Cul-de-sac

Implications for Development



- Housing Supply – Facilitates design options in R3/R4 zones (frontage)
- Efficiency – Better use of land and infrastructure
- Public Safety – Stronger safeguards for evacuation and emergency access
- Process Clarity – Clear, measurable standards reduce uncertainty

The proposed changes are part of a broader effort to improve the quality of planning documents, ensuring they are clear, consistent with best practices, and easily understood by residents, developers, and Council.

Next Steps





Town of Kentville Bylaw 200

Board of Police Commissioners

BE IT ENACTED by the Council of Town of Kentville under the authority of the *Municipal Government Act*, Statutes of Nova Scotia, 1998, Chapter 18, and *Police Act*, 2004, Chapter 31, and amendments thereto as follows:

1. SHORT TITLE

This Bylaw shall be known as Bylaw 200 and may be cited as the "Board of Police Commissioners Bylaw".

2. DEFINITIONS

- 2.1. "Board" means Board of Police Commissioners for Town of Kentville.
- 2.2. "Chief" means Chief of Police, or their designate, of Kentville Police Service.
- 2.3. "Chief Administrative Officer" means the Chief Administrative Officer of the Town of Kentville.
- 2.4. "Council" means Council of Town of Kentville.
- 2.5. "Member" means a member of the Board of Police Commissioners of Town of Kentville.
- 2.6. "Police Act" means the Police Act in force and effect in Nova Scotia on the date under consideration, as amended from time to time, and the associated regulations pertaining thereto.
- 2.7. "Town" means Town of Kentville.

3. BOARD ESTABLISHED

Board of Police Commissioners for Kentville is hereby established by Council.

4. PURPOSE

The purpose of Town of Kentville Board of Police Commissioners is to provide civilian governance and oversight of Kentville Police Service on

behalf of Municipal Council, carrying out its mandate within the scope of the *Police Act* and regulations, and this bylaw.

5. MEMBERSHIP

Pursuant to Section 44 of the *Police Act*, Council hereby establishes the Board of Police Commissioners with five members as follows:

- 5.1 Two members of Council, appointed by Council; and
- 5.2 Two members of the public appointed by Council who live in Kentville; and
- 5.3 One member of the public appointed by the Minister of Justice.
- 5.4 The Chief and Chief Administrative Officer shall receive notice of all meetings of the Board and are entitled to attend, but not to vote.
- 5.5 A member of the Board may be dismissed by the Minister, if the Minister appointed the member; or resolution of municipal council, if the council appointed the member.
- 5.6 All members of the Board shall be appointed by Council, excluding the representative of the province, and serve at Council's pleasure.

6. ROLE OF CHAIRPERSON

- 6.1 The Chairperson is responsible for chairing and facilitating all meetings, ensuring that appropriate research, directions and recommendations are given by the Board, including the provision for adoption of annual budgets and workplans.
- 6.2 Prepares all meeting agendas in consultation with Chief of Police.
- 6.3 On behalf of the Board, the Chairperson or the Chairperson's delegate may give advice or direction, in writing, to the Chief on any matter within the jurisdiction of the Board under the *Police Act*, but not to other members of the police department, and for greater certainty, no other member of the board shall give advice or direction to a member of the police department.

7. ROLE OF VICE CHAIRPERSON

A Vice Chairperson shall be appointed and act in the place of the Chairperson during absences, unavailability, or conflicts of interest of the Chairperson.

8. ROLE OF DEPARTMENT OF JUSTICE

Nova Scotia Minister of Justice has authority under Section 44(3)(c) of the *Police Act* to appoint a person to Town of Kentville's Board of Police Commissioners, with the same rights and obligations as all council appointees including council members and public members. It is expected that the Department of Justice will monitor the governance of Kentville Police Service through this appointee and the Board's annual report to the Minister.

9. ROLE OF CHIEF OF POLICE

- 9.1 Chief of Police is accountable to the Board with respect to the provision of policing in Kentville.
- 9.2 Chief of Police shall have the power to appoint, promote, suspend, dismiss and reinstate all members, special constables, bylaw enforcement officers and civilian employees of Kentville Police Service.
- 9.3 Chief of Police shall advise the Board with respect to the provision of efficient, effective and economical municipal police service delivery to the taxpayers of the Town and may in consultation with the Board undertake in a timely manner, research, strategic planning, policy development and implementation and the reporting of results, in response to inquiries by the Board pertaining to its community governance responsibilities, generally categorized as:
 - (a) the management, administration and operation of the police department;
 - (b) providing an effective community voice on matters pertaining to policing;
 - (c) civilian review of police service delivery;
 - (d) the maintenance of discipline within the police department;
 - (e) filing an annual report with the Board respecting, among other things, the initiation of programs and strategies implementing the department's priorities, goals and objectives;
 - (f) ensuring the quality of police service delivery by evaluation processes, including self-evaluation audits and quality assurance programs;
 - (g) developing and implementing organizational plans;
 - (h) promoting programs to enhance policing services;
 - (i) keeping generally informed of policing operations;
 - (j) ensuring police personnel are accountable to civilian authority; and

(k) filing with the Minister an annual report respecting the number of members, special constables, by-law enforcement officers and civilian employees employed by the police department;

9.4 Pursuant to Section 38 of the Police Act, Chief of Police has authority over the actual day-to-day direction of Kentville Police Service with respect to enforcement of law and the maintenance of discipline within the department.

9.5 Chief of Police is accountable to the Chief Administrative Officer with respect to the implementation of and compliance with Kentville administrative policies and procedures.

9.6 Chief of Police shall lead the research and report writing aspect of the Board's work to ensure the Board has the best information to make a decision or recommendation to Council.

10. REPORTING RELATIONSHIP

Board of Police Commissioners shall report directly to the Council of Town of Kentville and indirectly to the Chief of Police for operational and administrative support.

11. DURATION OF TERM

The term of the Board of Police Commissioners shall continue until November 30, 2027, and is subject to renewal thereafter according to Section 24 of the *Municipal Government Act* and at the discretion of council according to policy.

12. FREQUENCY OF MEETINGS

Meetings of the Board of Police Commissioners shall be held on such day and time as the Board decides at the first meeting of the Board. Additional meetings may be held, or the above meeting dates and times changed, when agreed to by a majority of the Board and prior notification is provided to Board members. Kentville Board of Police Commissioners' meetings shall be scheduled monthly.

13. QUORUM REQUIREMENTS

No decisions may be made at any Board of Police Commissioners meeting unless a majority of those persons duly elected are present and actively participating.

14. AGENDA, MINUTES, AND RESOLUTIONS

Minutes and recommendations of the Board of Police Commissioners shall be provided to each member of the Board within a reasonable time after the conclusion of such meeting. Board Chairperson will endeavour to provide each member of the Board with the agenda and required supporting documentation at least five days prior to each meeting.

15. CONFLICT OF INTEREST

It is expected that all members of the Board of Police Commissioners will adhere to the *Municipal Conflict of Interest Act*, disclosing any pecuniary or indirect pecuniary interest in any matter before the Board and refrain from taking part in, or trying to influence either before or after the meeting, any directions or decisions respecting such matters. Any clear breach of this guideline will require the Chairperson to ask council to remove that member and appoint another member in their place. If the breach is by the Chairperson, this shall be reported to council by the Vice Chairperson.

16. CODE OF CONDUCT

All Board members must acknowledge receipt of and agree to adhere to the Town's Code of Conduct Policy and Nova Scotia Police Act Code of Conduct regulations.

17. RESOURCES

Board of Police Commissioners shall have access to the resources of the Chief of Police and other Kentville Police Services staff through the Chief of Police, to undertake the required research it needs to make the most appropriate decisions in a timely manner. Requests for resources above the annual budgeted amount for staffing costs must be made by the Board through the Chairperson to council, on an as needed basis.

18. DECISION MAKING PROCESS

All decisions of the Board of Police Commissioners shall be made by majority vote of Board members. Where a majority is not forthcoming, the vote shall be determined in the negative.

19. CONFIDENTIALITY

All meetings of the Board of Police Commissioners are public, except those matters deemed to be private and confidential in nature and subject to Section 51 of the *Police Act*. Minutes and subsequent resolutions of such meetings shall be recorded and publicly available upon request.

Information and reports of the Board shall be subject to normal Freedom of Information and Protection of Privacy (FOIPOP) regulations.

20. COMMUNICATIONS

All communications and messaging from the Board of Police Commissioner's work and activities shall come solely from the Chairperson or their designate. It is expected that all decisions of the Board will be supported by all members of the Board upon ratification. This does not limit the ability of individual member's from speaking freely with the media, but in all such cases the individual Board member should be clear that it is their personal opinion and not that of the Board of Police Commissioners.

21. REPORTING

At least bi-annually, Chief of Police and Chairperson shall provide an oral and written report to Council concerning the Board's work plan, as well as focus and directions. Should council require additional oral presentations, they may be requested of the Chairperson at any time if council wishes to have further clarification or reporting on the Board's work.

22. RESPONSIBILITIES

Board of Police Commissioners shall be responsible for:

- 22.1 civilian governance on behalf of the Council in relation to the enforcement of law, the maintenance of law and order and the prevention of crime in the Town; and
- 22.2 the administrative direction, organization and policy required to maintain an adequate, effective and efficient police department, but the board shall not exercise jurisdiction relating to
 - (a) complaints, discipline or personnel conduct except in respect of the chief officer of the municipal police department;
 - (b) a specific prosecution or investigation; or
 - (c) the actual day-to-day direction of the police department; and
- 22.3 prepare in consultation with Chief of Police, and submit to Council each January, a proposed operating and capital budget for policing services for the ensuing fiscal year.
- 22.4 monitoring gender, ethnic and minority group issues and making recommendations concerning these matters to the Chief of Police; and

- 22.5 ensuring that community needs and values are reflected in policing goals and methods; and
- 22.6 acting as a conduit between the community and the police service providers.
- 22.7 Without limiting the generality of subsection 22.1, the Board shall
 - (a) determine, in consultation with the Chief, priorities, objectives and goals respecting police services in the community;
 - (b) ensure the Chief establishes programs and strategies to implement the priorities, objectives and goals respecting police services;
 - (c) ensure that community needs and values are reflected in policing priorities, objectives, goals, programs and strategies;
 - (d) ensure that police services are delivered in a manner consistent with community values, needs and expectations;
 - (e) act as a conduit between the community and the police service providers;
 - (f) recommend policies, administrative and organizational direction for the effective management of the police department;
 - (g) review with the Chief information provided by the Chief respecting complaints and internal discipline;
 - (h) ensure a strategic plan and business plan is in place; and
 - (i) ensure the department is managed by the Chief according to best practices and operates effectively and efficiently.
- 22.8 The Board shall ensure the Town has a written policy respecting extra-duty employment by members of Kentville Police Service that
 - (a) defines extra-duty employment;
 - (b) provides that requests for a member of the police department to be employed on extra duty be made to the Chief;
 - (c) require that a member of the police department engaged in extra-duty employment be in uniform except where the Chief determines that plain clothes are required; and
 - (d) require that at all times while on extra duty the member of the police department is under the orders of the police department and no one else.
- 22.9 The Board shall ensure the Town has a written policy respecting off-duty employment by members of its police department and the policy shall
 - (a) define off-duty employment;

- (b) set policy guidelines regarding permitted and prohibited off-duty employment;
- (c) prohibit a member of the police department from engaging in the business of serving civil process documents or in the private investigator or private guard business; and
- (d) prohibit a member of the police department from being in uniform while engaged in off-duty employment.

22.10 The Chief shall determine whether employment is extra-duty employment or off-duty employment and whether a particular kind of off-duty employment is permitted or prohibited within the off-duty police policy.

23. REPEAL

Town of Kentville Board of Police Commissioners Bylaw, Chapter 108, approved by Council on the 24th day of October, 2022, including any amendments thereto, is hereby repealed.

CLERK'S ANNOTATION FOR OFFICIAL BYLAW BOOK

Date of first reading: September 29, 2025
Date of advertisement of Notice of Intent to Consider: October 1, 2025
Date of second reading:
Date of advertisement of Passage of Bylaw:
Date of mailing a certified copy to Minister:
Effective Date:

I certify that this Board of Police Commissioners Bylaw was adopted by Council of the Town of Kentville on the _____ day of _____, 2025, and published as indicated above.

Clerk

Date



TOWN OF KENTVILLE BY-LAW

CHAPTER 108

BOARD OF POLICE COMMISSIONERS

This By-law supplements the *Police Act*, and the *Police Act* should be referenced for questions concerning the terminology, clarification, and full administration of the Kentville Board of Police Commissioners By-law.

DEFINITIONS

1. In this Bylaw:

- (a) "Board" means the Board of Police Commissioners for the Town of Kentville;
- (b) "Chief" means the Chief of the Kentville Police Service;
- (c) "Chief Administrative Officer (CAO)" means the Chief Administrative Officer of the Town of Kentville;
- (d) "Council" means the Town Council of the Town of Kentville;
- (e) "Member" means a member of the Board of Police Commissioners;
- (f) "Police Act" means the Police Act RSNS2004 c.31 as amended and the regulations made thereunder;
- (g) "Town" mean the Town of Kentville.

POWERS

2. The Board shall comply with the provisions of the Police Act RSNS 2004 c.31 and Police Regulations Part III para. 76 to 79 setting out its powers and obligations and include the oath of office. The relevant sections of such legislation and regulations pursuant thereto, including amendments or substitutions, shall be supplied to each member of the Board.

COMPOSITION OF THE BOARD

3. The Board shall consist of five (5) members.
4. The members shall be appointed as follows:
- a. Two (2) members of Council are appointed by resolution of Council. The Council appointments shall take effect after the first Council meeting in November of each calendar year.
 - b. Two (2) residents appointed by resolution of Council, who are neither members of council nor employees of the Town of Kentville.
-

Appointments shall take effect after the first Council meeting in November of each calendar year.

- c. One (1) member appointed by the Minister of Justice of the Province of Nova Scotia.
5. All subsequent appointments of resident members shall follow the Town's Policy Statement G57 Committees of Council, section 4.2.
6. The board shall at its first meeting in each year, elect a Chair and a Vice Chair.

BOARD AUTHORITY/GOVERNANCE

7. The Board shall have all the powers and duties granted pursuant to the provisions of The Police Act and responsibilities as per regulations.
8. The Chief of Police or their designate shall give all necessary orders, directions and instructions to the policing service.

MEETINGS

9. Regular public meetings of the Board will be held in Council Chambers at Town hall on the second Friday of each month, commencing at 1:00pm monthly (except for the months of August and December). The Board may meet at another time or location if advertised with 72 hours notice. Special meetings fall under Policy Statement G57 Committees of Council.
10. A majority of members constitutes a quorum (three (3) members in attendance for a quorum).
11. The Board may meet *in-camera* at any time with notice by the Chair to all the committee and with unanimous consent of all members, concerning all matters relating to discipline, personnel, contract negotiations and security of police operations. A member of the Board or any person in attendance at an "in-camera" meeting shall not disclose any item or information of a confidential nature that is discussed at the meeting. All in camera meetings will have recorded minutes outlining direction received in camera.
12. The Chief of Police or their designate shall, whenever requested by the Chair of the Board, attend meetings of the Board, whether public or *in-camera*.
13. The Chief of Police or Chief Administrative Officer (CAO) shall designate a Secretary to the Board who shall have charge of all minutes, records and accounting procedures to be followed and maintained by the Board.

FISCAL MATTERS

14. The Board shall be required to submit to Council its recommendations with respect to all financial and budgeting matters related to the administration of the policing service or before the end of February each year.
15. The Town shall be the employer of all members and staff of the policing services and all collective agreements or other agreements with the members

and staff of the policing service or their bargaining agent shall be contracted in the name of the Town.

16. The CAO and Chief of Police shall be members of any committee appointed for the purpose of contract negotiations with members of the Town's police force.
17. All capital equipment proposed to be purchased by the Board, not provided for in its budget as approved by Council, shall be submitted to Council, together with the written recommendation of the Board for purchase consideration.
18. Each member of the Board is entitled to reimbursement of reasonable expenses incurred on the business of the Board (including training) as per the expense reimbursement policy of the Town of Kentville.

PURCHASING POLICY

19. Purchases made by the Board shall apply the procedures set out in the Town of Kentville Purchasing Policy.

REPEAL

20. Upon approval by Council and approval of the Department of Justice, the Bylaw known as the Town of Kentville Bylaw Chapter 82 Board of Police Commissioners as adopted by Town Council on the 3rd day of November 2009, is hereby repealed.

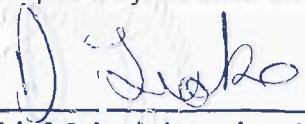
ENFORCEMENT

21. This Bylaw shall come into force and legal effect upon receiving the approval of the Minister of Justice of Nova Scotia as per Section 55(2) of the Police Act.

Clerk's Annotation for Official By-Law Book

Date of first reading:	July 25, 2022
Date of advertisement of Notice of Intent to Consider:	August 16, 2022
Date of second reading:	October 24, 2022
*Date of advertisement of Passage of By-Law:	November 2, 2022
Date of mailing to Minister a certified copy of By-Law:	October 25, 2022

I certify that this Board of Police Commissioners Bylaw – Chapter 108 was adopted by Council and published as indicated above.



Chief Administrative Officer, Dan Troke

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

Rob Baker, Councilor **October 27, 2025**

Highlights:

1. Grateful for the planning and execution of the public works infrastructure and paving.
2. Very impressed by the fabulous Pumpkin People and also the Downtown Kentville mailer and organization of events, and the Visitor Information Center
3. The Annapolis Valley Regional Library will run a deficit this year to continue its service to communities across the Valley. Council should expect a request for increased funding to come from the CEO this fall that we might consider for 2026-27 budget planning beginning in the new year.

Committee and Commission Appointments:

September 29 – In camera session, Council Meeting
October 9 – Kentville Inclusion and Accessibility Advisory Committee – 9AM meeting unable to attend due to work
October 14 – In camera Code of Conduct, and CAC
October 16 – Annapolis Valley Regional Library Board Meeting.

Upcoming – as of writing October 20

October 27 – 4:30 PM Public Hearing Land Use Bylaw amendments
October 30 – 5:00 PM Public Participation amending Land Use Bylaw
Nova Scotia Federation of Municipalities Nov 4 -7, Halifax
– I unable to attend due to lack of funds allotted to me as a councillor – I did attend the spring NSFM conference
November 21 – Holly Days Tree Lighting

Debra Crowell Deputy Mayor October 2025

Highlights:

- Harvest Fest 2025

Committee and Commission Appointments:

Investment Advisory Committee

Key Agenda Items:

- Review portfolio for September 2025
- Year-to-date return = 9.35%

Decisions:

Not a lot of activity in the fund since last report. We are well positioned for the end-of-year payment to the Town Operating Fund in March 2026. Sectors doing well include Industrials, Materials and Metals due to increased government spending. All sectors are in good positions to participate.

The Chair, Councillor Savage, will provide more details.

Kentville Business Community:

(Unable to attend due to council meetings)

Key Agenda Items: Guest- Sergeant MacNeil, Committee updates/reports, Executive Director report.

Decisions:

Joint Fire Services Committee:

Key agenda items: (Meeting moved to October 23)

Decisions: Report to follow next month

Kentville Water Commission

Key agenda items: (Meeting held October 28)

Decisions: Report to follow next month

Events and Meetings:

Meeting 1: October 8, 2025- Investment Advisory Committee

Meeting 2: October 9, 2025- Strategy session

Meeting 3: October 14, 2025-In-camera meeting

Meeting 4: October 14, 2025-Council Advisory Committee

Meeting 5: October 23, 2025-Joint Fire Services Committee

Meeting 6: October 27, 2025-Council meeting

Meeting 7: October 28, 2025-Kentville Water Commission

COUNCIL REPORT



- Event 1: October 4, 2025- Kentville Harvest Festival
- Event 2: October 22,2025- Devour Festival with Mayor Zebian

Samantha Hamilton, Councillor **September 24 – October 21, 2025**

Highlights:

Over the past month, our community has been filled with activity and celebration during Thanksgiving and Harvest Fest; it has been a wonderful time to reflect on community connection and the importance of giving thanks. This month also marks one year since I had the privilege of being elected to serve as your councillor, and I am grateful for the continued support, encouragement, and trust from residents. It is an honour to represent the Town of Kentville.

As the fall season continues, the Pumpkin People have once again returned to Kentville, bringing fun, creativity, and festive energy to our downtown. If you haven't yet had the chance, I encourage you to visit and enjoy this annual tradition that makes Kentville so special. From the Battle of the Badges fundraiser and KVFD Open House to the Police Conference, Harvest Fest, and local business celebrations, this has been a busy period of community engagement and collaboration.

Committee and Commission Appointments:

- REMO (Regional Emergency Management Organization) – October 20

The meeting included a presentation from Nova Scotia Public Works and updates on the Hurricane Preparedness and Response Plan. The REMO Debris Management Plan and the Standard Operating Procedure Plan were reviewed and approved. The 2025 wildfire season was discussed, with 21 fires reported compared to the usual average of 20. Although the official season runs from March 15 to October 15, conditions remain unusually dry, emphasizing the need for ongoing vigilance. An update on the Lake George wildfire confirmed that it is now under control—appreciation to all involved, especially our local fire departments. Additional updates covered ongoing community outreach and training opportunities. Residents are encouraged to stay informed and, if vulnerable or supporting someone who is, to plan ahead and register with the Vulnerable Persons Registry to ensure help is available during emergencies.

- Kings Point to Point – October 15

I was unable to attend this meeting because I participated in the Police Conference in Digby. A policy for expired fares was discussed and approved, establishing clear guidelines for handling advanced, unused fares after 12 months. This policy aims to ensure consistency and accountability in fare management across the organization.

Events and Meetings:

Events:

- Harvest Fest – October 4

Attended Valley Lion's Breakfast and then this popular fall event, celebrating our community spirit, local vendors, and family-friendly activities throughout downtown Kentville.

- Kentville Volunteer Fire Department Open House – October 4

Visited the KVFD Open House, connecting with firefighters and residents to kickstart fire prevention, safety education, and equipment demonstrations. It was also an excellent opportunity to tour the new fire truck that Kentville recently received.

- Battle of the Badges Fundraiser for Muscular Dystrophy – October 4

What a special event, where \$2,923 was raised to support Muscular Dystrophy Canada in a nail-biter of a hockey game between Kentville Police and Kentville Volunteer Fire Department.

- NSCPA & NSAPG Police Conference (Digby Pines) – October 15–16

Attended the provincial Police Conference, “Unified in Public Safety,” which provided an outstanding opportunity for professional development, networking, and collaboration across policing and municipal sectors. This event offered meaningful discussion around the provincial police review and the upcoming modernization of policing in Nova Scotia, with representatives from the Department of Justice (DOJ) in attendance.

One of the conference highlights was the keynote presentation by Devon Clunis, author of “One” and the first Black Police Chief and Inspector in Canada. His presentation was both inspiring and thought-provoking, emphasizing that one person can make a difference and exploring the importance of leadership rooted in purpose, equity, and community connection. He also reflected on his experiences championing police modernization in Ontario, offering valuable insight into the balance between innovation, public trust, and accountability.

Overall, the conference reinforced the importance of collaboration, equity, and adaptability as policing in Nova Scotia continues to evolve.

I had no expenses for this event, as Councillor Savage and I travelled and stayed together.

- Valley Women’s Business Network 25th Anniversary Celebration – October 18

Attended the milestone Silver Celebration, recognizing the leadership, entrepreneurship, and success of women in business across the Valley.

- Grand Opening of Wholesum Refillery – October 18

Celebrated the grand opening of Wholesum Refillery’s new expanded location. If you haven’t had the chance to visit, I highly recommend stopping by to see their wonderful new space and sustainable initiatives.

Meetings:

- Council Meeting – September 29
- Strategic Planning Meeting with Council – October 9
- Council Advisory Committee (CAC) – October 14, included an in-camera session before the regular meeting.

Closing Remarks:

This has been a busy and fulfilling time, with strong community engagement and important conversations about our town’s future direction. From Harvest Fest, the KVFD Open House, and the Battle of the Badges fundraiser to the Police Conference and local business celebrations, the spirit of collaboration and civic pride has been evident. I look forward to continuing the momentum as we build on our strategic planning discussions and strengthen partnerships across the region. Please feel free to reach out with any questions, concerns or feedback.

Respectfully submitted, Councillor Samantha Hamilton

NAME – Cathy Maxwell

COUNCIL MEETING DATE – October 27th/25

Highlights: It has been a busy month in Kentville with downtown construction (stormwater and sidewalk), festivals, ongoing planning for updates in LUB and making way for future development. Kentville is a busy town!

Committee and Commission Appointments:

Committee 1: Heritage Meeting

Discussion or Decisions: We have a meeting coming up the first week in November. I did not get the two properties we were looking for heritage designation, into Council this month but will have them presented at the November CAC

Meetings and Events:

Sept 29th – Code of Conduct Meeting

Sept. 29th – Council Meeting

Oct 3rd – Wildcats Baseball Final

Oct. 4th – Harvest Festival

Oct 9th – Special Council Meeting

Oct 14th – Code of Conduct Meeting

Oct 14th – CAC

Cate Savage – Councillor Savage

Highlights:

Citizens, we will see some positive changes to the committees of council in as much as they will be streamlined with shorter terms and re setting so that all of council and more citizens can be afforded the ability to take part and learn about the inner workings of council by way of these committees. While I was not prepared to support ALL of the changes, some made good sense and will benefit council and community as a whole. I was pleased to read and discuss with fellow council members the strategic initiatives created in part by our CAO and directors. Stay tuned It's great to see all the work being done in the downtown via the GRID project ..along with the DH Connector – Kentville is growing and it will behoove mayor and council to keep citizens and business apprised of our plans and how we expect to accomplish controlled growth.

Last Council Meeting – September 29th

Last CAC – October 14th

Committee and Commission Appointments:

Committee 1:

IAC – October 8th

Minutes from the meeting (October 8th) not yet ratified – see minutes from the September 10th meeting

The MV of our portfolio \$14M (just north)

The money weighted net = 9.356% measured against the balance income CAD of 9.06%.

There was an interest rate drop in September that helped the markets along with large stimulus in the markets right now (gov lock down in the US) We are

in a secular bull market – Discussions around CUSMA (2036) and what this might mean in the markets.

We are well positioned for the March 2026 payout.

Committee 2:

RSC – October 17th – Emergency Meeting

There was a budget and financing recommendation for continued cell 2 desludging at the regional wastewater treatment plant through the issue of an additional purchase order to GFL – GFL has taken out 600 bone dry sludge but there is considerably more but no more budgeted funds – MOK reserves will be substantially reduced – more information to come from their finance director.

Committee 3: BOPC

No meeting

Committee 4: Source Water Protection

No meeting

Events and Meetings:

September 29th – in camera meeting (council) 2 code of conduct violations

October 4th weekend – Harvest Fest

October 9th – meeting w council to discuss SP initiatives (5) and other associated items

October 14th – in camera (council) code of conduct violations

Training and Development:

October 16th – NSAPG Conference

DOJ updates

Devon Clunis – Policing

Mass Casualty Commission Report (CACP)

There were some great learnings at this conference – Policing is a complex arena and here in Kentville we have some of the best trained officers in the Province. There was discussion around the mass casualty report and what that means for municipal police forces – more to come as additional work and meetings take place amongst all orders of policing. Policing is challenging with mental health issues becoming more apparent with the calls here in Kentville. Having the Community Crisis Navigator is key to assisting officers with the increasing calls in TOK.

Mayor Andrew Zebian

October 27th, 2025

Highlights:

Committee and Commission Appointments:

Committee 1: IMSA Valley Waste/Kings Transit October 15th, 2025

KINGS TRANIST:

Registering the new Tidal Transit Authority name is underway.

Live-feed camera systems are currently being installed on buses to enhance safety and operational efficiency.

The Valley Regional Services Board of Directors approved the scope change for KTA's ICIP Phase 2 funding application, shifting the strategy from purchasing fully electric buses to hybrid electric models.

VALLEY WASTE - RESOURCE MANAGEMENT:

- The Curbside Recycling Contract agreement with Circular Materials is pending receipt of insurance certificates from our collection contractor. Once received, the contract will be signed.
- Negotiations for Post-Collection Services are ongoing, including discussions around utilizing both the Eastern and Western Management Centres.
- A province-wide contractor for residential recycling processing has been announced. Operations
- Wood processing continues with Port Hawkesbury Paper and Scott Farms actively purchasing ground wood.
- Staff met with Scotia Recycling to discuss processing the commercial sector recycling starting December 1. Scotia Recycling is preparing a pricing proposal. Education Initiatives
- Staff delivered presentations to fire departments in Kingston and Greenwich as part of fire prevention week focusing on lithium battery hazards and proper disposal to prevent fires at solid waste facilities.
- Information booths on battery recycling are being held at malls and grocery stores.

KINGS TRANSIT: CONTINUED.

Tonnage Report (April 1 – September 30, FY 2025–2026 vs. FY 2024–2025) Key variances in incoming and outgoing tonnage at the Management Centres:

- Fall Clean-Up: Down due to schedule change start date in October instead of September.
- Commercial Recycling: Incoming volumes are down but consistent with F2024.
- Asphalt Shingles: Down by 45% (450 tonnes).
- Brush: Up by 95 tonnes, likely due to burn restrictions.
- Organics: Outgoing tonnage reduced, likely due to dry summer conditions.
- Processed Materials: Lower volumes of outgoing construction/demolition debris, metals, and yard waste due to timing and reduced stockpiles from previous years.

Committee 2:

Council Meeting: September 29th, 2025:

- 1. Policy 100 Council and Committee of Council Approved.** A clear document outlining the committees of Council.
- 2. Second Reading, Land Use Bylaw Amendment – General Commercial (C1) Zone:** This will encourage more growth in our Downtown Core and provide more housing options.
- 3. Second Reading, Rezoning Application – 157 Main Street:** Rezoning to allow for more housing and a brand new structure.
- 4. Sanitary Sewer Operating Budget 2025/2026 Approved.**
- 5. Proclamation –October : Disability Employment Awareness Month**

Committee 3:

Council Advisory Committee Meeting: October 14th, 2025:

- 1. Terms of Reference for Nominating Committee:** Discussion regarding the development or review of the Terms of Reference for the Nominating Committee to ensure that committee appointments are conducted in a fair, transparent, and consistent manner.

- 2. Town of Kentville Bylaw 201 – Noise Bylaw :** Discussion regarding a proposed noise bylaw that would be far more effective than what is currently in place.

Events and Meetings:

September 17th, 2025: Kentville Historical Society. Met to discuss an idea they are proposing.

September 18th, 2025: Police Commission Meeting. I attended this meeting and offered a suggesting for KPS to set up a joint meeting with KBC and the business community to discuss current issues impacting businesses in the Downtown Core.

September 21st, 2025: Attended the Kentville Legion to present them with a cheque on behalf of the Town of Kentville awarded grant funding. It was an opportunity to celebrate Legion Week.

September 22nd, 2025: Meeting with CAO, Director of Finance and Deputy Mayor to discuss sanitary sewer budget.

September 26th, 2025: Provided gift to Kentville resident, Mr. Garth Brennan celebrating his 100th birthday.

September 29th, 2025: Council meeting

October 3rd, 2025: Video Promo for Harvest Festival

October 4th, 2025: Harvest Festival – provided welcoming remarks and spent most of the day in centre square enjoying the activities. Thanks to our Rec Dept for hosting another fabulous event.

October 4th, 2025: Cat Expo in the REC Centre. Visited and met with volunteers who shelter cats looking for permanent homes.

October 4th, 2025: Hockey Game @ Centennial Arena: Kentville Volunteer Fire Department VS Kentville Police Services. Great game, well played by all for a great cause.

October 6th, 2025: Kentville Heritage Centre. CAO McNeill, Director Shupe (Planning) and myself with the Committee to hear about a vision they have for their centre. They are working through the details but it will be an exciting project for the Town Of Kentville.

October 9th, 2025: Session @ Town Hall to discuss strategic priorities. A great session with great vision and plans for the next few years. Training/reminder on conflict of interest situations that may arise.

October 14th 2025: Council Advisory Committee Meeting

October 15th 2025: IMSA

October 16th 2025: Meeting with Gary Morse and Mitch Brison of Brison Developments. Also attended by CAO McNeill and Director of Planning (Darren Shupe). Discussion around future development in Macdougall Heights and development along the Donald E Hiltz Connector Road. There is no power along this stretch. I have reached out to MLA Lohr to discuss.

October 16th 2025: Meeting with Lorenzo Caternini of AVMB (Annapolis Valley Mounting Biking Association). Discussion points were around potential projects that could be implemented within the Town of Kentville. The Town of Kentville is facing a lot of major, high value projects right now. I suggested that the group come back at a later time with smaller defined projects that could be proposed to Council.

October 17th 2025 Meeting with MLA John Lohr. Discussion Points:

- Issues Facing Downtown Kentville- a meeting to be set up with the Honourable Scott Armstrong, Minister of Opportunities & Social Development to discuss current struggles.
- Discussion around the changes to the Code of Conduct. A statement should be issued soon by the Province on these changes.
- Lack of power on Hiltz Connector Road and at the top of Acadia Drive. Discussion to involve NS POWER.
- Discussion around the tax rate in the Kentville Business Park

October 22nd 2025 : DEVOUR EVENT Wolfville. Attended with Deputy Mayor Crowell.

It's hard to believe it's already been a year since I was given one of the greatest honors of my life, the chance to serve as Mayor of Kentville. I still remember that night so clearly the excitement, the gratitude, and the sense of responsibility that came with it. And now, more than a year later, I feel that same gratitude even more deeply every single day. This first year has flown by...but what a year it's been.

In many ways, it feels like we've accomplished more in one year than in an entire Council term. From major infrastructure work like stormwater management downtown and road paving, to meaningful community projects like the upgrades at the Kentville pool and our support for KCA's school lunch program, we've been getting good things done in Kentville, together. Of course, there's always more to do, there always will be...but I truly believe we're moving in the right direction.

I'm incredibly proud of our Council, a thoughtful, dedicated group of people who genuinely care about this town, and of the amazing staff at the Town of Kentville who make so much happen behind the scenes. They don't get thanked enough, but they deserve every bit of appreciation.

I also want to thank my wife and children for their patience, understanding, and love especially when I'm trying to be everywhere at once.

And to everyone in Kentville and beyond who has supported me, thank you. It means more than you know.

My parents always taught me to be good to people. That lesson has guided me every single day in this role. The only person who never got to see this part of my journey is my dad, but I think about him with every decision I make, and every word I speak.

I've said before that I'd never want to be Mayor unless I could truly be proud of the work we're doing. A year in, I can honestly say I am.

Here's to year two — and to the people who make Kentville the special place it is.

Mayor Zebian

Title: Appointment of Deputy Mayor

Meeting Date: October 27, 2025

Department: Administration

RECOMMENDATION

That Council appoint Councillor _____ as Deputy Mayor for a one-year term beginning on November 1, 2025.

SUMMARY

Each year, Council appoints one of its members to be Deputy Mayor for a one-year term in October. Therefore, a decision related to this is required to be made at the October Council Meeting.

LEGISLATION

Section 16 of the *Municipal Government Act* states that

- (1) The council shall select one of its council members to be the deputy mayor of the council.
- (2) Prior to the selection of a deputy warden, the council shall determine the term of office of the deputy mayor.
- (3) The deputy mayor shall act in the absence or inability of the mayor or in the event of the office of mayor being vacant.
- (4) The council may prescribe, by policy, additional duties and responsibilities of the deputy mayor.
- (5) The deputy mayor has all the power and authority and shall perform all the duties of the mayor when the deputy mayor is notified that
 - (a) the mayor is absent or unable to fulfil the duties of mayor; or
 - (b) the office of mayor is vacant.

IMPORTANT DATES OR BENCHMARKS

If Council appoints a Deputy Mayor effective November 1, 2025, then that person shall take office from that day until October 31, 2026. Should no decision be made in October, then the current Deputy Mayor would retain that position until replaced by council motion at a later date.

BUDGET IMPLICATIONS

There are no financial implications with this decision as the cost of the position of Deputy Mayor is included in the budget regardless of who holds the position.

COMMUNICATION IMPLICATIONS

After a decision is made regarding the selection of a Deputy Mayor, staff will provide notice of this decision on our website and other social media feeds, as well as make arrangements for changes to any legal documents or banking requirements as necessary.

Respectfully submitted,

Chris McNeill
Chief Administrative Officer

Name	Cathy Maxwell		
Date:	Oct. 20/25	Date Submitted to CAO:	Oct 20/25

Request for Decision – Initial – to be completed by Council Member

I am submitting this request for decision to have Council consider placing cameras for security purposes in all our public places – Specifically: Parks and Recreation Facilities as well as Center Square.

Background: What? Who? How? When?	Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☒
	This summer we have experienced more vandalism in our parks, recreational facilities and Center Square than usual. The research indicates that vandalism declines when cameras are placed in these areas. I believe the cost of repairs will decrease if we place cameras in these areas. They would also help our police force with enforcement. Well worth the cost, in my opinion.				
Strategic Implication: with Dashboard	Current ☒		Short Term ☒	Long Term ☒	
Budget:	Yes ☒ No ☐		Policy: Probably will be needed	Yes ☒ No ☐	
Recommendation:	That Council ask the CAO to direct staff to look at the most cost effective way to include cameras in our public spaces.				
Links to support	https://www.lvt.com/blog/how-surveillance-cameras-are-transforming-public-park-security https://www.coram.ai/post/security-cameras-for-public-places				



Kentville
A BREATH OF FRESH AIR

Strategic Priorities Plan 2025-2029

“Investing in Kentville’s Future Today”

DRAFT



Table of Contents

Message from the Mayor.....	4
Introduction.....	5
Strategic Priority One: Investing in Infrastructure	6
Strategic Priority Two: Investing in People and Accountability	8
Strategic Priority Three: Investing in Growth and Development	10
Strategic Priority Four: Investing in Inclusion, Diversity, Equity, and Accessibility (IDEA)	12
Strategic Priority Five: Investing in Communication and Partnerships	14
Summary and Next Steps.....	16



Message from the Mayor

Kentville is on the verge of rapid growth in terms of housing, recreation, and commercial developments. These developments are happening all over Kentville and will continue to increase with the extension of water and sewer services to currently undeveloped parts of Town. We must plan now for these changes so that they become part of a "sustainable development" strategy/approach that considers the Town's long term and future needs related to stormwater, traffic, and infrastructure loads.

We cannot prepare for growth without first addressing our current facilities and infrastructure, and planning for the re-development or replacement of this ageing infrastructure. Change is sometimes hard, and almost always expensive, but the alternative is to stand still, become complacent, and fall further behind other communities and our neighbours in supporting Kentville as a great place to live, work, and play. We must invest in ourselves first and the time is now.

I am pleased to provide our residents with our 4-Year Strategic Priorities Plan as adopted by Council. It contains investments in infrastructure, growth and development, people, inclusion, diversity, equity, and accessibility, partnerships, accountability, and communications that every resident will benefit from either directly or indirectly. Each one is critical to the future of Kentville's growth for residents and future generations. Many of these areas are intertwined and require support from businesses, community groups, and the public working together.

It is a four-year plan so some initiatives will take place each year. Council will need to budget wisely in order to be able to accomplish so much within our available financial resources. This Council will prioritize being financially prudent, plan accordingly, and spread our work out over several years to be able to finance and put these great ideas into action in a fiscally responsible way.

Now is the time for Kentville to shine, and Council requires support and collaboration from our citizens and businesses to make this plan a success. We look forward to your initial and ongoing feedback as we hold ourselves accountable for its implementation.

Sincerely,

**Andrew Zebian
Mayor**

Introduction

If you subscribe to the adage that “the future is now”, then we have some catching up to do. We have heard loud and clear from residents that we need to have a plan, and act on it now! We need to make serious investments in our infrastructure, from roads and streets to stormwater management, and to our recreation infrastructure. We need to start taking a careful and thoughtful approach to asset management. In the past few years we have protected our tax rates, while reducing government operations in some areas and expanding in other areas without a clear vision for the future. This plan will provide a clear and focused approach to the execution of our strategic priorities over the next 5-10 years

With the release of this 4-Year Strategic Priorities Plan, we will move away from an ad hoc approach to managing and operating Kentville. This plan requires collaboration with citizens, neighbourhoods, businesses, and governments at all four levels. This plan requires thoughtful and prudent financial decision making over the long term, looking into the future and aligning our resources accordingly. We must care about and give compassion to ALL residents of Kentville. We must all be more aware of the full needs in our community and work towards a more supportive and inclusive community where all citizens have a fair chance to succeed on their own terms and be personally successful and happy. We must acknowledge our systemic problems and address them each day with a lens of inclusion, diversity, equity, and accessibility.

Our plan is about growing and developing Kentville for the future, now. It will require smart planning and development with community input, strong leadership from council and staff, a strategic focus with an achievable plan that is properly costed and financed, a commitment to a larger Kentville population, as well as a strategy to guide these changes through wise use of taxpayers' money.

The plan writing was easy. Implementing it will be hard. Despite the difficulties ahead with US / Canada relations, pressure from big box stores and retail giants, as well as on-line shopping portals, we know the hearts of Kentvillians remain local. We must think globally and act locally. We need to support our local businesses and entrepreneurs. Businesses need to support our residents with accessibility improvements and great marketing to showcase their products in-store and on-line.

Council is up for the challenge. Are you? Let's all be brave and start the future now.

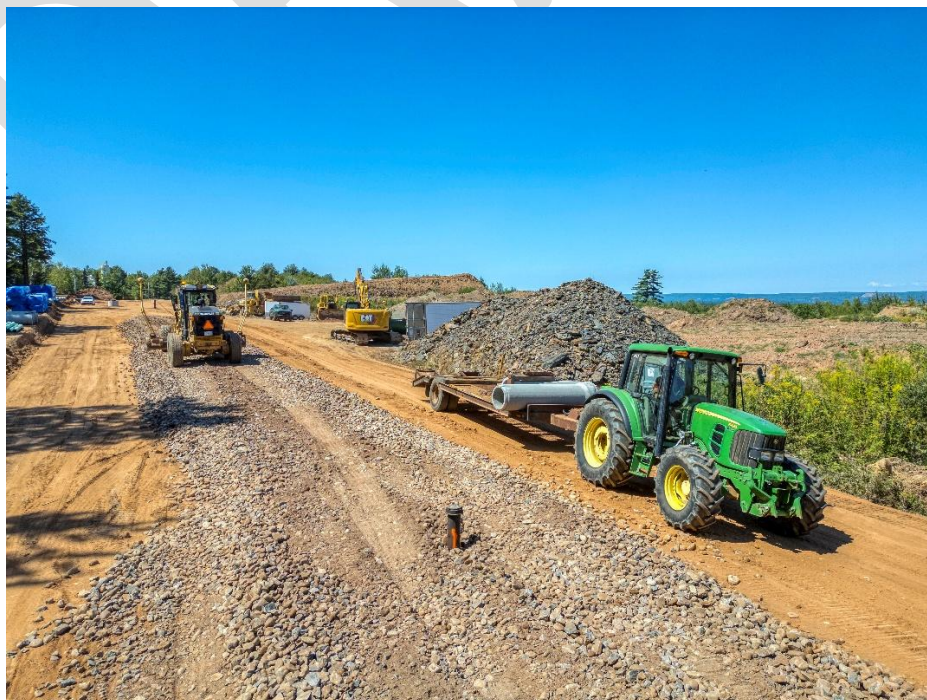


Strategic Priority One: Investing in Infrastructure

There has been no greater feedback from the public concerning what our future plan needs to reflect more than, “Kentville must have a plan to better maintain, upgrade, and fix its current infrastructure before it starts to take on more infrastructure projects and work”. We continue to hear this message each day and recognize that our infrastructure, like our arena and stormwater systems, have not kept pace with public expectations or good asset management planning with the required financial investments.

This strategic priority plan sets the stage for the initial 5-year plan of prioritizing our current infrastructure and making the required financial and human resource investments that are needed to lead with intention and follow through on our promises. This is just the beginning, and as we did not get into this situation over a 5-year period, we therefore will require much more time to address our current challenges and shortcomings. This initial 5-year plan will begin the process and prove our commitment to change, sustainability, strong fiscal planning, and accountability.

Our biggest cost driver and investment will be in infrastructure, focused on implementing many of the recommendations contained in our recent consultant report on stormwater, replacing our arena with a new modern facility, upgrading our buildings and properties to make them more accessible, efficient, and climate resilient, and being more strategic in our investments related to beautification, street paving, sidewalk work, and future water and sewer pipe extensions. The work has already begun so now we need a plan to continue our sustainable development.



Town of Kentville is committed to Investing in Infrastructure with the following strategies and plans:

1. We will develop a 10-year plan to upgrade, replace, remove where practical, and develop new culverts, drainage ditches, retention ponds, gabion rock and permanent walls, storm drains, and other fiscally responsible and safe approaches to mitigate future stormwater damage to properties throughout Kentville, especially the west end, with work starting immediately.
2. Kentville will work with its neighbouring municipalities to plan for, design, build, and oversee the operation of a new modern, fully accessible, Kings County Regional Recreation Facility which will include an aquatic facility and arena that will provide opportunities for people of all abilities, ages, and incomes to participate in recreation and social activities of their choosing.
3. As we work to improve our road networks for reliability and safety, we will develop a 20-year asphalt renewal program that will see all major routes and streets with completely new asphalt and a plan to continue this renewal in 20-year cycles thereafter, with full street width and length paving, as well as a new program for annual asphalt preservation to prolong the current life of more subdivision streets.
4. We will finalize and complete a full asset management plan for Town of Kentville reflecting current infrastructure asset conditions and life expectancies, along with a detailed, costed plan for upgrades or replacements in the future with impacts on the long-term sustainability, financial health and well-being of Kentville and its future growth and development potential.
5. Kentville is growing and so is the demand for public transportation. We will continue to invest strongly in public transportation with new more energy efficient busses, strengthen our investment in its drivers, employees and technology to improve reliability and timing, and work with our partner municipalities and other governments to enhance services while keeping public fees affordable.
6. Supporting our residents with environmental sustainability and leading through corporate responsibility is a must today and therefore Kentville will work with Valley Waste Resource Management to support increased residential and business diversion efforts with bi-weekly pickup of all items, including large and bulky items year-round beginning in 2026, to improve diversion rates and support more local re-cycling and re-use of materials to avoid permanent disposal.

Strategic Priority Two: Investing in People and Accountability

Communities do not grow and prosper and work does not get done effectively and efficiently without people and their knowledge and talents. Kentville has one of the most educated workforces in Nova Scotia and this extends to the Town as well. To ensure the future positive prosperity and development of Kentville, we must invest in our people and ensure that public reporting of our successes and challenges are included to ensure accountability.

We must invest in our staff, council, and our volunteers, and this must be an ongoing process. These investments must relate to technical training, code of conduct and ethical behaviours, rules of order, diversity and accessibility, our youth, and our volunteers like neighbourhood and community event organizers. We must be prepared to take the time to invest in ourselves for the betterment of our Town and community organizations.

While a vast majority of our meetings are held in public, there are many activities that take place outside of meetings or in closed sessions. Public reporting of Kentville operations must be prioritized to become more commonplace. This accountability reporting must come from many places and times which will evolve over time.

To assist with this, we will require more public involvement with Town committees and will regularly seek public feedback on programs, services, and infrastructure such as through our annual citizen survey. We need an engaged and interested public that is positive and progressive, and not simply complaints based. We need to hear from those that genuinely want to see positive, sustainable, and fiscally responsible local government year-round.



Town of Kentville is committed to Investing in People and Accountability with the following strategies and plans:

1. Kentville will develop a comprehensive strategy and plan for the future training of staff and council members in all areas of management, leadership, and governance including diversity and inclusion, cooperation and teamwork, research and report writing, communications, indigenous awareness and knowledge, accessibility, social and green procurement, as well as council / staff relations.
2. The great work of Kentville often takes place in the detailed meetings held each month with community members often as active participants on various committees. To support community members in these roles, including chairperson training to build capacity and confidence, we will plan for and offer biennial training for new committee members, and current members or chairpersons who wish refresher training.
3. Financial accountability is paramount to the public's trust in local government. To support this need strongly, Kentville will establish a more robust and enhanced Finance and Audit Committee to oversee more of the Town's financial operations and internal controls with increased public involvement.
4. We are committed to growing and developing our next cohort of community leaders and will establish and offer an annual Youth Council program which will provide educational training on local roles and responsibilities, a behind the scenes look at departments, opportunities for training, mentoring and volunteering, as well as provide opportunities for input into Council's annual budget priorities related to youth involvement in the Town.
5. Supporting residents with the ability to stay in their home longer and maintain a sense of pride and dignity is important. Council will continue to increase the income amount and tax rebate amount for low-income home owners to ensure more residents can stay in their own homes longer, and more affordably.
6. To be an effective Town, we must have relevant and up-to-date policies and bylaws to ensure our Town operations are operating well and our regulation of residents' activities are consistent with community values. A comprehensive review and re-write of our bylaws and policies will take place with a focus on repealing redundant policies and bylaws to reduce Kentville regulations of residents and businesses.
7. Receiving and following up on public complaints or concerns is important. To ensure proper tracking and follow-up, Kentville will promote and provide regular updates to Council and the public on the number, nature, and clearance rates of submissions to its E11 public feedback reporting system.

Strategic Priority Three: Investing in Growth and Development

The only thing that can be known for sure is that change is constant. When we sit still, we fall behind others that are growing and developing their people, their neighbourhoods, their infrastructure, and their communities. We must find ways to balance the growth of Kentville, while also protecting our current culture, heritage, local environments, and public infrastructure, like our parks and green spaces.

As Kentville grows and develops, it is critical that community planning take into account the need for community spaces like parks, road networks where pedestrians have safe places to walk alongside vehicular traffic, and where accessibility is constantly part of the regular discussion and not a future add-on or seen as a burden. Access for all must be a basic premise of future developments.

Another part of community development is the way future lands can and should be developed considering current and future community and resident needs. Therefore, it is critical that a new Municipal Planning Strategy and Land Use Bylaw be developed and reflect today's public expectations, while allowing for future sustainable development. Without growth, the population will be stagnant and total assessment values will increase at levels less than inflation, leading to an increase in taxes without upgraded or new infrastructure or services. We need a balanced approach to growth. However, much of the growth in Kentville is being driven by private developers and demands for more new housing for our community and residents. We can either embrace it wisely or see the growth go to other communities.



Town of Kentville is committed to Investing in Growth and Development with the following strategies and plans:

1. Kentville will begin the process of reviewing and updating its 2019 Municipal Planning Strategy and Land Use Bylaw to bring it up to date to current legislated Nova Scotia planning requirements, as well as update the plan for sustainable development including housing, water, sewer and stormwater requirements, subdivision standards, parking, signage, and opportunities for future expansion of commercial and industrial areas with more development as-of-right.
2. With initial provincial and federal government funding commitments, Kentville will develop the lands designed as the future Donald Hiltz Connector Road to connect it to the MacDougall Heights subdivision and eventually Prospect Avenue, with a goal of increasing our housing stock by 500 units by 2035.
3. To support development in all parts of Kentville, Council is committed to extending water, sewer, and stormwater infrastructure to parts of Kentville where private developers are committed to investing in new housing immediately, with the Town being open to cost-sharing in infrastructure costs for designated affordable housing projects.
4. With a goal of increasing housing and commercial efforts, beginning in 2026, Kentville will refund the building permit application fees for any new housing permit or commercial building applications where the housing unit or units, or new commercial space, are completed within one year of the permit being taken out, subject to an application by the permit applicant for the refund.
5. Ask anyone in Nova Scotia what Kentville is known for and inevitably, the vast majority of people will say the quality and quantity of its recreation facilities. We must ensure that we keep up with the maintenance and upgrades to our parks, trails, playgrounds, and facilities to ensure they continue to meet community needs and expectations. To plan for this, we will invest in consulting on and creating a 10-year Recreation Master Plan.
6. Community enhancements are an important part of Kentville's development and pride of place, and therefore Council will support a free Town-wide tree planting program to support more greening of yards, parks, and business areas to support climate change, reduction in erosion, and more pleasing neighbourhoods through the planting of various native species.
7. The heart of community is in its people and much of that is done through the efforts of volunteers and community groups. We will support the work of current groups like the Oakdene Park Community Garden Group and others to continue to grow and develop positive neighbourhoods, community festivals and events, while strengthening social connections and supporting safety and sustainability.

Strategic Priority Four: Investing in Inclusion, Diversity, Equity, and Accessibility (IDEA)

Inclusion, diversity, equity and accessibility (IDEA) are terms used by many despite not having a great knowledge of what they mean and how actions to implement these ideas can change the lives of many people in our community without any extra efforts on the Town's or residents' parts. We all must do more to learn, to educate ourselves, and be better neighbours, governments, and businesses; individually and together. We must lead by example. And lead by example we will.

Council is committed to beginning the process of developing a plan for the conversion or updating of its facilities to make them more accessible. We recognize that we cannot make every part of every building, park, or green space fully accessible, but we can work towards much better access for all. This work will be guided by the first voices of community members on our new IDEA Committee.

IDEA will require not only investments by the Town, but also investments by other governments, businesses, non-for-profit societies, and individuals. To support these changes, Kentville will develop and offer a business rebate program to support businesses implementing accessibility measures to support more access to their business as a priority.

And to support more IDEA voices in Kentville's decision making, we will establish a first voices citizen advisory committee to share ideas and hopes for a better future so that everyone can live their best life.



Town of Kentville is committed to Investing in Inclusion, Diversity, Equity, and Accessibility (IDEA) with the following strategies and plans:

1. To lead by example, Kentville will re-design Town Hall so that it is physically accessible for all Council meetings by the public by moving the council chamber to the first floor if possible and renovating the building so everyone can enter safely and access services, including an accessible washroom.
2. In order to support local businesses becoming inclusive and accessible, Kentville will establish a grant program for businesses to allow them to apply for municipal funding to make their business more physically and visually accessible, as well as opportunities to create more welcoming and diverse meeting spaces.
3. Kentville takes great pride in being a provincial leader in recreational parks, trails, and fields throughout the Town. Many of these spaces, however, are only partially accessible or not accessible at all. Kentville will develop a go-forward plan to ensure all future buildings and public spaces are accessible as greatly as possible and will begin work to develop plans to begin upgrading current facilities and active transportation routes to make them more accessible for all members of the public to use to the greatest extent reasonably possible.
4. There are currently many committees of council that provide advice on various Kentville issues from finance to water protection, and accessibility. It is critical that committees that are meant to represent and support those marginalized or at risk in our communities are able to meet together and make independent recommendations to Council and staff, in a safe and supportive environment. For that reason, Council is committed to ensuring that its IDEA committee is comprised only of people with lived experiences or are direct family or support workers for those that are.
5. The relationship between law enforcement and at-risk communities is often tenuous and fragile. More work needs to be done to support a more positive and healthy sharing of ideas, community meetings, focus groups, and one-to-one face to face meetings with members of our African Nova Scotian, Mi'kmaq and other marginalized communities. Council will work with Kentville Police Service's Board of Police Commissioners to listen to and work together for positive solutions, so each person feels safe and supported in their own neighbourhood.
6. Community development requires Kentville to support all needs in our community from public safety, to health, employment, social programs, accessibility, and social opportunities. To improve community relationships with people disengaged because of social status, lacking employment, in need of housing, or access to needed programs, we will facilitate the creation of a Mayor's Roundtable on Social Development to listen for ways to support those most in need and develop Action Plans to put these words and ideas into action.

Strategic Priority Five: Investing in Communication and Partnerships

Communications and working together as a community (partnerships) are two of the most basic fundamental things we can support as a Town. Communications can take many forms from websites, social media, mass mailing lists, newspapers, radio, newsletters, posters, public meetings, and the list goes on. Despite the many opportunities for communicating with the public, Council must find the best way to do so effectively for each issue that arises and requires consultation or communication. It is not possible to consult on most issues, as it would slow down already cumbersome government decision making processes. It is therefore important that citizens follow Kentville's website, meetings, and notices, or stay in regular communications with the mayor or councillors if they have a special interest in a topic.

The second part of this priority is partnerships. Local governments are very good at some things, and community groups and citizens are much better at other items. We must all work together to make the best use of our collective strengths. Council is committed to finalizing a new long-term funding and operating agreement with Kentville Fire and supporting efforts by Kentville's Board of Police Commissioners to engage with and support residents' needs to feel safer in their own neighbourhoods and downtown. Additionally, we must continue to work cooperatively with our adjacent towns and municipalities, as well as the other three levels of government to advance projects that will benefit Kentville like stormwater improvements and a new Arena.

Not only must we be effective at communications and partnerships, we are committed to being better at making our citizens aware of our work, successes, and challenges on a regular basis.



Town of Kentville is committed to Investing in Communication and Partnerships with the following strategies and plans:

1. Kentville will develop its first ever comprehensive Communications Strategy to improve communications with staff, general public, businesses, and community groups. This will involve working with the community to develop the best and most effective means of communicating including methods, timing, and evaluation to ensure it is working as hoped.
2. The value we place on our emergency first responders cannot be underestimated, and developing strong, clear, and open relationships with these agencies and departments is critical to the health and safety of our neighbourhoods and downtown. To that end, Kentville will finalize a new long-term funding and operational agreement with Kentville Fire Department that supports and prioritizes volunteer recruitment and retention, public safety, and efficient use of taxpayers funding for a sustainable fire service.
3. A large part of public safety involves Kentville Police Service having the ability to support positive public relations and community awareness. To increase public awareness and education of the roles and responsibilities of community policing, and how the community can contribute to a safe Kentville, Council will support the Board of Police Commissioners in the hosting of public regional police meetings and focus groups each year on critical issues such as hate crimes.
4. Climate change mitigation and adaption requires the work of many partners and agencies with a focused approach. We will work with our community, federal, provincial, and indigenous governments to lead our community in becoming more resilient and prepared, such as work on controlling the Hemlock Woolly-Adelgid insect from Kentville to protect against increased flooding.
5. Our downtown business core and industrial park businesses are the driving forces for local employment and require our support. We will develop and implement a Kentville business marketing campaign and new façade program, including employee advertising campaigns to bring attention to our many employment opportunities and retail businesses offerings so residents can shop more locally.
6. Much of our communications with the public now is through our on-line presence. We are committed to improving these communications channels with a new website, as well as more consistent messaging for emergency measures, infrastructure projects, and ongoing council initiatives and priorities.
7. We will create and produce an annual report of all town operations to summarize our successes and challenges during the year along with our planned work and activities for the upcoming year to increase communication and promote greater accountability for the use of taxpayers' money.

Summary and Next Steps

Planning is hard and being accountable for the results is even harder when much of the success is outside the scope of the Town of Kentville specifically. But we must lead with enthusiasm and hope, and not be scared of the hard work ahead or the challenges we will face. The only way to avoid criticism is to do nothing, and to do nothing is to fall behind. We must be bold and act bravely, now.

Change requires council support, citizen support, business support, as well as support from community groups and other governments. Change is easier when we are prepared and this plan sets out the arduous work ahead for council and staff to become more prepared. Some initiatives will cost millions of dollars, while others will cost very little other than a great investment of time and commitment. All are equally important and need to work harmoniously together and not in silos competing against each other.

To support this ambitious plan is the requirement for reporting to keep us on track and accountable. Council will publicly report annually on its progress with these strategic priorities and more often during each year for specific projects. This will keep us focused, but also allow an opportunity to make small or big changes as our community needs change and opportunities arise. We must be nimble and efficient.

There may be skepticism that this will simply be another report or plan with great platitudes without any push for implementation or the fortitude to move forward. Council is committed to making sure that is not the case and that positive changes noted in the plan are prioritized and evaluated. We know that the plan cannot all be accomplished immediately, and that is why it is a 4-year plan. Some strategies will happen in year 1 while others will not occur until later years. We ask for your patience as we work through the priorities based on timing, staff capacity, and financial resources.

Kentville is poised for positive change and significant growth if we embrace and plan for it wisely. Our children and grandchildren deserve the opportunity to be successful and live in a great community to live, work, recreate, and raise a family. Now is the time to act and make them proud.

Let's all take a deep breath of fresh air and get on with the important work ahead, together.



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A BREATH OF FRESH AIR