



TOWN OF KENTVILLE COUNCIL MEETING

Meeting Minutes: July 28, 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 6:00 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 Deputy Clerk Jennifer West.

REGRETS

The chair gave a land acknowledgement.

DECLARATIONS OF CONFLICT OF INTEREST

None.

2. APPROVAL OF THE AGENDA

Change: move 7.b and 7.c to 4.a and 4.b

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

That the agenda of July 28, 2025 be approved.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

Council Meeting Minutes, July 28, 2025

Approved September 29, 2025

Page 1

3. APPROVAL OF THE MINUTES

(a) Council meeting held on June 30, 2025

It was moved that the minutes of the Council meeting on June 30, 2025 be approved.

MOTION CARRIED

4. SPECIAL PRESENTATION

Audit Committee Chair Andrew Zebian gave a presentation on the draft audited financial statement for 2024-2025. Director Wanda Matthews provided highlights to the statement of operations and financial position for the Town and the Kentville Water Commission.

(a) Audit Committee Recommendations

Audit Committee Chair Andrew Zebian reviewed the recommendations of the audit committee and the auditor.

Report available for more information.

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

That Council adopt the 2024-2025 consolidated financial statements including the non-consolidated Water Commission statement for 2024-2025.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

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

**That Council appoint the following citizen voting members to sit on the 2025-2026 Audit Committee for a two-year term
Mr. Mike MacLean and Mr. David Ritcey**

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) Appointment of the Auditor

Audit Committee Chair Andrew Zebian reviewed the recommendations of the audit committee for appointment of an auditor for 2025-2026.

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

That Council appoint the firm of Kent and Duffett chartered professional accountants to provide audit services for the year 2025-2026.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

5. RECOMMENDATIONS AND REPORTS

(a) Council Advisory Committee

(1) Land Use Bylaw Amendments – General Commercial (C1) Zone

At the July 14, 2025 meeting of Council Advisory Committee, Director Darren Shupe reviewed the process for amending language in the land use bylaw around parking spaces in the downtown core, and the purpose and opportunity for this amendment.

Report available for more information.

It was moved by Councillor Cate Savage and Councillor John Andrew

That Council give First 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

(2) Rezoning Application – 157 Main Street

At the July 14, 2025 meeting of Council Advisory Committee, Director Darren Shupe reviewed the process for amending the zoning of a property in the land use bylaw, and the purpose and opportunity for this amendment.

Report available for more information.

It was moved by Councillor Cate Savage and Councillor Cathy Maxwell

That Council give First Reading to the Land Use Bylaw amendments regarding the Rezoning Application for 157 Main Street (PID 55467070).

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(3) Kentville Business Park Taxation Rate

At the July 14, 2025 meeting of Council Advisory Committee, Mayor Andrew Zebian reviewed the development of the Kentville Business Park and the lower tax rate for these properties, and the proposal to bring rates in line with other commercial properties.

Report available for more information.

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

That Council authorize the Mayor to submit a request to MLA John Lohr to have provincial legislation introduced that would see the 1983 Act Relating to Taxation of Industrial and Commercial Properties in the Annapolis Valley Regional Industrial Park, being Chapter 76 of the Acts of 1983 repealed.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(4) Repeal of Policy Statement G75 and G76 (Covid-19 Policies)

At the July 14, 2025 meeting of Council Advisory Committee, Mayor Andrew Zebian described the need for these policies around the pandemic of 2020, and that these policies are now obsolete.

It was moved by Councillor Cate Savage and Councillor Cathy Maxwell

That Council repeal Policy Statement G74 – “COVID-19 Workplace Safety” and Policy Statement G76 – “ COVID-19 Safety Policy for Council”.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) Councillors' and Mayor's Reports

Reports were received and are part of the meeting record.

(1) Councillor John Andrew

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.

(c) Mayor Andrew Zebian

Report submitted.

Report available for more information.

6. BUSINESS ARISING FROM THE MINUTES

(a) Telecommunication Tower Proposal for 314 Main Street

Mayor Andrew Zebian reviewed the process of the Federal Government selecting a site and conducting public engagement for a telecommunication tower in the Town of Kentville.

Report available for more information

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

That Council issue a Statement of Non-Concurrence regarding the proposed telecommunications tower at 314 Main Street (PID 55527691), based on the following:

- **The proposed location tower is closer than three times the tower height from a property line which conflicts with Policy GD-16(b) of the Municipal Planning Strategy.**
- **The proposed location is within the General Commercial (C1) zone where towers are strongly discouraged under Section 4.1.29 of the Land Use Bylaw.**

MOTION CARRIED

Councillors who voted in favour of this motion:

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

7. NEW BUSINESS

(a) Construction Update for the GRID and paving projects

Director Dave Bell gave an outline for the upcoming changes on Main Street relating to infrastructure renewal, sidewalks, pavement, and temporary clock removal, beginning July 29.

Report available for more information

It was moved by Councillor Cathy Maxwell and Councillor Rob Baker

That Council direct the CAO to negotiate a monthly lease with Dexter Construction Company Ltd for the use of the Town owned vacant land at 374-376 Main Street to be used as construction "lay down" area for the storage construction materials in 2025 and return it to as good or better condition at the end of the construction project.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

(b) Moved to beginning of agenda

(c) Moved to beginning of agenda

8. CORRESPONDENCE

(a) None

9. PUBLIC COMMENTS

(a) None

10. IN CAMERA

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

That Council move into a closed session at 6:50 p.m. to discuss matters relating to contract negotiations and code of conduct.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

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

That Council move back into open session at 8:07 p.m.

MOTION CARRIED

Councillors who voted in favour of this motion:

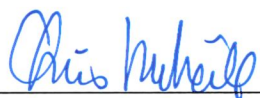
Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian

11. ADJOURNMENT

It was moved

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

MOTION CARRIED



Approved by CAO Chris McNeill