



## **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*

**(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.

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*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.*

**(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.

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- 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*

**(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*

**(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.*

**(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.



*Report available for more information*

It was moved by Councill 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 of 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.**

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## **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

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**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

**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.

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**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:*

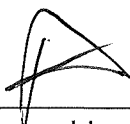
*Andrew, Baker, Crowell, Hamilton, Maxwell, Savage and Zebian*

**(11) ADJOURNMENT**

It was moved

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

**MOTION CARRIED**



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Approved by Mayor Andrew Zebian

