



MUNICIPALITY *of the*
COUNTY *of* KINGS
COMMITTEE OF THE WHOLE

Tuesday, July 16, 2024

9:00 a.m.

AGENDA

Video Recording Times Noted in Red
Video is available [here](#).

1. Roll Call **08:29**
2. Approval of Agenda **12:21** Page 1
3. Disclosure of Conflict of Interest Issues **None**
4. Approval of Minutes Page 2
 - a. June 18, 2024 **13:42**
5. Business Arising from Minutes **None** Page 2
 - a. June 18, 2024
6. Presentation Page 8
 - a. Valley Regional Enterprise Network - Update on Key Activities **16:59**
7. Administration Page 9
 - a. Proclamation Requests for August through to October 2024 **36:04** Page 9
 - b. Policy ADMIN-01-23: Council Conference Attendance and Professional Development (notice) **44:08** Page 17
 - c. By-law 111: Police Advisory Board (first reading) **49:23** Page 24
 - d. Policy ADMIN-01-024: Asset Naming (notice) **53:44** Page 33
 - e. By-law 113: Deed Transfer Tax (first reading) **1:04:00** Page 40
8. Engineering & Public Works Page 47
 - a. Award of Contract # 24-13: Lift Station Upgrades **1:20:55** Page 47
 - b. By-law 112: Property Assessed Clean Energy Program (first reading) **1:45:13** Page 49
9. Board, Committee and Conference Reports **2:08:44**
 - a. Atlantic Mayors' Congress Page 55
 - b. International Network of Michelin Cities Page 56
 - c. Regional Emergency Management Advisory Committee Page 62
 - d. Committees of Council Page 67
 - e. External Boards and Committees Page 68
10. Other Business **2:11:50**
11. Comments from the Public **2:15:33**
12. Adjournment **2:24:01**

**THE MUNICIPALITY OF THE COUNTY OF KINGS
COMMITTEE OF THE WHOLE
Tuesday, June 18, 2024
DRAFT MINUTES**

Meeting Date and Time

A meeting of the Committee of the Whole was held on Tuesday, June 18, 2024, at 9:00 a.m. in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

1. Attendance

All Members of Council were in attendance, with the exception of Councillor Burgess with notice.

Deputy Mayor Lutz chaired the meeting.

Roll Call

Results for Roll Call

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

Also in attendance were:

- Scott Conrod, Chief Administrative Officer
- Rob Frost, Deputy Chief Administrative Officer
- Greg Barr, Director, Finance & IT
- Brad Carrigan, Director, Engineering & Public Works
- Trish Javorek, Director, Planning & Inspections
- Scott MacKay, Manager, Revenue
- Dan Hagan, Strategic Projects Specialist
- Annie McGowan, Recreation Intern
- Kristy Taylor, Procurement Officer
- Janny Postema, Municipal Clerk
- Chris Ritchie, Recording Secretary
- Haley Hutt, Recording Secretary

2. [Approval of Agenda](#)

The Committee agreed to the request from Deputy Mayor Lutz to add a correspondence item to the agenda.

On motion of Councillor Granger and Councillor Killam, that Committee of the Whole approve the June 18, 2024 agenda as amended.

Motion Carried.

COTW-2024-06-18-059

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For

District 2	Lexie Burgess	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

3. **Disclosure of Conflict of Interest Issues**

No Conflict of Interest issues were declared.

4. **Approval of Minutes**

4a. [May 21, 2024](#)

On motion of Councillor Allen and Councillor Harding, that the minutes of the Committee of the Whole meeting held on May 21, 2024 be approved as circulated.

Motion Carried.

COTW-2024-06-18-060

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

5. **Business Arising from Minutes**

5a. [May 21, 2024](#)

There was no business arising from the May 21, 2024 minutes.

6. **Presentation**

6a. [Annapolis Valley Regional Library Update 2023-2024](#)

Julia Merritt, CEO of the Annapolis Valley Regional Library, provided a [presentation](#).

6b. [Update on Devour! Studios & Devour! The Food Film Fest](#)

Lia Rinaldo, Managing Director of Devour!, and Michael Howell, Executive Director, provided a [presentation](#).

On motion of Councillor Armstrong and Councillor Hirtle, that Committee of the Whole receive for information the presentations from Devour! and the Annapolis Valley Regional Library as provided on June 18, 2024.

Motion Carried.

COTW-2024-06-18-061

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

7. Administration

7a. [Recreation in our Communities Summer 2024](#)

Annie McGowan, Recreation Intern, presented the Briefing as attached to the June 18, 2024 Committee of the Whole agenda and provided a [presentation](#).

On motion of Councillor Killam and Councillor Davison, that Committee of the Whole receive as information the Briefing 'Recreation in Our Communities: An update on summer recreation programming in the Municipality of the County of Kings' dated June 18, 2024.

Motion Carried.

COTW-2024-06-18-062

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

8. Engineering & Public Works

8a. [Contract Extension Award #23-24: 2023-2024 Sludge Disposal Services](#)

Kristy Taylor, Procurement Officer, presented the Request for Decision as attached to the June 18, 2024 Committee of the Whole agenda and provided a [presentation](#).

On motion of Councillor Granger and Councillor Hirtle, that Committee of the Whole recommend Municipal Council award a one-year extension to Contract #23-24: Sludge Disposal Services to Loomer's Pumping Services Limited (April 1, 2023 – March 31, 2024) with a contract value of \$156,413.10 (including non-recoverable HST).

Motion Carried.

COTW-2024-06-18-063

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

8b. [Contract Award #24-07: Municipal EV Charging Stations](#)

Dan Hagan, Strategic Projects Specialist, and Kristy Taylor, Procurement Officer, presented the Request for Decision as attached to the June 18, 2024 Committee of the Whole agenda and provided a [presentation](#).

On motion of Mayor Muttart and Councillor Killam, that Committee of the Whole recommend Municipal Council award Contract #24-07: Municipal Charging Stations to Roscoe Construction Limited for a total of \$693,682.31 (including non-recoverable HST).

Motion Carried.

COTW-2024-06-18-064

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

9. **Financial Services**

9a. [Amendments to By-law 93: Private Road Maintenance & Improvement Charge](#)

Scott MacKay, Manager of Revenue, presented the Request for Decision as attached to the June 18, 2024 Committee of the Whole agenda and provided a [presentation](#).

On motion of Councillor Armstrong and Councillor Harding, that Committee of the Whole recommended Municipal Council give First Reading to amendments to the Private Road Maintenance and Improvement Charge By-law, By-law 93, as attached to the June 18, 2024 Committee of the Whole agenda.

Motion Carried.

COTW-2024-06-18-065

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For

District 1	June Granger	For
District 2	Lexie Burgess	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

10. **Board and Committee Reports**

- 10a. [Committees of Council](#) For information.
- 10b. [External Boards and Committees](#) For information.

11. **Correspondence**

Deput Mayor Lutz presented the correspondence as attached to the June 18, 2024 Committee of the Whole agenda.

On motion of Mayor Muttart and Councillor Granger, that Committee of the Whole receive the correspondence as attached to the June 18, 2024 agenda for information.

Motion Carried.

COTW-2024-06-18-066

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

- 11a. [Property Owners re: potential development in Woodville](#) For information
- 11b. [Michelle Dingwall re: Woodville Community Petition](#) For information

12. **Other Business**

There was no other business to come before Committee of the Whole.

13. **Comments from the Public**

Jack Enserink provided comments on the correspondence attached to the agenda.

14. **Adjournment**

On motion of Councillor Allen and Councillor Davison, there being no further business, the meeting adjourned at 10:30 a.m.

Motion Carried.

COTW-2024-06-18-067

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	June Granger	For
District 2	Lexie Burgess	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

Approved by:

 Emily Lutz
 Deputy Mayor

 Haley Hutt
 Administrative Assistant/Recording Secretary

Results Legend	
-	Absent
COI	Conflict of interest
For	A vote in favour
Against	A vote in the negative or any Councillor who fails or refuses to vote and who is required to vote by the preceding subsection, shall be deemed as voting in the negative.

Presentation to Committee of the Whole

Subject: Valley Regional Enterprise Network – Update on Key Activities

Organization: Valley Regional Enterprise Network (Valley REN)

Name of Presenter(s): Emily Boucher, CEO

Date: July 16, 2024

Organization:

(Who) Summary of the organization you will represent:

The Valley Regional Enterprise Network (Valley REN) is the only publicly funded organization dedicated to supporting local economic development in the Annapolis Valley region. We are one of seven regional enterprise networks throughout Nova Scotia that lead a collaborative approach to economic development and supporting business growth outside of Halifax.

Discussion:

(What) Brief summary of the topic you wish to discuss:

As the new CEO for Valley REN, I'd like to provide an update on key REN activities and progress made on our larger scale projects, including our Guru Site Selector Tool, our regional Tourism Strategy, Immigration and Settlement Navigation services impact, and Ag-Tech sector development.

Request:

(Why) Please indicate the purpose of the presentation - is your organization requesting a commitment? (funding, letter of support, etc.) Or providing the presentation for information?

The aim of the presentation request is to provide members of Council with an update on Valley REN key activities as the Municipality is one of our major funding partners.

TO	Committee of the Whole
PREPARED BY	Graysen Parker, Diversity Specialist
MEETING DATE	July 16, 2024
SUBJECT	Proclamation Requests for August through to October 2024

ORIGIN

- [Strategy for Belonging](#)
- [Proclamations Policy COMM-02-003](#)

RECOMMENDATIONS

That Committee of the Whole recommend Municipal Council proclaim August 1, 2024 as Emancipation Day across the Municipality of the County of Kings.

That Committee of the Whole recommend Municipal Council proclaim August 15, 2024 as National Acadian Day across the Municipality of the County of Kings.

That Committee of the Whole recommend Municipal Council proclaim September 30, 2024 as National Day for Truth and Reconciliation Day across the Municipality of the County of Kings.

That Committee of the Whole recommend Municipal Council proclaim October 1, 2024 as Treaty Day across the Municipality of the County of Kings.

That Committee of the Whole recommend Municipal Council proclaim October 2024 as Mi'kmaw History Month across the Municipality of the County of Kings.

INTENT

To present the proclamations requests to Council for adoption.

DISCUSSION

Emancipation was first celebrated on August 1st of 1834, celebrating the Slavery Abolition Act of 1833 and became officially recognized across Canada in 2021. Celebrations for Emancipation Day include church services, picnics, parades, shared meals, entertainment, etc. offering opportunities for social connections and to foster pride in African ancestry.

While Canada is often thought of as a place of refuge for enslaved people, the country has its own long history of slavery. In fact, Loyalist slaveholders petitioned the Assembly to uphold their rights to own slaves upon their arrival to Nova Scotia because "...at that period, throughout all of His Majesty's Colonies (without any exceptions) a property in Negroes was maintained and acknowledge if not encouraged" and if slavery were to be abolished, they believed they should be given "equitable compensation".

Emancipation Day events take place in remembrance of ancestors who were enslaved for more than 250 years. The day highlights the perseverance of African Canadians and the fight for racial equality. Following the abolition of slavery, the unfair treatment of people of African descent continues to this day through laws and social practices.

National Acadian Day has been celebrated since August 15th, 1881, when the first National Convention of the Acadians was held in New Brunswick. During this convention, the decision was made for National Acadian Day to be distinct from other French-Canadian celebrations. National Acadian Day festivities may include music, dancing, parades and more.

The World Acadian Congress (Congrès Mondial Acadien) typically takes place during the days surrounding National Acadian Day. This year, the World Acadian Congress will take place in the Southwest Region of Nova Scotia bringing Acadian’s from across Nova Scotia, New Brunswick, Louisiana and beyond.

The National Day for Truth and Reconciliation, sometimes referred to as Orange Shirt Day, is celebrated each year on September 30th. The day serves as an opportunity to honour the survivors of residential schools, their families, their communities and the children that never returned home while building public awareness. Orange Shirt Day was first celebrated in 2013, but the federal holiday for the National Day for Truth and Reconciliation was first celebrated in 2021. Using an orange shirt as a symbol was inspired from residential school survivor, Phyllis Jack Webstad, whose personal clothing (including an orange shirt) was taken from her as she arrived at residential school.

Treaty Day is celebrated across Nova Scotia annually on October 1st, marking the beginning of Mi’kmaw History Month. This was first proclaimed across Nova Scotia in 1986 by Grand Chief Donald Marshall Senior and in recognition of the Treaties signed between the Crown and the Mi’kmaw people between the 18th and 20th centuries. Mi’kmaw History Month was first celebrated in 1993 when it was declared by the Premier of Nova Scotia, John Savage, and Mi’kmaq Grand Chief at the time, Ben Sylliboy.

The purpose of Treaty Day and Mi’kmaw History Month is to promote public awareness about Mi’kmaw culture and heritage, while highlighting the historic relationship between the federal government and Indigenous peoples. Each year for Mi’kmaw History Month, a poster is created focusing on the year’s theme. This year’s theme is “food and its significance in Mi’kmaw culture”.

Through the Strategy for Belonging, the Municipality is committed to relationship building with community, promoting the diversity of the region, and supporting communities to tell their stories. Approval of the attached proclamations is step toward the Municipality’s vision of being “a community of communities where all people belong”.

FINANCIAL IMPLICATIONS

- There are no financial implications for this decision.

STRATEGIC PLAN ALIGNMENT

✓	Strong Communities	Aligned with the Strategy for Belonging
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	

ALTERNATIVES

- Committee of the Whole may choose not to adopt any or all proclamations.

IMPLEMENTATION

- Publish proclamations to the Municipality's website and/or social media platforms.

ENGAGEMENT

- Social media awareness building for all approved proclamations.

APPENDICES

- Appendix A: Emancipation Day Proclamation
- Appendix B: National Acadian Day Proclamation
- Appendix C: National Day for Truth and Reconciliation Proclamation
- Appendix D: Treaty Day Proclamation
- Appendix E: Mi'kmaw History Month Proclamation

APPROVALS

Brittany Traynor, Manager, Community Development	July 5, 2024
Rob Frost, Deputy Chief Administrative Officer	July 5, 2024
Scott Conrod, Chief Administrative Officer	July 9, 2024

APPENDIX A: Emancipation Day Proclamation

WHEREAS, Emancipation Day has been celebrated across Canada since August 1, 2021, serving as an opportunity to acknowledge and reflect on the often-overlooked history of slavery in this country and the impact it continues to have on lives, families and communities; and

WHEREAS, through the Strategy for Belonging, the Municipality is committed to working to eliminate anti-Black racism and the on-going discrimination and prejudice that continues to exist in our Municipality as we work toward our vision of being “a community of communities where all people belong”; and

WHEREAS, the Municipality of the County of Kings is home to Pine Woods and Gibson Woods, two historic African Nova Scotian communities;

THEREFORE, BE IT RESOLVED that I, Mayor Peter Muttart, on behalf of Municipal Council, do hereby proclaim August 1, 2024 as Emancipation Day across the Municipality of the County of Kings. I encourage citizens to learn and reflect on the history of emancipation and celebrate the courage and resilience of African Nova Scotians and Black Canadians.

Mayor Peter Muttart

APPENDIX B: National Acadian Day Proclamation

WHEREAS, National Acadian Day has been celebrated since August 15, 1881, following the first National Convention of the Acadians; and

WHEREAS, National Acadian Day is a time to celebrate contributions from the Acadian community, including the extensive dyke systems responsible for transforming marchlands that were below sea level into fertile farmland; and

WHEREAS, the distinct Acadian identity differs from other French-Canadians and is defined by their language, culture, heritage, and customs and should be highlighted; and

WHEREAS, through the Strategy for Belonging, the Municipality is committed to promote equity, diversity and inclusion through the vision of being “a community of communities where all people belong”;

THEREFORE, BE IT RESOLVED that I, Mayor Peter Muttart, on behalf of Municipal Council, do hereby proclaim August 15, 2024 as National Acadian Day across the Municipality of the County of Kings.

Mayor Peter Muttart

APPENDIX C: National Day for Truth and Reconciliation

WHEREAS, Indigenous people have always been and will always be the caretakers of this Land; and

WHEREAS, September 30th was designated the annual National Day for Truth and Reconciliation by the Government of Canada in 2021, but was celebrated as Orange Shirt Day since 2013; and

WHEREAS, the National Day for Truth and Reconciliation is in response to the Truth and Reconciliation Commission's Call to Action #80; and

WHEREAS, the intent of the National Day for Truth and Reconciliation is to commemorate and honour the survivors of residential schools, their families, their communities, and the children that never returned home while building public awareness; and

WHEREAS, through the Reconciliation and Mi'kmaq Treaty Rights lens in the Strategy for Belonging, the Municipality is committed to using the Truth and Reconciliation Commission's 94 Call to Action as guidance for action;

THEREFORE, BE IT RESOLVED that I, Mayor Peter Muttart, on behalf of Municipal Council, do hereby proclaim September 30, 2024 to be the National Day for Truth and Reconciliation across the Municipality of the County of Kings. We encourage citizens to take time and learn the truths about our past as we commit to working toward reconciliation.

Mayor Peter Muttart

APPENDIX D: Treaty Day Proclamation

WHEREAS, Treaty Day was first proclaimed in 1986 by Grand Chief Donald Marshall Senior;
and

WHEREAS, Treaty Day is observed on the first day of Mi'kmaw History Month; and

WHEREAS, we benefit from the treaties the Mi'kmaw peoples have signed with the British
Crown; and

WHEREAS, these treaties did not deal with surrender of lands and resources and in fact
recognized rules for an on-going relationship between nations; and

WHEREAS, Treaty Day is an opportunity promote public awareness about Mi'kmaw culture
and heritage, while highlighting the historic relationship between the federal government and
Indigenous peoples; and

WHEREAS, the Municipality of the County of Kings is home to Annapolis Valley First Nation
and Glooscap First Nation as well as a diverse urban and rural Indigenous population;

THEREFORE, BE IT RESOLVED that I, Mayor Peter Muttart, on behalf of Municipal Council,
do hereby proclaim October 1, 2024 as Treaty Day across the Municipality of the County of
Kings.

Mayor Peter Muttart

APPENDIX E: Mi'kmaw History Month

WHEREAS, Mi'kmaw History Month was first celebrated in 1993 when it was declared by the Premier of Nova Scotia, John Savage, and Mi'kmaq Grand Chief at the time, Ben Sylliboy; and

WHEREAS, the theme for Mi'kmaw History Month 2024 is: "food and its significance in Mi'kmaw culture"; and

WHEREAS, Mi'kmaw History Month is an opportunity promote public awareness about Mi'kmaw culture and heritage, while highlighting the historic relationship between the federal government and Indigenous peoples; and

WHEREAS, the Municipality of the County of Kings is home to Annapolis Valley First Nation and Glooscap First Nation as well as a diverse urban and rural Indigenous population;

THEREFORE, BE IT RESOLVED that I, Mayor Peter Muttart, on behalf of Municipal Council, do hereby proclaim October 2024 as Mi'kmaw History Month across the Municipality of the County of Kings.

Mayor Peter Muttart

TO	Committee of the Whole
PREPARED BY	Karen Ward, Policy Analyst
MEETING DATE	July 16, 2024
SUBJECT	New Policy ADMIN-01-023: Council Conference Attendance and Professional Development

ORIGIN

- First introduction to Committee
- April 1, 2014, Policy Statement on Federation of Canadian Municipalities (FCM) Conference Attendance (Appendix A)

RECOMMENDATION

That Committee of the Whole recommend Municipal Council provide seven days’ notice, per s.48(1) *Municipal Government Act*, to adopt Policy ADMIN-01-023: Council Conference Attendance and Professional Development as detailed in the July 16, 2024, Request for Decision.

INTENT

For the Committee to review and consider recommending adoption of a formal Policy related to Members of Council attending conferences and professional development activities to replace the April 1, 2014, Policy Statement.

DISCUSSION

The main recommendations of the draft Policy are:

- That each member of Council be provided the opportunity to attend the FCM conference once during a four-year term.
- That the Mayor be provided the opportunity to attend the FCM annual conference each year. If unable to attend, the Deputy Mayor be given the opportunity to attend in their place.
- That all Members of Council may attend a conference or workshop of the Nova Scotia Federation of Municipalities (NSFM) each year.
- Should a Member of Council wish to attend additional conferences or undertake additional professional development activities, the Policy permits a request to be made to the Chief Administrative Officer or designate. In these cases, consideration shall be given if the activity has the primary function of enhancing the Member’s skills or aptitudes which directly relate to their work on Council and Boards and Committees and if the Council travel budget allows.

FINANCIAL IMPLICATIONS

- There are no anticipated financial implications of this Policy. Conference expenses remain governed by Policy FIN-05-008: Business Expense.
- Each year a budget for Council travel and conference attendance is proposed. Staff’s recommendation for the budget will be based, in part, on the provisions of this Policy.

STRATEGIC PLAN ALIGNMENT

Strong Communities	
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Request for Decision

	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Routine policy development

ALTERNATIVES

- The Committee could return the Policy to staff for further development.
- The Committee could opt to not recommend adoption of a policy for conference attendance and professional development for Members of Council.

IMPLEMENTATION

- The Policy will be submitted to Council for consideration.
- If adopted, ADMIN-01-023: Council Conference Attendance and Professional Development Policy will be posted on the Municipal website.

ENGAGEMENT

- Should Council provide notice to adopt the Policy, the seven days' notice provides an opportunity for further public comment.

APPENDICES

- Appendix A: April 1, 2014 Policy Statement re: FCM Conference Attendance
- Appendix B: Draft Policy ADMIN-01-023 Council Conference Attendance and Professional Development

APPROVALS

Janny Postema, Municipal Clerk July 8, 2024

Scott Conrod, Chief Administrative Officer July 9, 2024

MUNICIPALITY OF THE COUNTY OF KINGS
Policy Statement
Re: FCM Conference Attendance

Preamble:

The Annual Federation of Canadian Municipalities' Conference is nationally recognized as a valuable opportunity for the sharing of information and for networking. The location of this event is scheduled on a rotating basis - from the West coast, to central Canada, to the East Coast.

Purpose:

To provide a procedure, under which the Municipality of Kings will be represented at this conference, and the county to allow a schedule for attendance by the Warden and Council members.

Policy:

- Where a review each year of finances will be done to ensure that Council is able to be fiscally responsible with these training opportunities.
- The CAO and the Warden will be given the opportunity, and will be encouraged, to attend the annual conference of the Federation of Canadian Municipalities each year.
- Each Councillor will be given the opportunity to attend a conference during the duration of his/her four (4) year term of office in council.
- A schedule will be established for attendance, and a maximum of two (2) Councillors will be eligible to attend each year. This would include sitting FCM member(s) and the Warden.
- The exception to the number of Councillors permitted to attend will be that if the conference is held in the Maritime Provinces, in which case

additional representatives may be eligible to attend.

- If a Councillor is unable to attend his or her scheduled conference, he or she will be eligible for a future conference, only if a vacancy allows.
- That review of the policy be completed every two years.
- Not to exceed \$10,000 per year total.

April 1, 2014



Municipality of the County of Kings

Council Conference Attendance and Professional Development

Policy Category	Administration	Most Recent Amendment	N/A
First Council Approval		Future Review Date	Approval + 2 Years

1. Purpose

The Municipality of the County of Kings (Municipality) recognizes the value of Members of Council attending national and local conferences related to their work as a Member of Council. This Policy establishes a conference attendance standard based on equality for all Members of Council. This Policy also recognizes Members of Council may seek to participate in professional development activities and supports such endeavours.

2. Scope

This Policy applies to all Members of Council (Mayor, Deputy Mayor and Councillors) of the Municipality.

3. Policy Statements

FCM Conference Attendance

- 3.1 It is the policy of the Municipality that all Members of Council be given the opportunity to attend an annual conference of the Federation of Canadian Municipalities (FCM) once during a four-year term.
- 3.2 Should an FCM conference be held in a Maritime Province (New Brunswick, Nova Scotia, or Prince Edward Island), additional Council Members may be permitted to attend, provided that sufficient funds are available in the Council travel budget.
- 3.3 The Mayor shall be given the opportunity to attend the FCM Annual Conference each year. If unable to attend, the Deputy Mayor shall be given the opportunity to attend in the Mayor's place. If the Deputy Mayor attends in place of the Mayor, it will not be counted as the Councillor's individual opportunity to attend.
- 3.4 After the selection is made and a Council Member, for any reason, is not able to attend the designated conference, one other Council Member who has not already attended an FCM conference within their four-year term may apply to attend in that Council Member's place. The Council Member who is unable to attend may apply to attend an FCM conference in a subsequent year within their four-year term.

Procedure for FCM Conference Attendance

- 3.5 Each year immediately following the announcement of the FCM Annual Conference, the Municipal Clerk or their designate will request Members of Council who have not already

DRAFT

attended an FCM Annual Conference in their four-year term to indicate their desire to attend.

- 3.6 Each year, the Municipal Clerk or their designate will determine which Members of Council attend the FCM Annual Conference that year, based on the number of submitted requests, attendance in previous year(s), and available budget.
- 3.7 In the event that the number of requests from Councillors that have not previously attended exceeds the available budget, names shall be drawn by lot, unless a Council Member voluntarily agrees to withdraw their application. The Council Member who voluntarily agreed to withdraw their application may apply to attend an FCM conference in a subsequent year within their four-year term.
- 3.8 Upon receipt of the confirmed attendees list, the Municipal Clerk or their designate will complete registrations, bookings for accommodations, and air travel. Transportation reservations and bookings (e.g., securing a shuttle or car rental) will be at the sole responsibility of the Council Member. Council Members may complete their own registration, accommodation bookings, and/or air travel with advance consent of the Municipal Clerk or designate. Reimbursement will be subject to the submission of receipts. In all cases, travel arrangements are to be in accordance with Policy FIN-05-008: Business Expense.

NSFM and Other Conference Attendance or Professional Development

- 3.9 Each year, all Members of Council shall be permitted to attend each conference or workshop hosted by the Nova Scotia Federation of Municipalities (NSFM).
- 3.10 Should a Member of Council wish to attend a conference or professional development activity not provided for above, their request shall be assessed by the Chief Administrative Officer or designate. The following factors shall be considered:
 - Relevance of the opportunity to the Member's Council and Board and Committee work, and the Municipality's Strategic Plan or other plan adopted by Council;
 - Enhancement of the Member's skills or aptitudes directly relating to their work on Council; and
 - Cost to the Municipality and budget availability.
- 3.11 Upon confirmation of attendance, the Municipal Clerk or their designate will complete registrations, bookings for accommodations, and air travel as applicable. Transportation reservations and bookings (e.g., securing a shuttle or car rental) will be at the sole responsibility of the Council Member. Council Members may complete their own registration, accommodation bookings, and/or air travel with advance consent of the Municipal Clerk or designate. Reimbursement will be subject to the submission of receipts. In all cases, travel arrangements are to be in accordance with Policy FIN-05-008: Business Expense.

General Statements

- 3.12 When representing the Municipality at conferences and events, Members of Council shall adhere to Council's Code of Conduct for Elected Municipal Officials, as well as relevant legislation, including, but not limited to, the *Municipal Government Act*.

- 3.13 Upon return from a conference or completion of a professional development activity, the Member of Council shall provide a written or verbal report at the next Council or Committee of the Whole meeting.
- 3.14 In all cases, the conference or professional development activity in question must be completed prior to the end of the Member’s Council term.
- 3.15 Expenses incurred while attending a conference or professional development activity shall be reimbursed in accordance with Policy FIN-05-008: Business Expense, as amended from time to time.
- 3.16 Should a Council Member choose to extend an out-of-town stay beyond the duration of the conference or professional development activity, that Council Member shall be responsible for all additional expenses.
- 3.17 Each year, as part of budget deliberations, Council shall consider allocating funds for the implementation of this Policy.
- 3.18 Conference attendance and professional development activities by Members of Council in any given year will be subject to available funding.

4. Responsibilities

- 4.1 Council will:
 - 4.1.1 ensure the Municipality has a current and comprehensive Policy for Council Conference Attendance and Professional Development; and
 - 4.1.2 review and amend this Policy as required.
- 4.2 The Chief Administrative Officer will:
 - 4.2.1 implement this Policy; and
 - 4.2.2 identify and propose revisions to this Policy.

5. Amendments

Date	Amendments

TO	Committee of the Whole
PREPARED BY	Karen Ward, Policy Analyst
MEETING DATE	July 16, 2024
SUBJECT	Repeal of By-law 82: Police Services Advisory Committee & Enactment of By-law 111: Police Advisory Board

ORIGIN

- [By-law 82: Police Services Advisory Committee By-law \(current\)](#)

RECOMMENDATIONS

That Committee of the Whole recommend Municipal Council give First Reading to repeal By-law 82, being the Police Services Advisory Committee By-law of the Municipality of the County of Kings, as attached to the July 16, 2024 Request for Decision.

That Committee of the Whole recommend Municipal Council give First Reading to adopt By-law 111, being the Police Advisory Board By-Law of the Municipality of the County of Kings, as attached to the July 16, 2024 Request for Decision.

INTENT

For the Committee to consider recommendations intended to align the By-law with provisions of the *Police Act*, S.N.S 2004, c.31, s. 57(1) (the *Police Act*) and associated regulations.

DISCUSSION

On December 1, 1998, the Police Services Advisory Committee By-law was enacted and last amended on January 5, 2016.

The attached draft By-law aligns with provisions of the *Police Act* and associated regulations in regard to the name of the By-law, committee member selection, and meeting frequency

FINANCIAL IMPLICATIONS

- None

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	By-law review

ALTERNATIVES

- No alternatives are recommended.

IMPLEMENTATION

- Reading, notice and publication requirements (the adoption process) related to by-laws are detailed within Part VII *Municipal Government Act*.
- Minimum fourteen days' notice issued prior to second reading (no substantive changes can be made between first and second readings).
- Publication requirements (a by-law has the force of law only after the above and a notice is published in a newspaper that circulates in the Municipality).
- Replacement By-law 111 filed with the Minister of Municipal Affairs and Housing and Minister of Justice and posted to the Municipal website once approved.

ENGAGEMENT

- The minimum fourteen days' notice prior to second reading provides an opportunity for public comment prior to adoption.
- No further public engagement was undertaken with respect to this Request for Decision. Nova Scotia Legislature - *Municipal Government Act*, 1998 c. 18, s. 171 (2) states that "A by-law shall not be inconsistent with an enactment of the Province or of Canada," therefore no further public engagement was necessary.

APPENDICES

- Appendix A: By-law 82 Police Services Advisory Committee By-law (current)
- Appendix B: By-law 111 Police Advisory Board (new)

APPROVALS

Terry Brown, Manager of Inspection & Enforcement	July 10, 2024
Scott Conrod, Chief Administrative Officer	July 10, 2024

MUNICIPALITY OF THE COUNTY OF KINGS



For By-law information contact the Municipal Clerk

Tel: (902) 678-6141 Fax: (902) 678-9279 E-mail: municipalclerk@countyofkings.ca

BY-LAW # 82

POLICE SERVICES ADVISORY COMMITTEE

1. This By-law shall be known as the Police Services Advisory Committee By-law.
2. The Council of the Municipality of the County of Kings hereby establishes a committee known as the Police Services Advisory Committee which shall advise Council on all policing matters within and affecting the Municipality of the County of Kings.
3. The Committee shall be comprised of eight (8) members, who shall be appointed by the Council as follows:
 - (a) five (5) Councillors, three (3) representing the area served by the New Minas Royal Canadian Mounted Police detachment and two (2) representing the area served by the Kingston Royal Canadian Mounted Police detachment.
 - (b) three non-councillors who are residents of the Municipality and who shall be appointed on the following basis: one member from each of the Western, Central, and Eastern areas of the Municipality, as shown on Schedule "A". Should Council not receive any applications for citizen members from a designated geographic area, Council may appoint an applicant from another part of the Municipality to represent that area.
4. The Councillors who are appointed to the Committee shall hold office for one year from the date of their appointments.
5. The duties of the Police Services Advisory Committee will be as follows:
 - (1) Act in an advisory capacity to Municipal Council in matters pertaining to the provision of policing services.
 - (2) Provide a forum for regular liaison and discussion between Municipal Council and the Royal Canadian Mounted Police concerning policing service within the Municipality, including deployment and number of personnel.
 - (3) To discuss community concerns relative to policing service and, in cooperation with the Royal Canadian Mounted Police, establish enforcement priorities.

- (4) To advise Council concerning all financial and budgetary matters related to the provision of policing service.
 - (5) To support the current community policing philosophy through assistance in coordinating policing services with the programs of other local agencies and community groups to ensure the most effective use of policing resources in the community.
 - (6) To provide a forum for residents, taxpayers, business people, concerned citizens or groups to present, either in camera or in an open meeting, their complaints, concerns, or requests to both Municipal Council and to the Royal Canadian Mounted Police.
6. The Committee shall meet at least four (4) times each year. Additional meetings may be called at the request of the Chair with at least one week's prior notice. Emergency meetings to deal with critical issues may be called on 24 hours notice.
 7. All meetings of the Committee shall be open to the public unless related to a legal opinion, personnel issue, or confidential police information.
 8. The Committee shall be responsible to Council and shall report to it at its regular meetings through the members of Council on the Committee.
 9. The Committee shall keep full minutes of all its proceedings, and report such minutes together with an account of its proceedings.

History of this By-law

Enacted - December 1, 1998

Amended - May 1, 2007

Amended - January 5, 2016

MUNICIPALITY OF THE COUNTY OF KINGS

For By-Law information contact the Municipal Clerk
 Tel: (902)678-6141 Fax: (902)678-9279 E-mail: municipalclerk@countyofkings.ca



BY-LAW # 111

POLICE ADVISORY BOARD

WHEREAS the Council of the Municipality of the County of Kings wishes to establish a board known as the Police Advisory Board, which shall advise Council on all policing matters within and affecting the Municipality of the County of Kings;

NOW THEREFORE BE IT RESOLVED THAT the Municipality of the County of Kings hereby enacts as follows:

1. Definitions

In this By-law:

- 1.1 “Council” means the Municipal Council for the Municipality of the County of Kings;
- 1.2 “Councillor” means a member of the Municipality of the County of Kings Council;
- 1.3 “Municipality” means the Municipality of the County of Kings;
- 1.4 “*Police Act*” means an Act Respecting Policing in Nova Scotia, c. 31 of the Acts of 2004, as amended;
- 1.5 “Police Advisory Board” / “Advisory Board” means a Police Advisory Board established pursuant to Section 57 of the *Police Act*, as amended;
- 1.6 “Regulations” means Police Regulations made under subsection 97(1) of the *Police Act*, as amended;
- 1.7 “Senior Staff Member” means a Director or Manager assigned to the Advisory Board established pursuant to the Municipality’s policy on the Administration of Standing and Advisory Committees of Council (Policy Admin-01-016).

2. Title

This By-law shall be known as the Police Advisory Board By-law.

3. Repeal

This By-law replaces Municipal By-law #82 Police Services Advisory Committee By-law.

4. Purpose

Pursuant to the *Police Act*, S.N.S. 2004, c. 31, s. 57(1), as amended, Council establishes a Police Advisory Board which will advise Council in relation to the enforcement of law, the maintenance of law and order, and the prevention of crime in the Municipality.

5. Membership

- 5.1 The Advisory Board shall comprise seven (7) members:
- 5.1.1 three (3) members of Council who have been appointed by resolution of Council per *Police Act* s. 57(4)(a). These appointments shall comprise two Councillors representing the area served by the New Minas Royal Canadian Mounted Police detachment, and one representing the area served by the Kingston Royal Canadian Mounted Police detachment; and
 - 5.1.2 three (3) members who have been appointed by resolution of Council who are neither members of Council nor employees of the Municipality ("Citizens") per *Police Act* s. 57(4)(b). These appointments shall comprise two citizens residing in the area served by the New Minas Royal Canadian Mounted Police detachment, and one citizen residing in the area served by the Kingston Royal Canadian Mounted Police detachment. Should Council not receive any applications for citizen members from a designated geographic area, Council may appoint an applicant from another part of the Municipality to represent that area.
 - 5.1.3 one (1) member appointed by the Minister of Justice (*Police Act* s. 54(4)(c)).
- 5.2 Members of Council will be appointed to the Advisory Board in accordance with the selection process prescribed in section 82 of the Regulations made under the *Police Act* 2004, c. 31, s. 97(1) and shall hold office for one year from the date of their appointments.
- 5.3 Citizens will be appointed to the Advisory Board in accordance with the selection process prescribed in section 82 of the Regulations made under the *Police Act* 2004, c. 31, s. 97(1) and shall hold office for two years from the date of their appointments.
- 5.4 A chair and vice-chair of the Advisory Board shall be chosen by the members of the Advisory Board at the first meeting in each year in accordance with the *Police Act* 2004, c. 31, s. 59.
- 5.5 Except for the member appointed by the Minister, each member of the Advisory Board will be required to go through a screening process, including an interview, conducted by a panel established by Council, and must consent to criminal record and background checks (s. 82(1)(b) and 77(2) of the Regulations made under the *Police Act* 2004). The panel shall consist of the Nominating Committee and the Senior Staff Member for the Advisory Board.
- 5.6 Each member of the Advisory Board shall take an oath of office or affirmation as prescribed by regulation and adhere to a code of conduct prescribed by the Regulations made under the *Police Act* 2004, c. 31, s. 58.
- 5.7 Each member of the Advisory Board shall undergo any training that may be provided for members of the Board or required by the Minister or by regulation (*Police Act* 2004, c. 31, s. 67).

6. Function

The function of the Advisory Board is to:

- 6.1 Provide advice to Council in relation to the enforcement of law, the maintenance of law and order, and the prevention of crime in the Municipality (*Police Act* s. 68(1)).
- 6.2 Provide a forum for regular liaison and discussion between Municipal Council and the Royal Canadian Mounted Police concerning policing services within the Municipality, including deployment and number of personnel.
- 6.3 Discuss community concerns relative to policing services and, in cooperation with the Royal Canadian Mounted Police, establish enforcement priorities.
- 6.4 Support a community policing philosophy through assistance in coordinating policing services with the programs of other local agencies and community groups to ensure the most effective use of policing resources in the community.
- 6.5 Provide a forum for residents, taxpayers, businesspeople, citizens, or groups to present their concerns or requests.

7. Meeting and Reporting

- 7.1 The Advisory Board must hold a board meeting at least every three (3) months (*Police Act* 2004, c. 31, s. 63). Additional meetings may be called at the request of the Chair with at least one week's prior notice. Emergency meetings to deal with critical issues may be called on 24 hours' notice.
- 7.2 All meetings of the Advisory Board shall be open to the public, but all matters relating to discipline, personnel conduct, contract negotiations, and security of police operations, per s. 65 of the *Police Act*, as well as matters outlined in s. 22 (2) of the *Municipal Government Act*, shall be conducted in private.
- 7.3 A majority of the members of the Advisory Board constitutes a quorum (*Police Act* 2004, c. 31, s. 64).
- 7.4 The Advisory Board shall be responsible to Council and the Chair or the Chair's delegate shall report to Council at its regular meetings.
- 7.5 A recording secretary appointed by the Senior Staff person shall keep minutes of all meetings of the Advisory Board.

8. Severability

- 8.1 If any portion of this By-law #111 is found to be at variance to the provisions of the *Police Act* and its Regulations, the provisions of the *Police Act* and its Regulations shall govern.

By-law Repeal – By-law # 82					
First Reading	Notice of Second Reading	Second Reading	Notice of Passing	Certified Copy to Minister	Approval/ Acknowledgement by Minister
July 16, 2024					

By-law Adoption – By-law # 111					
First Reading	Notice of Second Reading	Second Reading	Notice of Passing	Certified Copy to Minister	Approval/ Acknowledgement by Minister
July 16, 2024					

By-law Amendments – By-law # 111					
First Reading	Notice of Second Reading	Second Reading	Notice of Passing	Certified Copy to Minister	Approval/ Acknowledgement by Minister

TO	Committee of the Whole
PREPARED BY	Lucy Ofori, Diversity Specialist
MEETING DATE	July 16, 2024
SUBJECT	New Policy ADMIN-01-024: Asset Naming

ORIGIN

- December 7, 2021 [Toward Equity & Diversity: a Strategy for Belonging in the Municipality of the County of Kings.](#)

RECOMMENDATION

That Committee of the Whole recommend Municipal Council provide seven days' notice, per s.48(1) *Municipal Government Act*, to adopt Policy ADMIN-01-024: Asset Naming as detailed in the July 16, 2024, Request for Decision.

INTENT

To present the policy implementation request to Committee of the Whole for consideration and recommendation to Municipal Council for adoption, in accordance with the Municipality's Strategy for Belonging.

DISCUSSION

The Municipality of the County of Kings is located in Mi'kma'ki, the ancestral, and current territory of the Mi'kmaq peoples. Within Municipal boundaries are the communities of Glooscap First Nation and Annapolis Valley First Nation, as well as a diverse urban and rural Indigenous population. The Municipality is also home to two historical Black communities: Cambridge, Gibson Woods and Pine Woods, located West of Canning and North of Kentville.

The Asset Naming Policy aims to establish a process to be used for naming and/or renaming Municipally owned assets that honour a history of colonial and/or oppressive figures or actions against historically excluded communities, particularly Indigenous and African Nova Scotian communities. The history of the Municipality, like much of Nova Scotia, includes periods of significant injustice and marginalization, particularly against Mi'kmaq and African Nova Scotian communities. The forced removal of the Acadians, the arrival and settlement challenges faced by the New England Planters, and the continued marginalization of the Mi'kmaq and African Nova Scotians highlight a complex and painful history – the impact of which continues to be felt today.

Renaming assets serves as a powerful acknowledgement of these injustices. Further, the removal of oppressive and harmful names shows the Municipality's commitment to addressing and redressing the impacts of these actions.

Implementation of the Asset Naming Policy would be a significant step towards cultural recognition and affirmation of the Municipality's commitment to reconciliation and decolonization. The Mi'kmaq Nation has a rich history and deep connection to the Land in the County of Kings, while African Nova Scotians built foundational structures of many of the communities we live in today while enslaved by White settlers. It is imperative that residents and visitors learn about the diverse histories of these historically marginalized communities to develop an understanding and appreciation for their contributions and the

Request for Decision

critical need for reparations in the Kings Region, and across Nova Scotia. Having a united and informed community that values diversity, inclusion and justice demonstrates that the Municipality of the County of Kings is committed to creating an environment where all residents feel seen and valued.

This Policy was created in consultation with and has support from two Canada Research Chairs (CRC): Dr. Lauren Beck, Professor of Visual Arts and Material Culture Studies, CRC in Intercultural Encounter, and Dr. Claudine Bonner, Associate Professor of Racial Justice and African Diaspora Migration in the Atlantic Region; and Dr. Heather MacLeod-Leslie, Senior Archaeologist/Manager, Archaeology & Research with the Mi’kmaq Rights Initiative. Their endorsement highlights the Policy’s alignment with best practices and community interests.

Approval of the Asset Naming Policy is not just a symbolic act but a meaningful step toward reconciliation, education, community building and justice. By recognizing and honouring the histories and contributions of Mi’kmaq, African Nova Scotian and other historically excluded communities that have helped build the Kings County Region, we are making a great step towards the Municipality of the County of King’s vision of being “a community of communities where all people belong.”

FINANCIAL IMPLICATIONS

- There are no financial implications.

STRATEGIC PLAN ALIGNMENT

✓	Strong Communities	Developing a mechanism for naming and renaming municipal assets is an action in the Strategy for Belonging.
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
	Other	

ALTERNATIVES

- Committee of the Whole may choose to not recommend Municipal Council adopt the Asset Naming Policy and provide direction to staff regarding this item in the Strategy for Belonging.

IMPLEMENTATION

- The Policy will be submitted to Council for consideration.
- If adopted, the Policy will be posted on the Municipal website.
- The Asset Naming Policy will be used for renaming Municipal assets that honour a history of colonial and/or oppressive figures or actions from historically excluded communities, particularly Indigenous and African Nova Scotian communities.

ENGAGEMENT

- Extensive engagement with subject matter experts took place through the development of the Policy.

Request for Decision

- Community engagement shall take place per the draft Policy as renaming/naming assets is considered.
- Should Council provide notice to adopt the Policy, the seven days' notice provides an opportunity for further public comment.

APPENDICES

- Appendix A: Draft Policy ADMIN-01-024: Asset Naming

APPROVALS

Brittany Traynor, Manager, Community Development	July 5, 2024
Rob Frost, Deputy Chief Administrative Officer	July 5, 2024
Scott Conrod, Chief Administrative Officer	July 10, 2024

POLICY



Municipality of the County of Kings

Asset Naming

Policy Category	Administration	Most Recent Amendment	Council Meeting Date
First Council Approval	Council Meeting Date	Future Review Date	Month Year

1. **Purpose:**

The Asset Naming Policy establishes a framework for the naming and renaming of Municipal Assets that reflects the values of the Municipality.

2. **Scope**

This Policy applies to the naming and renaming of Municipal Assets.

3. **Definitions**

For this Policy, unless otherwise stated, the following definitions shall apply.

- 3.1 **Colonialism:** The policy or practice of acquiring full or partial political control over another country, which involves the subjugation of one people to another.
- 3.2 **Commemorative Names:** Official naming of a Municipal Asset including without limitation a street, park, part of a park, facility or part of a facility to commemorate a person, persons, or family.
- 3.3 **Non-Commemorative Names:** Names given to places, streets, buildings or other assets that are not intended to honour or memorialize a specific person, persons, or family. These names do not carry the weight of historical significance or serve as a tribute. Instead, they may be chosen for their descriptive nature, geographical references, aesthetic qualities, or other neutral reasons.
- 3.4 **Excluded Communities:** groups of persons who have historically been disadvantaged or underrepresented and/or who suffer from exclusion due to societal and systemic barriers including, but not limited to: Indigenous persons, Mi'kmaq, African Nova Scotians, persons with disabilities, members of visible minorities, women, and 2SLGBTQIA+ peoples.
- 3.5 **Inclusion:** an environment in which all people are respected, given the same opportunities, and their differences are embraced.
- 3.6 **Name Reserve List:** A Municipally maintained list of potential names to be used in the naming or renaming of Municipal Assets.

DRAFT

3.7 **Municipal Assets:** include buildings, rooms within those buildings, trails, parks and park features, bridges, roads, landscape features and other assets owned or managed by the Municipality. For greater certainty a Municipal Asset in the context of this policy may or may not align with the definition of a Tangible Capital Asset as set out by the Public Sector Accounting Board of Canada.

3.8 **Municipality/Municipal:** means the Municipality of the County of Kings.

4. Policy Statements

4.1 The Municipality values the diverse perspectives and contributions of its citizens and is committed to ensuring that the naming of Municipal Assets is reflective of the broad social and community values and the diverse voices that have contributed positively to our community, province, and country.

4.2 Naming or renaming of any Municipal Assets will be reflective of the Municipality's diverse history, culture, language, and values, and will be an equitable, inclusive, transparent, and comprehensive process that reflects the Municipality's commitment to creating a community where all are welcomed and celebrated for their contributions.

5. Naming Principles

5.1 The naming or remaining of a Municipal Asset shall:

- Be easily understood and allow for systematic expansion as the Municipality of the County of Kings grows.
- Follow good cartographic practices that allow locations to be found quickly and without incident to ensure emergency response, delivery services, utility services, mail delivery and way finding can occur without disruption.
- Follow a transparent process allowing for consistency in decision making.
- Utilize names from the Name Reserve List.
- Encourage greater justice and belonging for all people in place naming throughout the Municipality.
- Promote equity, an accurate understanding of history, and acknowledge the impact of Colonialism on the Municipality and the people living there.

6. Naming Criteria

6.1 The Municipality's Name Reserve List will be updated and maintained yearly to provide a list of possible names that may be used in naming and renaming. Names shall reflect or reference at least one of the following:

- Local geography or topographical features;
- Local flora, fauna, or other natural features;
- Traditional usage, ways of knowing, cultural and historic interpretive elements of local and regional Indigenous peoples, African Nova Scotians, Acadians, etc.;
- A historical event significant to the Municipality; and
- A Commemorative Name.

6.2 Names will not knowingly be chosen that:

- Are or might reasonably be perceived as discriminatory or derogatory;
- May be inappropriate in short forms or modification;
- Cause confusion due to duplication or sounding like other names in the vicinity; and

- Are commercial names, unless these names are chosen in conjunction with a proposed sponsored facility.
- 6.3 Names selected for the Name Reserve List shall be balanced to reflect the lived experiences present in the Region including but not limited to gender, cultural, ethnic, and linguistic characteristics of the Municipality of the County of Kings.
- 6.4 Additions to the Name Reserve List may be proposed by any member of the public including community members, community groups, landowners, developers, members of Council, and Municipal staff.
- 6.5 Commemorative Names shall be given to Municipal Assets only if they meet at least two of the following criteria:
- Associated with an Excluded Community that is traditionally underrepresented in naming practices.
 - Commemorates an individual or group that has demonstrated excellence, courage, or exceptional dedication to service.
 - Commemorates an individual or group who gives, or has given, extraordinary help or care to individuals, families, service clubs cultural groups, ethnic organizations, community organizations, or humanitarian causes.
 - Commemorates an individual or group that fosters equality and reduces discrimination.
 - Commemorates an individual or group that risks or has risked their own life to save and protect others.
 - Commemorates an individual or group who performs a deed or activity performed in such an outstanding professional manner or uncommonly high standard that they bring consideration, benefit or honour to the Municipality of the County of Kings, the Province of Nova Scotia, or Canada.
 - Commemorates an individual or group that is of historical significance in the Municipality of the County of Kings.
- 6.6 Commemorative Names submitted to the Name Reserve List shall be researched by Municipal staff to ensure historical accuracy prior to approval.

7. Name Removal

7.1 Renaming Criteria

Renaming of a Municipal Asset may occur under one of the following circumstances.

- When a name removal application has been approved by Municipal Council; or
- When a Non-Commemorative Name of a Municipal Asset is to be replaced with the Commemorative Name or culturally significant name to honour an individual or local excluded community group.

7.2 Name Removal Criteria

Applications for removal of a name from a Municipal Asset will be considered inter alia if the name:

- Refers to a person or event known for discriminatory views or actions, including committing or perpetuating acts of racism, violence, and/or harm against Indigenous Peoples, Black communities or other historically excluded community groups.

- Includes derogatory terms that might represent or be linked with discriminatory actions and views.
- Negatively represents any group or its culture.
- Is inconsistent with the Municipality of the County of Kings’ Strategy for Belonging.
- Brings or could bring the Municipality of the County of Kings into disrepute.

7.3 Name Removal Process

Any individual residing in or having substantial connection to the Municipality may submit a name removal request for review by the Municipality’s Community Development Division.

7.3.1 Applications for naming removal/renaming shall be submitted to the Community Development Division and reviewed for recommendation to Municipal Council by the Diversity Kings County Committee.

7.3.2 The Diversity Kings County Committee may request additional information from the applicant for name removal or renaming.

7.3.3 The Diversity Kings County Committee will determine the eligibility of the application and make one of the following recommendations to the Chief Administrative Officer (CAO) and Municipal Council:

- Reject the application for name removal or renaming by providing written notice of the rejection to the applicant; or
- Approve the request for consideration and make a recommendation for a new name from the Name Reserve List.

7.3.4 If Municipal Council approves removal of a name, Municipal staff will engage with affected community groups including excluded communities to request feedback and materials that provide information about the cultural or historical context of the name removal and renaming.

7.4 Authority to rename a Municipal Asset for any reason is sole jurisdiction of Municipal Council.

8. Responsibilities

8.1 Council will:

- 8.1.1 ensure the Municipality has a current and comprehensive Policy for Asset Naming;
- 8.1.2 review and amend this Policy as required;

8.2 The Chief Administrative Officer will:

- 8.2.1 implement this Policy;
- 8.2.2 identify and propose revisions to this Policy; and
- 8.2.3 develop and maintain a Standard Operating procedure for naming and renaming Municipal Assets.

9. Amendments

Date	Amendments

TO	Committee of the Whole
PREPARED BY	Rob Frost, Deputy CAO
MEETING DATE	July 16, 2024
SUBJECT	Deed Transfer Tax

ORIGIN

- Direction to CAO for a report and recommendation regarding Deed Transfer Tax

RECOMMENDATION

That Committee of the Whole recommend Municipal Council give First Reading to the proposed Deed Transfer Tax By-law as attached to the July 16, 2024 Committee of the Whole agenda.

INTENT

For Committee of the Whole to consider and recommend to Council first reading of a Deed Transfer Tax By-law.

DISCUSSION

The Deed Transfer Tax Act was the first iteration of a deed or land transfer tax and became a law in Nova Scotia in 1968. This original Act does not differ significantly from the process now provided for under the Municipal Government Act (MGA). With the development of the MGA in the mid nineties, and subsequent iterations, Municipalities were given the authority to develop a By-law that allows for the charging of a Deed Transfer Tax (DTT) (Part V, Deed Transfers, Sections 101-110).

Deed transfer tax by-law

102 (1) A council may determine, by by-law, that a deed transfer tax applies in the municipality and the rate of the deed transfer tax, but the rate of the deed transfer tax shall not exceed one and one half per cent of the value of the property transferred.

(2) A deed transfer tax applies to the sale price of every property that is transferred by deed. 1998, c. 18, s. 102.

When land is sold in a municipality with a DDT By-law, a DTT is applicable. Municipal Deed Transfer Tax rates are set by each municipality and the DTT payable is calculated based on the sale price of the property (up to 1.5%). Deed Transfer Taxes are collected on behalf of the municipality through Land Registration Offices when the deed is registered/recorded.

Since the inception of the DTT in Nova Scotia most Municipalities have added a DTT By-law and have had the benefit of this revenue for dozens of years. With the addition of the recent DTT in the Town of Kentville, as of July 1, 2024, the Municipality of the County of Kings is the only Municipality to not have a DTT. Of the 49 Municipalities in NS, there are currently 26 charging 1.5% DTT (maximum allowed by legislation), 17 charging 1.0% DTT, 3 charging 1.25% DTT, 1 charging 0.5%, and Kentville will be charging 1.5% as of July 1, 2024. (list of rates Appendix A).

COMPARISON DEED TRANSFER TAX REVENUES			
Municipality	DTT RATE	Avg Last 5 Years	Total last 5 YRS
Lunenburg County	1.25%	\$2,449,072	\$12,245,361
Pictou County	1.00%	\$995,057	\$4,975,284
Colchester County	1.00% (1.5% in 2024)	\$2,016,874	\$10,084,369
Town of Wolfville	1.50%	\$542,886	\$2,714,432
Town of Berwick	1.00%	\$124,953	\$624,767

The argument against the implementation of a DTT is often made by those in or connected to the real estate industry by stating that a DTT will deter individuals from purchasing property within the Municipality of the County of Kings, and that the lack of a DTT is currently an incentive. This argument would suggest that not having a DTT would ensure that the highest population growth rates, and sales rates would be blatantly obvious when compared to other areas of the Annapolis Valley or NS. This is not however the case, and Kings has not grown more than other Municipal units with DTT. Halifax Regional Municipality has continued to see the highest growth rates in the Province and has had a DTT in place since 2001 at 1.5%. (HRM averages ~\$35-40 million in annual revenue from DTT, with a peak of \$81 million in 2021).

Municipal Unit	Population			Population		
	2021	2016	% Change	2021	2011	% Change
Town of Berwick	2,455	2,509	-2.2%	2,455	2454	0.0%
Town of Wolfville	5,057	4,195	20.5%	5,057	4269	18.5%
Town of Kentville	6,630	6,271	5.7%	6,630	6094	8.8%
Municipality of Kings	48,772	47,625	2.4%	48,772	47628	2.4%
Pictou County	20,676	20,692	-0.1%	20,676	21278	-2.8%
Municipality of Lunenburg	25,545	24,863	2.7%	25,545	25118	1.7%
Municipality of Colchester	36044	36091	-0.1%	36044	36624	-1.6%

The implementation of a DTT would provide the Municipality the opportunity to fund projects that would not be possible under the current taxation structure, such as large recreation facilities, an area where the Annapolis Valley is lacking compared to all other regions of NS.

Based on average sales data for the past six years, a 1.5% DTT would have generated approximately \$5,458,925 on an annual basis for the Municipality. These funds would cover a significant portion, if not all, costs related to a large recreation development, which then in turn would provide a much larger incentive for people to move to the area than a DTT may deter. If a DTT is primarily used to cover such a project, once paid for, future DTT can be used to cover other infrastructure projects thus helping to ensure that residential and commercial tax rates remain competitive within the Province.

Council may also wish to provide direction to staff to develop a policy that would state how any revenue from DTT is to be used. In order to generate the same amount of revenue as a 1.5% DTT the Municipality would have to increase residential taxes by 12.1 cents, or in comparison, commercial taxes by \$1.18.

Kings Total Property Sales	
2018	\$ 410,590,003
2019	\$ 382,634,456
2020	\$ 267,128,960
2021	\$ 430,114,328
2022	\$ 390,395,859
2023	\$ 302,706,500
Average	\$ 363,928,351

Proposed Deed Transfer Tax	
	1.50%
Average	\$ 5,458,925
Minimum	\$ 4,006,934
Maximum	\$ 6,451,715

Although the Municipality has not implemented a DTT to date, there are still numerous property buyers that are subject to a DTT when purchasing a home in the Municipality due to the Province implementing their own Non-Resident Deed Transfer Tax in 2022. Since this piece of legislation was enacted, any purchase of a property in Nova Scotia that is not owned by a permanent resident has been subject to a 5% tax levied on the greater of the purchase price or the assessed value of the property. The Province has been generating a little over \$11 million annually since the inception of this legislation.

Section 109 of the MGA covers exemptions to the DTT. In summary, examples of exemptions include a deed: between persons married to one another; issued to a municipality; if the transfer relates to the division of marital assets; from the Nova Scotia Farm Loan Board to a borrower; tax sale deeds; a deed issued prior to the date of the by-law; a deed where the grantee is a registered Canadian charitable organization if the property is not used for commercial, industrial, rental or other business purpose; or a deed where there is nominal consideration. A complete listing of exemptions can be found [here](#).

The attached DTT By-law is comparable to those passed by other Municipal Units.

FINANCIAL IMPLICATIONS

- Per the above tables

STRATEGIC PLAN ALIGNMENT

✓	Strong Communities	Support to Community Facilities
	Environmental Stewardship	

Request for Decision

✓	Economic Development	Tied to Economic Development Strategy
	Good Governance	
✓	Financial Sustainability	Supports the development of other revenue sources.
	Other	

ALTERNATIVES

- Council may choose to not implement a DTT and look for other ways to fund major projects.

IMPLEMENTATION

- Should COTW recommend first reading, first reading of the Deed Transfer Tax By-law would occur at September Council.

ENGAGEMENT

- No public engagement has occurred to date.

APPENDICES

- Appendix A: Municipal Deed Transfer Tax Rates
- Appendix B: Draft Deed Transfer Tax By-law

APPROVALS

Scott Conrod, Chief Administrative Officer

July 10, 2024

The following Municipal Deed Transfer Tax Rates are set by each Municipality and are updated when we are advised by the Municipalities of any rate change. The list of rates is as current as possible; however, rate changes are at the direction of the municipalities and may not be reported to SNS. You are advised to check with the Municipality to confirm the most recent rate prior to conducting a transaction.

Municipal Deed Transfer Tax Rates			
County	Municipality	Rate	Payable at LRO
Annapolis	Municipality of the County of Annapolis	1.5%	Kentville
Annapolis	Town of Annapolis Royal	1.5%	Kentville
Annapolis	Town of Middleton	1.5%	Kentville
Antigonish	Municipality of the County of Antigonish	1.0%	Amherst
Antigonish	Town of Antigonish	1.5%	Amherst
Cape Breton	Cape Breton Regional Municipality	1.5%	Sydney
Colchester	Municipality of Colchester	1.5%	Amherst
Colchester	Town of Stewiacke	1.0%	Amherst
Colchester	Town of Truro	1.0%	Amherst
Cumberland	Municipality of the County of Cumberland	1.5%	Amherst
Cumberland	Town of Amherst	1.25%	Amherst
Cumberland	Town of Oxford	1.5%	Amherst
Digby	Municipality of the District of Clare	1.0%	Kentville
Digby	Municipality of the District of Digby	1.0%	Kentville
Digby	Town of Digby	1.5%	Kentville
Guysborough	Municipality of the District of Guysborough	1.0%	Sydney
Guysborough	Municipality of the District of St. Mary's	1.25%	Sydney
Guysborough	Town of Mulgrave	0.5%	Sydney
Halifax	Halifax Regional Municipality	1.5%	Halifax
Hants	Municipality of the District of Hants East	1.5%	Kentville
Hants	West Hants Regional Municipality	1.5%	Kentville
Inverness	Municipality of the County of Inverness	1.5%	Sydney
Inverness	Town of Port Hawkesbury	1.5%	Sydney
Kings	Municipality of the County of Kings	-	-
Kings	Town of Berwick	1.0%	Kentville
Kings	Town of Kentville	1.5%	Kentville
Kings	Town of Wolfville	1.5%	Kentville
Lunenburg	Municipality of the District of Chester	1.5%	Bridgewater
Lunenburg	Municipality of the District of Lunenburg	1.25%	Bridgewater
Lunenburg	Town of Bridgewater	1.5%	Bridgewater
Lunenburg	Town of Lunenburg	1.5%	Bridgewater
Lunenburg	Town of Mahone Bay	1.5%	Bridgewater
Pictou	Municipality of the County of Pictou	1.0%	Amherst
Pictou	Town of New Glasgow	1.0%	Amherst
Pictou	Town of Pictou	1.0%	Amherst
Pictou	Town of Stellarton	1.0%	Amherst
Pictou	Town of Trenton	1.0%	Amherst
Pictou	Town of Westville	1.0%	Amherst
Queens	Region of Queens Municipality	1.5%	Bridgewater
Richmond	Municipality of the County of Richmond	1.5%	Sydney
Shelburne	Municipality of the District of Barrington	1.5%	Bridgewater
Shelburne	Municipality of the District of Shelburne	1.5%	Bridgewater
Shelburne	Town of Clark's Harbour	1.0%	Bridgewater
Shelburne	Town of Lockeport	1.5%	Bridgewater
Shelburne	Town of Shelburne	1.5%	Bridgewater
Victoria	Municipality of the County of Victoria	1.5%	Sydney
Yarmouth	Municipality of the District of Argyle	1.0%	Bridgewater
Yarmouth	Municipality of the District of Yarmouth	1.0%	Bridgewater
Yarmouth	Town of Yarmouth	1.0%	Bridgewater

MUNICIPALITY OF THE COUNTY OF KINGS

For By-Law information contact the Municipal Clerk

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BYLAW #113

DEED TRANSFER TAX BY-LAW

WHEREAS section 102 (1) *Municipal Government Act, 1998 S.N.S. c.18*, as amended, permits Council to determine, by by-law, that a Deed Transfer Tax applies in the Municipality and the rate of the Deed Transfer Tax;

WHEREAS Part V *Municipal Government Act, 1998 S.N.S. c.18*, as amended, sets out the statutory and fundamental principles of the Deed Transfer Tax. Should any of the provisions contained herein be in conflict with any of the provisions contained in the Act, the Act shall supersede this By-law;

WHEREAS section 102 (1) *Municipal Government Act, 1998 S.N.S. c.18*, as amended, provides that the rate of the Deed Transfer Tax shall not exceed one and one half per cent of the value of the property transferred;

WHEREAS section 102 (2) *Municipal Government Act, 1998 S.N.S. c.18*, as amended, provides that a Deed Transfer Tax applies to the sale price of every property that is transferred by deed; and

WHEREAS the Council of the Municipality of the County of Kings wishes to enact a Deed Transfer Tax By-law.

NOW THEREFORE BE IT RESOLVED THAT the Municipality of the County of Kings hereby enacts as follows:

1. Citation

This By-law shall be known as By-law 113 and may be cited as the Deed Transfer Tax By-law.

2. Definitions

In this By-law:

2.1 “**Municipality**” means the Municipality of the County of Kings;

2.2 “**Tax**” means the Deed Transfer Tax;

3. Application

3.1 The rate of the Deed Transfer Tax in the Municipality of the County of Kings is 1.5 (One point Five) percent of the value of the property transferred.

3.2 Sections 102-110 of the *Municipal Government Act* apply to the Municipality.

4. Lien

The Tax with interest and penalty constitutes a lien upon the property, that attaches on the date when the Tax is due and continues until discharged by payment.

5. Severability

If a court of competent jurisdiction should declare any section or part of a section of this By-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the By-law and it is hereby declared that the remainder of the By-law shall be valid and shall remain in force.

6. Interpretation

The clause headings in this by-law are provided for reference only and do not form part of the text of this By-law.

7. Collection

The Registrar of Deeds shall be the agent and collector of the Deed Transfer Tax for the Municipality.

8. Effective Date

This By-law shall take effect November 1, 2024.

By-law Adoption					
First Reading	Notice of Second Reading	Second Reading	Notice of Passing	Certified Copy to Minister	Approval/ Acknowledgement by Minister

By-law Amendments					
First Reading	Notice of Second Reading	Second Reading	Notice of Passing	Certified Copy to Minister	Approval/ Acknowledgement by Minister

TO	Committee of the Whole
PREPARED BY	Louis Pearson, P. Eng., Manager of Engineering
MEETING DATE	July 16, 2024
SUBJECT	Award of Contract # 24-13: Lift Station Upgrades

ORIGIN

- March 20, 2024 – Approval of 2024/2025 Capital Budget

RECOMMENDATION

That Committee of the Whole recommend Municipal Council award Contract # 24-13: Lift Station Upgrades to Mid-Valley Construction Limited for \$1,436,266.90, including non-recoverable HST.

INTENT

For Council to award Contract # 24-13: Lift Station Upgrades to Mid-Valley Construction Limited.

DISCUSSION

The contract relates to installing new and retrofitted infrastructure at three of the current lift pump stations. These stations service communities within the Municipality of the County of Kings.

The Coldbrook (CK4) lift station upgrade consists of an improvement in functionality with the addition of a separate pump chamber from the existing wet well.

The Cambridge (CB2) lift station upgrade consists of a total station relocation and replacement of the station components. This relocation of lift station infrastructure is being performed to improve the operational safety of inspections and maintenance work and to remove the station from the right-of-way within a provincial highway.

The contract includes the supply of replacement lift stations pumps and the retrofit of lift station North Kentville (AT3) from a below-grade station to above-ground infrastructure.

One remaining lift station, Aylesford (AD2), is currently under design revision by a contracted engineering consultant. This lift station is included in the same capital budget but is not included within this contract for construction and is planned for a separate construction tender in January 2025.

The function of all four of these sections of Forcemain is to transport sewage and wastewater from a low elevation within a sewer gravity system and deposit these into a different component of a sewer gravity system. The transportation of sewage requires adequate mechanical pumps, consistent power, and preventative maintenance. The successful completion of this infrastructure will reduce emergency repairs, improve functionality of the lift stations, and is intended to reduce long term operational costs.

1. Request for Award - Tender # 24-13: Lift Station Upgrades

Contract # 24-13: Lift Station Upgrades outlines the installation of infrastructure within communities in Cambridge, Coldbrook, and North Kentville. There were two bids submitted for this tender (substantial completion required by March 14, 2025). The tender closed on July 5, 2024 and staff reviewed the proposed bids for completeness and are recommending the lowest bidder for award.

TO	Committee of the Whole
PREPARED BY	Sarah Burko, Climate Change Project Specialist Greg Barr, Director of Finance & IT
MEETING DATE	July 16, 2024
SUBJECT	By-law 112: Property Assessed Clean Energy Program

ORIGIN

- [2021-2024 Strategic Plan](#) – Strategic Project to Implement a Property Assessed Clean Energy Program
- [March 8, 2021 Council](#) - That Municipal Council direct the CAO to issue a Request for Proposal to engage a qualified consultant(s) to develop a Municipal Property Assessed Clean Energy (PACE) Program as outlined in the February 18, 2021 Committee of the Whole Request for Decision.

RECOMMENDATION

That Committee of the Whole recommend Municipal Council give First Reading to the Property Assessed Clean Energy Program By-law, By-law 112, as attached to the July 16, 2024 Committee of the Whole agenda.

INTENT

For Committee of the Whole to consider the proposed Property Assessed Clean Energy (PACE) Program By-Law, By-law 112.

DISCUSSION

In August 2023, the Municipality issued a Request for Expression of Interest (REOI) for a PACE (or similar) program development to explore and examine the options available that could be considered.

After considering the information contained within the responses to the REOI, the Municipality then developed a Non-Binding Request for Proposals (NRFP) that outlined the specific details for the desired general PACE program. This NRFP was issued in December 2023 and the Municipality intends to award the NRFP to Clean Foundation, a Nova Scotia-based independent, non-governmental environmental charity that has developed a Clean Energy Financing Program. This program is currently being used by 12 other municipalities within Nova Scotia to deliver their PACE programs.

A PACE Program By-law allows the Municipality to have a method of enforcing the payment of financing owing by a homeowner, as enabled by section 81A(1) of the *Municipal Government Act*. Under section 81A(2)(d) of the *Municipal Government Act*, this charge is a first lien on the property until the charge is paid in full.

The Municipality will be working with Clean Foundation to finalize the specific program details, including such things as:

- List of eligible energy upgrades
- Financing rate and terms
- Maximum individual financing amount
- Maximum annual program financing amount
- Participant program fee
- Payment frequency

Request for Decision

All applicable program details will be included in a revised FIN-05-003 Fees Policy and a new PACE Program Policy, both of which will be presented to Council for approval at a later date prior to program implementation.

FINANCIAL IMPLICATIONS

- No significant costs are associated with the development and implementation of the PACE Program By-law.
- The implementation of a PACE program is included as Project 24-3405 in the 2024/25 Budget, which includes funding for the up-front implementation costs.

STRATEGIC PLAN ALIGNMENT

✓	Strong Communities	Enables property owners to access efficiency related technologies, which improves the wellbeing of our community members
✓	Environmental Stewardship	Switching from oil or electric power and heating to more energy efficient means helps to reduce GHGs
✓	Economic Development	The program would generate projects that could be completed by contractors and installers
	Good Governance	
	Financial Sustainability	
	Other	

ALTERNATIVES

- Council may direct the CAO to make amendments to the PACE Program By-law.

IMPLEMENTATION

- Proceed with the by-law approval process as detailed in Part VII *Municipal Government Act*.
- Develop the PACE Program Policy and amend the Fees Policy for Council's review and approval.
- Continue with PACE Program implementation.

ENGAGEMENT

- Implementation of a PACE Program was discussed at previous Committee of the Whole sessions and included in the 2024/25 Strategic Plan.
- Development of a PACE Program was included in the Climate Mitigation and Asset Action Plan, which was adopted by Council.
- PACE Program implementation was included in the 2024/25 Budget previously approved by Council.
- A minimum fourteen days' notice prior to Second Reading provides an opportunity for public comment prior to adoption of the By-law.

APPENDICES

- Appendix A: Proposed Property Assessed Clean Energy Program By-law

APPROVALS

Brad Carrigan, Director, Engineering & Public Works, Lands & Parks July 9, 2024

Scott Conrod, Chief Administrative Officer July 9, 2024

MUNICIPALITY OF THE COUNTY OF KINGS

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BY-LAW #112

PROPERTY ASSESSED CLEAN ENERGY PROGRAM BY-LAW

The Council of the Municipality of the County of Kings pursuant to section 65 and 81A of the *Municipal Government Act*, S.N.S. 1998, c.18 enacts as follows:

SHORT TITLE

1. This By-law shall be known as By-law 112 and may be cited as the *Property Assessed Clean Energy Program By-law* or may be referred to as the *PACE By-law*.

INTERPRETATION

2. In this By-law,
 - (a) **Act** means the *Municipal Government Act*, S.N.S. 1998, c.18.
 - (b) **Director of Finance** means the Director of Finance of the Municipality;
 - (c) **Energy Efficiency Upgrade** means any installation that is permanently affixed to the property and which will result in any of the following:
 - (a) improved energy efficiency and reduced energy use;
 - (b) the generation of renewable energy, or reduced greenhouse gas emissions;
 - (c) is identified as an eligible upgrade in the PACE Program Policy, and meets or exceeds applicable energy efficiency standards as defined in that Policy.
 - (d) **Fees Policy** means the Fees Policy of the Municipality;
 - (e) **MGA** means the *Municipal Government Act*, S.N.S., 1998 c.18, as amended;
 - (f) **Municipality** means the Municipality of the County of Kings;
 - (g) **Owner** means an owner or owners of a Qualifying Property. All owners must consent to participation in the PACE Program.
 - (h) **PACE Customer Agreement** means the written, signed PACE Program Customer Agreement between the Owner and the Municipality for financing of an Energy Efficiency Upgrade;
 - (i) **PACE Program Charge** means the property assessed clean energy improvement charge levied on a property pursuant to s.81A of the MGA;

- (j) **PACE Program Policy** means the policy that lays out the detailed structure and operations of the PACE Program;
- (k) **PACE Program** means the program established by the Municipality under which an Owner may apply for and obtain financing for Energy Efficiency Upgrades;
- (l) **Program Administrator** means the department of the Municipality responsible for operating the PACE Program or a designated 3rd party administrator approved by the Director of Finance;
- (m) **Qualifying Property** means a residential property located within the Municipality subject to any building type restrictions contained in the specific PACE Program in respect of which the financing is sought.

APPLICATION AND APPROVAL

- 3.1 The Owner may apply under the PACE Program for financing of the cost of an Energy Efficiency Upgrade to the Qualifying Property.
- 3.2 Approval of financing shall be subject to the following:
 - 3.2.1 The Owner not being in default of payment of any municipal taxes, rates or charges;
 - 3.2.2 Approval of the Qualifying Property and the Energy Efficiency Upgrade by the Program Administrator;
 - 3.2.3 The Energy Efficiency Upgrade achieves an overall savings to debt ratio for the Owner equal to or greater than the ratio specified in the PACE Customer Agreement, as estimated by a qualified energy assessment generated through the PACE Program, unless otherwise authorized by the Program Administrator;
 - 3.2.4 The execution of a PACE Customer Agreement between the Owner and the Municipality; and
 - 3.2.5 All conditions set out in the PACE Program Policy and PACE Customer Agreement being met.
- 3.3 Financing shall be made available upon receipt by the Director of Finance of notice by the Program Administrator that the agreed Energy Efficiency Upgrade has been completed in accordance with the PACE Customer Agreement and the requirements of the PACE Program Policy.
- 3.4 Energy Efficiency Upgrade financing and payment installment terms, and any other limitations or requirements, shall be in accordance with the PACE Program Policy.

PAYMENT OF CHARGE

- 4.1 The PACE Program Charge may consist of the following:

- 4.1.1 The cost of the Energy Efficiency Upgrade, including all labour costs for installation, permitting fees and applicable taxes, less any federal, provincial or other funding;
- 4.1.2 Applicable PACE Program service fees; and
- 4.1.3 Interest accrued on the charge including any additional interest arising due to any default of payment.
- 4.2 The PACE Program Charge shall become payable on completion of the installation of the Energy Efficiency Upgrade in accordance with the PACE Customer Agreement.
- 4.3 The Director of Finance shall ensure a separate account is kept of all monies due for PACE Program Charges, identifying:
 - 4.3.1 The Owner names, assessment, PID and civic address information of the subject property;
 - 4.3.2 The amount of the PACE Program Charge levied on the property;
 - 4.3.3 The annual interest rate and amount of interest charges included in the PACE Program Charge;
 - 4.3.4 The amount paid on the PACE Program Charge; and
 - 4.3.5 The balance due on the PACE Program Charge.
- 4.4 In the event of default of any payment under the PACE Customer Agreement, the outstanding balance of the PACE Program Charge shall be immediately due and payable. Interest shall accrue on the amount then due and payable at the same rate as applied by the Municipality for unpaid taxes.

LIEN

- 5.1 A PACE Program Charge shall be a first lien on property on which an Energy Efficiency Upgrade is installed and has the same effect as rates and taxes under the Assessment Act.
- 5.2 A PACE Program Charge may be collected in the same manner as rates and taxes under the MGA and, at the option of the Director of Finance, is collectable at the same time and by the same proceedings as taxes.
- 5.3 The lien provided for in this By-law shall become effective on the date on which any funds have been advanced by the Municipality to the Owner for the project.
- 5.4 The lien provided for in this By-law shall remain in effect until the total PACE Program Charge, including interest, has been paid in full.

INTEREST

- 6.1 Interest will be charged on PACE Program Charges at a rate calculated in accordance with the Fees Policy and as agreed to in the executed PACE Customer Agreement.
- 6.2 Interest shall accrue on any PACE Program Charge or portion thereof which remains outstanding from the date of billing.
- 6.3 Interest is payable annually on the entire amount outstanding and unpaid.

By-law Adoption					
First Reading	Notice of Second Reading	Second Reading	Notice of Passing	Certified Copy to Minister	Approval/ Acknowledgement by Minister
July 16, 2024	TBD	TBD			

By-law Amendments					
First Reading	Notice of Second Reading	Second Reading	Notice of Passing	Certified Copy to Minister	Approval/ Acknowledgement by Minister

DRAFT

TO	Committee of the Whole
FROM	Mayor Muttart
BOARD/COMMITTEE	Atlantic Mayors' Congress
CONFERENCE DATE	June 2024
COTW MEETING DATE	July 16, 2024

This organization holds out the opportunity for every Mayor or Warden in each of the Atlantic Provinces to meet, share problems and solutions and bring in speakers of note. Its meetings have been annual, and the location varies depending on the interest of the communities in hosting.

Meetings have been held in Summerside, Charlottetown, Gander, Happy-Landing - Goose Bay (Labrador), Torbay Nfld., and Truro.

Presentations have been received from all senior levels of government and experts in a significant number of areas: ACOA, Departments of Energy, Labour, international service providers, energy experts, fund administrators, FCM and other grant-giving organizations.

This organization is becoming stronger and more relevant as each year passes.

The last session in PEI was as good as any NSFM session (although it is restricted to Mayors/Wardens and Deputies).

Peter

TO	Committee of the Whole
FROM	Mayor Muttart
BOARD/COMMITTEE	International Network of Michelin Cities (INMC)
CONFERENCE DATE	April 15 - 19, 2024
COTW MEETING DATE	July 16, 2024

The international Network of Michelin Cities [INMC] was launched in 2017 by the city of Claremont-Ferrand [the birthplace of Michelin, in France] to promote collaboration, communication and projects between cities from all over the world. The underlying theme [in addition to breakout themes] is primarily in the pursuit and promotion of the circular economy.

Today, the membership representation is 21 cities from three continents [North America, Europe and Asia]. This past year, three of the representative “cities” were from Canada [Bridgewater, Magog and the Municipality of the County of Kings].

Wherever the meetings are held, members of the network [often up to a party of 6] need only pay their flight fee to the location, after which all hotel costs and most meal costs are covered by the host community/city.

The INMC meets every 2nd year. I have had the pleasure of representing our Municipality at meetings in Claremont-Ferrand [France], Vitoria- Gasteiz [Spain], and Anderson [SC, USA].

During COVID, there was a meeting held in Santiago de Queretaro [Mexico] at which many attendees [myself included] chose not to travel and, instead, attend virtually.

As this organization matures, the content of its meetings becomes more valuable and opens up more opportunities for student exchange, staff to staff exchanges, etcetera.

We have established an important link with this organization, and I highly recommend that our new Mayor be authorized to attend.

To have the opportunity to connect, share, interact and exchange ideas and to share problems and solutions with international partners has significant value.

In the past, we have invited the Mayors of Berwick, Kentville, and Wolfville to be part of our delegation [under the umbrella of the membership and associated membership fee of Kings].

In Anderson this year, none of those Mayors took up the opportunity and I chose to extend it to our Regional Enterprise Network officials. Richelle Brown Redden, Kyle Walsh and Gerard d’Entremont for NSCC. Councillor Paula Huntley came as the representative from Kentville, and our Deputy Mayor attended. For them, I think it's fair to say that this was an “eye opener” and an opportunity that they have already begun to expand – to the benefit of our region.

At the Anderson meeting, we decided to change the constitution of the organization such that all cities are invited to apply to become members - whether or not they have a Michelin plant in their

communities. In my opinion this organization will now grow exponentially as will the opportunities that presents to its members.

The 2024 event was held in Anderson, SC. It featured such things as a keynote address from Mr. Richard Florida on the topic of global economic development. You may have Mr. Florida's books in your library.

There were breakout meetings with respect to mobility, sustainable development goals and a variety of other themes. There was one day devoted entirely to travel throughout the state to visit Clemson University, CU-ICAR automotive Innovation Center, and tri-county Technical College workforce readiness complex, all of which were extremely informative.

The following day, meetings included "labs" respecting South Carolina's business opportunities, a viewing of its "corridor of incubators", a session on economic equity, and the meeting of the Mayors at Anderson City Hall to receive presentations from the city of Odessa and the city of Kremenchug, Ukraine.

There was a startup award competition [think Shark Tank] prepared and presented by university students from the various cities.

We should become more active, liaise with Acadia University to have students take advantage of exchanges in the future, and seriously consider partnering with Bridgewater to bring the conference here.

Peter



The 4th Conference of the International Network of Michelin Cities in Anderson

A New Era of Collaborations

From April 15 to 19, 2024, the city of Anderson, South Carolina, hosted the 4th Conference of International Network of Michelin Cities (INMC), a key event in the internationalization policy initiated by Clermont-Ferrand in 2014.

The meetings brought together over 200 participants from 22 cities around the world, marking a decisive step for the network.

The opening ceremony took place at the beautiful University of Anderson, SC under the presidency of Terence Roberts, mayor of Anderson, and Olivier Bianchi, mayor of Clermont-Ferrand.

Their speech highlighted the importance of international partnerships to address the economic, environmental and social challenges of local communities.

Richard Florida, the eminent urban planner and author of the best-selling book "The Rise of the Creative Class", captivated the audience by highlighting the impact of creativity on the economic development of cities. John Houseal, co-founder of Houseal Lavigne, presented innovative strategies for urban planning, enriching the discussions with his forward-thinking perspectives.



Opening ceremony at Anderson University

Beyond the speeches, the following days were structured around various thematic workshops, "labs", each focused on crucial issues of urban development



Presentation of the partnership "Corridor of Incubators"

Collaboration & Partnership

1- The Innovation & Technology Lab, led by Clermont Auvergne Innovation, has demonstrated novelty with the organization of the 1st

INMC StartUp competition, bringing together 14 young companies from 8 member cities. This competition, combined with the **Corridor of Incubators** project led by Magog in Canada, aims to encourage and support StartUp in their international development.

At the end of the competition, an international jury selected the two winning StartUp: 1st prize (Trophy designed by Laurent Sarpedon - 5000 usd + 5000 usd marketing pack) went to Health Evolve Technologies from Anderson and 2nd prize (2000 eur) to CIDECO from Clermont-Ferrand. Both prizes were financed by the INMC.



Mobility Lab for All: sharing expertise

3 - The Environment & Climate Change Lab continued the work initiated at the Regensburg conference on the Sustainable Development Goals (SDGs).

Discussions and presentations by cities focused on renewable energies and energy efficiency (ODD 7), the fight against climate change (ODD 13), and partnerships to achieve these goals (ODD 17), and responded to the commitments of the Querétaro Declaration signed in 2022 at the 3rd INMC Conference.



StartUp and International Jury of the 1st INMC StartUp Award

2 - The issue of sustainable mobility was another major focus of discussions, with a lab bringing together some fifteen cities and led by speaker John Houseal .

Member cities exchanged ideas on innovative solutions to promote a change in behavior towards soft mobility and the electrification of vehicles.

5 cities presented and shared their initiatives and projects.



Lab ODD

Adaptation to Climate Change

4 - The Gender Equality Lab, led by the cities of Clermont-Ferrand and Anderson, was very much appreciated by the fifty or so people present, including the citizens of Anderson. The award-winning 2024 short film – H24-the forbidden cry- on violence against women, presented as an introduction to the lab by the Short Film Festival, opened the way for debate, questions and reflection.

Clermont-Ferrand's presentation of the Gisèle Halimi social center prompted participants to rethink the decision by a city council to open a free, multi-service center.



Creation of a social home for isolated women in Anderson

5 - Finally, the Culture Lab addressed artist mobility. After a very strong cultural presence throughout the Conference- a presentation by artist Adam Rosendahl- Founder of Late Nite Art- involving all delegations in a collaborative creative experience, and the exhibition by New York artist Brian Rutenberg at the Anderson Art Center- the workshop presented a partnership proposal for hosting artists in residence, with the presentation of a charter.

The proposal was supported by feedback from Herman Keith and Diane Simms, 2 Anderson artists in residence in Clermont.



Launch of the partnership "Artist Residencies"

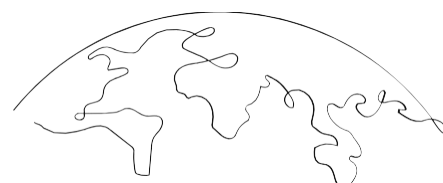
The student program

One of the novelties of the 4th Conference was the creation of a student program, proposed by the Mayor of Querétaro during the 3rd Conference INMC. This program was relaunched in Anderson with the participation of 8 students from 8 INMC cities and students from Anderson, who were able to share their vision of the themes addressed during the Conference. A collaborative laboratory between the universities is currently being considered, with the aim of maintaining and expanding this dynamic and promising working group.



Student presentations on the themes discussed at the 4th Conference

The INMC General Assembly took place at the end of the 4th INMC Conference, bringing together the 19 cities present and 3 more on line, including for the first time the city of Odesa in Ukraine, Regensburg's twin city. There were many exchanges, and the decisions taken validated financial support for 2025 collaborative projects, and strengthened the membership criteria for new cities. A special time was devoted to support for Ukraine, with poignant speeches from the towns of Kremenchuk and Odesa.





INMC General Assembly leaders around the Ukrainian flag

The city of Cuneo in Italy was unanimously voted to host the next Conference in 2026, making its Mayor, Patrizia Manassero, co-president of the INMC for the next 2 years. The Executive Committee was re-elected, with the additional presence of the city of Braga (PT).

The 4th Conference of INMC provided an opportunity to strengthen ties between member cities, and to establish the concrete implementation of collaborative projects for 2025. The enthusiasm, involvement and participation of member cities testify to the network's positive dynamic, and point to a rapid increase in projects.



international network
of michelin cities



TO	Committee of the Whole
SUBJECT	Kings REMO Regional EM Advisory Committee
FROM	Dan Stovel, REMC
COMMITTEE MEETING DATE	July 3, 2024
COTW/COUNCIL MEETING DATE	July 16, 2024

The Kings REMO Regional Emergency Management Advisory Committee met on Wednesday, July 3, 2024.

Key issues of discussion included:

- **Presentation: NS Power**
NSPI Emergency Service Restoration Plan (ESRP)
 - Key Components
 - Formalized Response Trigger Levels
 - Formal Emergency Operations Centre (EOC) & Team
 - EOC Storm Lead responsible for overall restoration response
 - Detailed roles, responsibilities, and standardized reporting for all functions
 - Detailed pre-event planning
 - Comprehensive sub-plans; including
 - High level damage assessment
 - Integrated customer communications
 - Proactive customer coordination initiatives
 - Integrated corporate logistics support
 - Outage response is company-wide
 - Power restoration is led from the Emergency Operations Centre (EOC)
 - 4-Level Response Triggers based on predicted number of customers impacts and predicted hours out
 - Restoration priorities
 - Reactive Public Safety – Emergency Situations
 - NSPI Critical Infrastructure – Transmission & Substations
 - EMO Critical Infrastructure
 - Main line distribution feeders
 - Branch line distribution feeders
 - Individual Service
 - Customer Coordination ESRP
 - Customer outage line – dedicated line 1-877-428-6004
 - 24-hour availability
 - Customized restoration information aligned to customer telephone exchange
 - Automatic outage reporting via telephone

- **NS Guard Update**

The official registration portal for the Nova Scotia Guard is ready to receive applications.

People can identify which skills they can contribute during an emergency and list preferences such as availability, the distance they are willing to travel, and more.

Register at <https://nsguard.ca/>

People can call 211 for help filling out the form, if needed.

- **ECCC Coastal Flooding Prediction and Alerting Program**

Starting in May 2024, Environment and Climate Change Canada (ECCC) will begin implementing a comprehensive coastal flooding prediction and alerting program. This new program will allow our meteorologists to issue coastal flooding alerts and forecasts across most of the country, using both the probability and expected impact of an event. These services will give early warning to emergency management organizations and Canadians about the risk of coastal flooding.

Coastal Flooding – Warning (Nova Scotia):

- Issued on total water levels obtained by combining predicted storm surge heights with astronomical tides and considering the impacts of waves. Site-specific flood thresholds are defined above Highest Astronomical Tide (HAT).
- If the water level is expected to exceed these thresholds, a coastal flooding warning is issued. The height of these flood thresholds above local HAT varies as a function of the infrastructure exposure, range of tide, and the frequency of storm surges and waves.

- **Kings REMO Wildfire Preparedness & Response Plan, Change 2**

REMC presented summary of Changes highlighted for Change 2:

- Administrative:
 - Cover Page – Effective date and Municipal Logo update)
 - Map – page iv (REMO logo and Municipal Logo update)
- Section 1.3 – References (page 4):
 - Updated to current Kings REMO EM Plans
- Section 2.3.1 – Wildfire Frequency (page 6):
 - 18-year period is 20 wildfires per year
- Section 5.2 – Plan Review & Maintenance (page 20):
 - Dates of Review updated with Plan Revision (Change 2)
- Annex E – Lessons Learned
 - Updated with Lessons learned from 2023 Upper Tantallon Wildfire
- Annex G – Wildfires – Public Service Announcements (PSAs)
 - Updated with more examples of PSAs
- Annex H – Wildfires – References
 - Regional update for Kings County Comfort Centres

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE CHANGE 2 TO THE KINGS REMO WILDFIRE PREPAREDNESS AND RESPONSE PLAN, DATED JUNE 2024.

ACTION: Kings REMO REMC will post the amended Plan to Kings REMO Website and upload to WebEOC File Library

- **2024 Wildfire Season**

- Nova Scotia Wildfire Season: March 15 to October 15
- 58 Wildfires across Nova Scotia as of 2024-07-03, and five (5) Wildfires reported in Kings County
- 18-year average for Kings County: 20 wildfires per year

- **2024 Hurricane Season**

2024 forecast to be an 'Above-Normal' Hurricane Season

- 17-25 named storms average 14
- 8-13 Hurricane Strength average 7
- 4-7 Major Hurricanes (Category 3 to 5) average 3
- Peak Atlantic Hurricane Season: Aug-Sep-Oct

- **Extreme Heat Events – Wellness Checks**

- Extreme Heat is a health risk
- As our climate continues to change, extreme heat events/heat waves are expected to increase in frequency, length and severity, resulting in increased health risks for many Canadians
- The document '[Health Checks during Extreme Heat Events](#)' developed by the National Collaborating Centre for Environmental Health (NCCEH) has been distributed across Kings County for awareness.
- [2024-06-18 CTV Morning Show – Kings REMO](#)
- [2024-06-20 CBC Radio Information Morning – Kings REMO](#)

Kings REMO Programs:

- **Kings County Comfort Centres**

www.KingsREMO.ca/comfort.aspx

26 Comfort Centres (as of 2024-07-03)

Woodville Community Centre replacement generator installed

Gibson Woods Community Centre signed Comfort Centre MOU 2024-05-07

Pending Additions (Provincial & Municipality of the County of Kings Generator Program Funding):

- Salvation Army Church (Kentville)
- Morden Community Centre (Morden)
- Bethany Memorial Baptist Church (Aldershot)
- Valley Community Learning Association (Kentville)

REMC is in the process of delivering Comfort Centre Signs to all facilities:

22 of 25 signs delivered



36" x 36" sign
(showing OPEN)



36" x 36" sign
(showing CLOSED)

- **Community Outreach Program**

Total number of 2024 presentations

15 (as of 2024-07-03)

2024-07-29

Kentville Rotary Club

- **Kings REMO Social Media**

Social media offer the opportunity to connect and cooperate with the networked public, take advantage of the capabilities and innovations of virtual volunteers, and to reach people quickly with alerts, warnings, and preparedness messages

Kings REMO actively uses social media to increase community awareness:

- Facebook followers:
 - 6,652 2023-07-17
 - 9,716 2024-07-03 (+ 3,064)
- X followers:
 - 854 2023-07-17
 - 985 2024-07-03 (+ 131)
- Instagram followers:
 - 263 2023-07-17
 - 301 2024-07-03 (+ 38)

- **Vulnerable Persons Registry (VPR)**

Kings REMO working to develop a 'Community of Champions' to increase awareness of the VPR Program

- 2023-09-21 38 registrations
- 2023-10-16 40 registrations
- 2024-01-15 47 registrations
- 2024-04-15 49 registrations
- 2024-07-03 50 registrations

Kings REMO REMC is focused on building a "Community of Champions" to increase awareness of the Kings VPR program

- **Training & Exercises**

ICS Training Schedule

2024 Planned Training – hosted by Kings REMO:

- Apr 24-25: ICS-200
- Jun 27: BEM Course
- Sep 11-13: ICS-300
- Sep 4 ICS-100
- Sep 26 BEM Course (New)
- Oct (tbd) ICS-200 (New)

2024 Planned Exercises

- 2024-04-18 Wildfire-Evacuation Workshop Kings REMO
- 2024-05-29/30 NS EMO Exercise Nova Bravo NS EMO
- 2024-07-11 Hurricane-ECC Activation Exercise Kings REMO
- 2024-11-21 Winterstorm-Shelter Exercise Kings REMO

2024-04-18 Wildfire-Evacuation Workshop After Action Review (AAR)

29 participants from Municipal staff & Agency Representatives

What went well:

- Relevant use of Lessons Learned from Upper Tantallon 2023 Wildfire
- Very well structured, presented & relevant
- A lot of relevant agencies present at the Workshop – useful to have a lot of stakeholders in the same room

Areas for Improvement

- More engagement, time and opportunity for discussion with participants
- Increased number of exercises with participation from Municipal units and Agency Reps
- More maps and relevance to area in Kings County

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE THE APRIL 18th WILDFIRE-ECC ACTIVATION WORKSHOP AFTER ACTION REVIEW

2024-05-30 NSEMO Exercise Nova BRAVO

45 participants from Municipal staff & Agency Representatives

What went well:

- Online Library (WebEOC) is a valuable resource
- Clear, concise and relatable exercise
- Good information sharing session

Areas for Improvement

- Lots of new staff – need more training with more municipal employees
- Increased interaction with staff designated for positions within ECC
- Increased use of GIS technical support to prepare for real-world events

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE THE MAY 30th EXERCISE NOVA BRAVO AFTER ACTION REVIEW

Next Meeting: Monday, January 20, 2025

No Meeting will be scheduled for October 2024 due to Municipal Elections

Committee of Council Reports – July 16, 2024

Board/Committee	Chair/Reporting Councillor/ Members	Date Last/Next Meeting	Report
Asset Management Committee	Dick Killam, Joel Hirtle (Chair), Peter Allen	February 6, 2024 Next: March 5, April 2, 2024	Verbal report provided May 2, 2023
Audit & Finance Committee	Peter Muttart, Emily Lutz, Martha Armstrong, Kevin Davison	February 9, 2024 Next: May 28, September 24, 2024	Recommendations provided May 7, 2024
Centreville Area Advisory Committee	Lexie Burgess, Dick Killam	May 5, 2021 Next: TBD	Written report provided June 1, 2021
Diversity Kings County	June Granger (Vice-Chair), Lexie Burgess (Chair)	March 4, 2024 Next: April 3, July 3, 2024	Verbal report provided May 21, 2024
Fences Arbitration Committee	Peter Allen - Alternate	No meetings	
Fire Services Advisory Committee	June Granger (Reporting Councillor), Lexie Burgess, Tim Harding	May 16, 2024 Next: June 20, 2024	Verbal report provided June 4, 2024
Greenwood Water Utility Source Water Protection Committee	Tim Harding (Chair)	November 16, 2023 Next: TBD	Written report provided November 1, 2022
Joint Accessibility Advisory Committee	Lexie Burgess (Vice-Chair)	December 13, 2023 Next: March 13, June 12, September 11, 2024	Written report provided October 17, 2023
Kingston Area Advisory Committee	Martha Armstrong	No recent meetings	Written report provided October 6, 2020
Lake Monitoring Committee	Tim Harding Alternate - Emily Lutz	July 22, 2020 Next: TBD	
Nominating Committee	Martha Armstrong (Chair), Joel Hirtle (Vice-Chair), Peter Muttart, Peter Allen	January 23, 2024 Next: TBD	Recommendations provided February 6, 2024
Planning Advisory Committee	June Granger (Vice-Chair), Dick Killam, Martha Armstrong (Chair), Peter Allen, Kevin Davison	May 14, 2024 Next: July 9, 2024	Recommendations provided June 4, 2024
Police Services Advisory Committee	June Granger, Joel Hirtle, Tim Harding (Chair), Dick Killam (Vice-Chair), Peter Allen	February 21, 2024 Next: May 15, September 18, 2024	Verbal report provided May 21, 2024
Port Williams Area Advisory Committee	June Granger	No recent meetings	
Regional Sewer Committee	Joel Hirtle (Chair) Alternate - Kevin Davison	February 1 & 22, 2024 Next: April 25, 2024	Recommendation provided August 15, 2023
Sandy Court Source Water Protection Committee	Martha Armstrong	March 18, 2021 Next: March 24, 2022	

External Board and Committee Reports – July 16, 2024

Board/Committee	Reporting Councillor	Last / Next Meeting	Report
Annapolis Valley Regional Library Board	Emily Lutz Alternate - Lexie Burgess	September 2023	Verbal report provided October 3, 2023
Annapolis Valley Trails Coalition Board	Emily Lutz Alternate - Joel Hirtle	November 2023	Verbal report provided November 6, 2023
Canning Source Water Protection Committee	June Granger	No recent meetings?	
Kentville Joint Fire Services Committee	Lexie Burgess, Dick Killam, Peter Allen	September 21, 2023 Next: March 21, 2024	Verbal report provided October 3, 2023
Kentville Water Commission	Lexie Burgess	February 2, 2022 Next: April 6, 2022	Written report provided February 15, 2022
Kings Point To Point Transit Society Board	Tim Harding	February 21, 2024 Next: TBD	Verbal report provided March 5, 2024
Kings Regional Rehabilitation Centre Board	Dick Killam, Tim Harding, Joel Hirtle, Kevin Davison	November 2023 Next: December 2023	Verbal report provided December 5, 2023
<u>Kings Regional Emergency Management Advisory Committee</u>	Peter Muttart Dick Killam	July 3, 2024 Next: January 20, 2025	Written report provided July 16, 2024
Kings Transit Authority Board → Interim Board for 2 years	Peter Muttart	September 21, 2022 Next: Oct. 5, Oct. 19, 2022	
Landscape of Grand Pré Inc. Member	Peter Allen Alternate: Vacant		
Landscape of Grand Pré Inc. Board	Emily Lutz	September 2023	Verbal report provided June 4, 2024
New Minas Source Water Protection Committee	Kevin Davison Alternate: Emily Lutz	January 16, 2022 Next: Feb. 16, 2022	Verbal report provided April 5, 2022
Nova Scotia Federation of Municipalities Board	Martha Armstrong	Fall Conference November 1-4, 2022	Verbal report provided October 18, 2022
Port Williams Source Water Protection Committee	June Granger	March 5, 2024 Next: TBD	Verbal report provided March 5, 2024
Regional Recreation Facility Feasibility Study Working Group	Peter Muttart	November 1, 2021 Next: Dec. 6, 2021	Verbal report provided at November 2, 2021 Council
Trans County Transportation Society (West) Board	Martha Armstrong Alternate - Tim Harding	July 6, 2023 Next: September 20, 2023	Written report provided August 15, 2023
Valley Community Fibre Network (Authority) Board	Joel Hirtle	October 31, 2022 Next: TBD	Verbal report provided November 1, 2021
Valley Regional Enterprise Network Liaison & Oversight Committee	Martha Armstrong, Chair	February 15, 2023 Next: April 19, 2023	Verbal report provided April 4, 2023
Valley Region Solid Waste-Resource Management Authority Board → Interim Board for 2 years	Peter Muttart	September 21, 2022 Next: October 5, 2022	
Western Regional Housing Authority Board	Citizen Member only		
Wolfville Source Water Protection Advisory Committee	Peter Allen	January 13, 2021 Next: April 14, 2021	Written report provided January 19, 2021