

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

**AGENDA**

**February 16, 2016**

**Audio Recording Times Noted in Red  
(minutes:seconds)**

1. Roll Call 00:00
2. Approval of Agenda 00:50 Page 1
3. Business Arising from Minutes Page 2
  - a. January 19, 2016 01:55
4. Approval of Minutes Page 2
  - a. January 19, 2016 02:50
5. EPW, Lands & Parks Services Page 9
  - a. National Disaster Mitigation Program 136:44 Page 11
  - b. Water Extension Request - Glooscap First Nation 169:50
6. Public Safety Page 14
  - a. 911 Street Renaming Project Roll Out Plan 03:40 Page 33
  - b. MGA Review - Recommendations by Nova Scotia Fire Service 33:20 Page 38
  - c. Fire Department Run Count and Breakdown by Responses 53:02
7. Presentations Page 41
  - a. Nova Scotia Federation of Agriculture (10:00am) 64:03 Page 42
  - b. Northeast Kings Education Centre (10:20am) - See [MEDF Application](#) 95:45
  - c. Valley Search and Rescue (10:40am) 114:39
8. Administration Page 43
  - a. Municipal Economic Development Fund (MEDF) - [Click Here for Applications](#)
    - Northeast Kings Education Centre 195:21
    - Lake Paul/Lake George Community Hall 223:06
    - Grand Pré Trails Society 237:45
    - Halls Harbour Community Development Association 256:42
    - Centreville District Community Association 258:08
  - b. Community Festivals & Special Events (CFSE) - [Click Here for Applications](#) Page 51
    - Deep Roots Music Cooperative 260:15
    - St. Joseph's Church Stage Prophets 264:32
    - Burlington Community Club 266:04
  - c. Youth Travel Assistance Program (YTAP) - [Click Here for Applications](#) 267:38 Page 54
  - d. Discussion regarding a Public Meeting on the Owen Road Issue **Deferred**
9. Finance Page 56
  - a. Temporary Borrowing Resolution and Debenture Approval 282:12
10. Councillor Items Page 60
  - a. Warmest Weather Slogan 285:52 Page 61
  - b. Tree Bylaw - [Click Here for Supporting Documents](#) 292:38 Page 63
  - c. Consistency in Providing Grants 302:02
11. Correspondence 321:06 Page 64
  - a. 2016-01-19 Nova Scotia EMO re: Valley Search and Rescue Page 65
  - b. 2016-02-02 AVRSB Invitation to African Youth Talent Night Page 66
  - c. 2016-02-02 Kingston District Fire Department Invitation to Annual Banquet Page 67
  - d. 2016-02-02 Order of Nova Scotia
12. Committee Reports Page 68
  - a. Valley Waste Management Minute January 2016 327:27
  - b. Committee Reports - Other 327:47
13. Other Business 331:10
14. Adjournment 334:03
15. Comments from the Public **None**

**COMMITTEE OF THE WHOLE**  
**January 19, 2016**

**Meeting Date  
and Time**

A meeting of the Committee of the Whole was held on Tuesday, January 19, 2016 at 9:00 am in the Council Chambers, Municipal Complex, Kentville, NS.

**1. Attendance**

All Councillors were in attendance with the exception of Councillor Ennis with notice.

***Results for Roll Call***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

Also in attendance were:

- Tom MacEwan, CAO
- Janny Postema, Recording Secretary

**2. Approval of Agenda**

**On motion of Deputy Warden Hirtle and Councillor Atwater, to discuss the Aviation Business Case Study and to cancel the Special Council meeting.**

**Motion Carried.**

***Results***

For 8  
Against 2

District	Name	Result
District 01	Kim MacQuarrie	Against
District 02	Peter Muttart	Against
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

**On motion of Councillor Winsor and Councillor Atwater, to add possible delay of the closure of the Waterville Airport to the agenda.**

**Motion Defeated.**

***Results***

For 5  
Against 5

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

**3. Business Arising from Minutes**

3a. **December 15, 2015**                      There was no business arising from the December 15, 2015 minutes.

**4. Approval of Minutes**

4a. **December 15, 2015**                      **On motion of Councillor Atwater and Deputy Warden Hirtle, that the minutes of the Committee of the Whole meeting held on December 15, 2015 be approved.**

**Motion Carried.**

***Results***

For 9  
Against 1

District	Name	Result
District 01	Kim MacQuarrie	Against
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

**5. Administration**

5a. **General Aviation Business Case and Governance Study 14 Wing Greenwood**                      The CAO presented the report as attached to the January 19, 2016 Committee of the Whole agenda package.

**On motion of Deputy Warden Hirtle and Councillor Best, to have a general discussion on the Aviation Business Case Study.**

**Motion Carried.**

***Results***

For 8  
Against 2

District	Name	Result
District 01	Kim MacQuarrie	Against
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	Against
District 12	Mike Ennis	-

It was agreed by a show of hands that the Special Council be moved to Friday, January 22, 2016, 1:00am - 1:00 pm. Councillor MacQuarrie noted that her availability depended on being able to make changes to her schedule.

**5b. Kentville Library**

The CAO presented the report as attached to the January 19, 2016 Committee of the Whole agenda package.

**On motion of Councillor Atwater and Councillor Best, that Committee of the Whole recommend that Council confirm that the preferred relocation site for the Kentville Branch of the AVRL is 440 Main Street, Kentville (formerly the United Church of St. Paul and St. Stephen).**

**Motion Carried.**

***Results***

For 9  
Against 1

District	Name	Result
District 01	Kim MacQuarrie	Against
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

12. **Comments from the Public**

It was agreed by a show of hands that members of the public be allowed to provide comments prior to the lunch break after which Council would move in camera.

Comments were provided by:

Paul Easson, Aylesford (Freedom Aviation Society)

Brian Goldie, Greenwood (Central Valley Aircraft/Greenwood Flight Centre)

Chris Cann, Baxter’s Harbour

**Recess**

**On motion of Councillor Bishop and Councillor Winsor, that Committee of the Whole recess for lunch.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

Committee of the Whole recessed at 12:44 pm and reconvened at 1:30 pm.

**Reconvene**

**On motion of Councillor Atwater and Deputy Warden Hirtle, that Committee of the Whole reconvene.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For

District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

**7. In Camera**

Paul LaFleche, Bruce Fitzner and Stephen MacIsaac of the Department of Transportation and Infrastructure Renewal joined the meeting for the in camera session.

**On motion of Councillor Atwater and Deputy Warden Hirtle, that Committee of the Whole move in camera to discuss a contractual matter.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

Committee of the Whole moved in camera at 1:33 pm and returned to open session at 2:54 pm.

**Return to Open Session**

**On motion of Councillor Atwater and Councillor Lloyd, that Committee of the Whole return to open session.**

**Motion Carried.**

***Results***

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

6. **Public Safety**6a. **Planning for a Future Gasoline Shortage**

The CAO presented the report as attached to the January 19, 2016 Committee of the Whole agenda package.

8. **Correspondence**

The CAO provided an overview of the correspondence as attached to the January 19, 2016 Committee of the Whole agenda package.

**On motion of Councillor Muttart and Councillor Raven, that Committee of the Whole receive the correspondence as attached to the January 19, 2016 Committee of the Whole agenda package.**

**Motion Carried.****Results**

For 10

Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

8a. **FCM re: LAMP Funding**

The Warden noted that a public announcement was planned for Friday.

8b. **Nova Scotia Fruit Growers' Association Annual Convention**

The Warden noted that Deputy Warden Hirtle would attend the banquet.

Councillor Bishop offered to attend the opening to provide welcome remarks on behalf of the Warden.

9. **Committee Reports**9a. **Valley Waste Management Minute December 2015**

For information.

9b. **Committee Reports - Other**

Councillor MacQuarrie asked that minute taking and posting of audio recordings of committee meetings be added to a future agenda.

Councillor Bishop provided updates on the Kings Regional Rehabilitation Centre Board, Kings Transit Authority Board and the Wolfville Source Water Protection Advisory Committee.

Deputy Warden Hirtle provided an update on the Valley Waste Resource Management Board and Valley Community Fibre Network Board.

Councillor Best provided an update on the Annapolis Valley Regional Library Board.

Warden Brothers reported on her meeting with Colin Fraser, the new MP for West Nova.

10. **Other Business**

There was no other business.

11. **Adjournment**

**On motion of Councillor Best and Councillor Winsor, there being no further business, the meeting adjourned at 3:27 pm.**

**Motion Carried.**

**Results**

For 10  
Against 0

District	Name	Result
District 01	Kim MacQuarrie	For
District 02	Peter Muttart	For
District 03	Pauline Raven	For
District 04	Brian Hirtle	For
District 05	Wayne Atwater	For
District 06	Warden Diana Brothers	For
District 08	Dale Lloyd	For
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	-

**Approved by:**

Warden Brothers

Janny Postema  
Recording Secretary

<b>Results Legend</b>	
-	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.

# THE MUNICIPALITY OF THE COUNTY OF KINGS

## REPORT TO COMMITTEE OF THE WHOLE

**Subject:** National Disaster Mitigation Program

**From:** Engineering and Public Works/Administration

**Date:** February 16, 2016

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### **Synopsis**

A Councillor Request was submitted on December 8, 2015 regarding two applications submitted to the National Disaster Mitigation Program (NDMP) in 2015. Staff concurs with the request to contact DTIR regarding Meadowview culverts and holding the STP upgrades pending implementation of the Municipality's asset management plan.

### **Background**

In April 2015, the federal government launched the NDMP with a June 30, 2015 deadline for the first round of applications. The NDMP is a 5-year program that provides 50/50 cost sharing for flood mitigation projects in four streams: 1) risk assessments, 2) flood mapping, 3) mitigation planning, and 4) investment in non-structural and small scale structural mitigation projects. Provincial and territorial governments are the eligible funding recipients though they may "collaborate" with other entities such as municipalities.

Staff was "encouraged" by several sources, particularly EMONS, to submit projects that could be implemented in 2015. Given the short timelines and "shovel ready" criteria, the following projects were submitted:

- Regional and Local Sewage Treatment Plant Protection
- Meadowview Community Flood Mitigation

While a lack of funding was cited as to why the applications failed, the process was plagued by a host of problems from the beginning.

On December 8, 2015, Councillor Raven submitted a Councillor Request regarding the potential to resubmit for 2016/17. This report is being submitted to provide feedback on the 2015 application process and Staff's assessment of whether to resubmit these applications.

### **Discussion**

#### **2015 Application Process**

There were a number of difficulties with this situation that, in hindsight, made the prospects of these applications succeeding slim from the onset. The program was only launched by the federal government in April 2015 with an initial deadline for applications of June 30, 2015. To Staff's knowledge, the Municipality never received formal correspondence from either the federal or provincial governments announcing the program's launch. What information was received only came after a notice posted in FCM's April 29, 2015 weekly update email. Further program details and application documents were only available on or about May 15, 2015.

The process was further slowed down by the federal government's requirement that only the provinces and territories could apply for funding although they could "collaborate" with municipalities and other

entities on projects. There certainly seemed to be confusion initially on the administration and funding model for this process. However, there were conflicting messages all around regarding timelines, funding from other provincial departments, and process.

Eventually, Staff was advised to submit a list of flood mitigation projects to EMONS, regardless of jurisdiction, that could be “shovel ready” or otherwise implemented in 2015. Staff prepared an initial project brief and then had to wait for EMONS to finish vetting before they were able to complete the full application and federal environmental assessment screening process. It was only late into the process that it was disclosed that provincial funding was not available and the municipalities had to provide the other half of any funding.

In short, the NDMP’s construct and launch made it that the only projects that municipalities were already committed to tendering in 2015 realistically had a chance at funding. The process in 2015 was always going to be rushed and the process bore the fruit of the accelerated timelines.

#### Future Disposition of Applications

Staff concurs with the suggested motion regarding the Meadowview project. The Meadowview culvert is the jurisdiction of DTIR and has been known to them for several years now. Having said that, Staff must point out that even if this work is carried out, at best it is likely only a partial solution. As noted in the 2012 Drainage Study commissioned by the Municipality, the drainage issues are complex in Meadowview and will be expensive to affect even a partial improvement.

As Council is aware, Staff has started work on a comprehensive Asset Management Plan (AMP) which would provide a better framework to asset any upgrades to our sewage treatment infrastructure. The AMP will integrate, amongst other things, the Municipal Climate Change Action Plan (MCCAP) in the processes to prioritize future capital work. There is time to wait to evaluate it through the AMP once adopted and apply for NDMP funding at that time.

One potential project that could be submitted to the NDMP is the trail restoration between New Minas and Kentville. The project deals with an immediate need (like other successful projects) and we have the ability to move the project forward by Year 3. Staff already has verbal commitments from the provincial Department of Agriculture and the Village of New Minas to participate in the project, which would strengthen the application.

#### Financial Impact

No direct impact to the Municipality at this time. If there is sufficient desire within Council to pursue an application for the Trail Restoration Project, it will be submitted to the budget process for consideration.

#### Recommendation

**BE IT RESOLVED THAT COMMITTEE OF THE WHOLE recommends that MUNICIPAL COUNCIL authorize the Warden to write to NSDTIR to expedite upgrades to the culverts under Brooklyn Street in Meadowview.**

# THE MUNICIPALITY OF THE COUNTY OF KINGS

## REPORT TO COMMITTEE OF THE WHOLE

**Subject:** Water Extension Request - Glooscap First Nation

**From:** Engineering and Public Works

**Date:** February 16, 2016

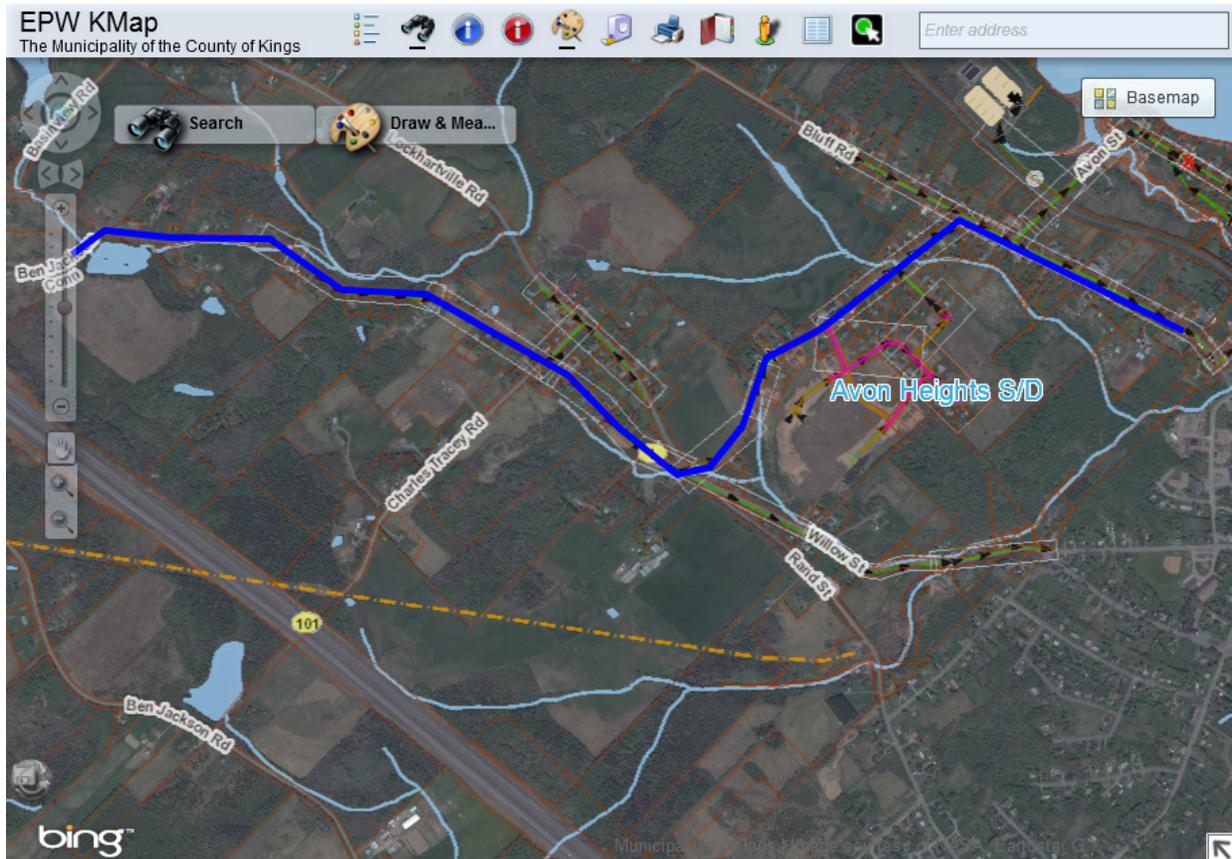
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### Synopsis

Glooscap First Nation has requested the Municipalities of Kings and West Hants to partner in extending central water and sewer to the proposed development at the Ben Jackson Interchange. There is potential to provide central water to existing residents in Avon Heights who have experienced issues with private water utility. Per Policy, Staff is submitting this report for Committee of the Whole to consider pursuing a detailed evaluation of the request.

### Background

On February 2, 2016, Staff received a request from Glooscap Ventures (GV) to partner with them on an extension of the Hantsport Water Utility via Highway 1 to their proposed development at the Ben Jackson Interchange. An aerial photo of the proposed project is shown below.



Staff is submitting this report to gain Council approval to proceed with a feasibility study as per Policy.

### Discussion

Normally, under Policy EPW-04-011 Infrastructure Extension (“the Policy”) it would be the residents requesting the project. In this case, GV is initiating the request. As shown in Figure 1, the proposed project could allow existing residents along Highway 1 and particularly in Avon Heights Subdivision to be connected to the Hantsport Water Utility. Per the Policy, Staff has completed its initial evaluation of the proposed project. A summary of that evaluation is below.

### Service Provider

Central water would be provided by Hantsport Water Utility (Municipality of West Hants) while central sewer would be provided by the County of Kings. GV has retained an engineering consultant to examine both water and sewer systems.

### Preliminary Technical Review

At first glance, it would appear that the Utility would have spare water capacity. The transmission system may need a booster station given the distance and net elevation change from the reservoirs to the proposed development site. The existing transmission systems may need upgrading but that would be between the Utility and GV.

The initial phases of the proposed GV development can be accommodated within the current capacity of the Hants Border sewage treatment plant. However, its capacity may require further examination for the full build-out scenario. Given the proposed uses, an expansion of the existing STP lagoons can be accommodated if needed.

### Regulatory Overview

Both the water and sewer projects would require approval of Nova Scotia Environment and Nova Scotia Department of Transportation and Infrastructure Renewal. While there likely will be conditions to cross over Highway 101, Staff do not foresee any undue impediments to the project receiving approval from NSE and DTIR.

Approval by the Utility and Review Board would be required for the water extension. Although Staff expects a water extension would be approved by the Board, the case would be enhanced if existing residents along Highway 1 and Avon Heights were included in the project scope.

### Policy/Zoning Overview

The draft MPS includes language supportive of this project.

### Conceptual Cost Estimate

Staff expects the costs would be in the \$1.5 million to \$2 million range with the full water and sewer extension and expansion of the Hants Border STP. Most of this cost would be borne by GV. The final breakdown would be determined once the detailed design once the detailed design is finalized.

### Other Information

There is an existing private water utility serving Avon Heights subdivision. Staff is aware of intermittent issues with this private utility. Last fall, the Municipality received requests from some residents asking us to intervene in the situation when the utility ran out of water. It appears that there is a need for the water extension beyond what GV is seeking and they are agreeable to facilitating an extension to service this area within their project. Staff has not had a chance to discuss this option with the private utility owner or the residents. However, this would seem to be a logical action in Step 2.

Given the above, Staff is not aware of any immediate issues that would limit proceeding to Step 2 at this time.

**Financial Impact**

No direct impact at this time. There will be staff time devoted to completing the Step 2 Feasibility Study. Engineering studies and design work will be undertaken by Glooscap Ventures.

**Recommendation**

**BE IT RESOLVED THAT COMMITTEE OF THE WHOLE RECOMMEND that Municipal Council approve sending Glooscap Venture's municipal service extension application to Step 2-Feasibility Study per Policy EPW-04-011 Infrastructure Extension as outlined in the February 16, 2016 Committee of the Whole staff report.**

# 911 Street Addressing Project Implementation Plan

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January 2016



**Municipality of the County of Kings**

Prepared by:

Supervisor  
Administration and Public Safety  
Office of the CAO  
87 Cornwallis Street  
P.O. Box 100  
Kentville, NS



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## Municipality of the County of Kings

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### 911 Street Addressing Project

Administration & Public Safety

January 2016

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## Background

Council was presented, in the fall of 2015, with the names of the approximately 115 streets that are under municipal staff review for a street name change to ensure the safe and timely delivery of emergency services through our network of local roads and streets. The review is warranted since current municipal By-Laws and 911 Street Name Regulations at the provincial level do not allow:

- Streets with duplicate or similar sounding names;
- Streets with the same name that are physically disconnected;
- Streets that are continuous, but have more than one street name with non-sequential numbers.

Staff is addressing the technical matters of this street naming project. With the number of identified streets, staff is aware that this effort will need an implementation plan that will:

- Notify affected property owners that their street is subject to a name or civic address change;
- Notify property owners in how they can have a say in the name change;
- Notify and inform property owners of the criteria for selecting acceptable street names that could be proposed to Council for approval;
- Notify property owners of the critical date when the proposed new street name will come into effect;
- Notify and assist property owners with the information they need to notify others that their address has changed.

What follows is the implementation plan. It is supported by on-line printable and mailed format support documents to notify property owners and assist them with the change.

## Implementation Plan

Letters to identified property owners will be mailed. The letter will provide an explanation as to why their street name will change and indicate how they can submit suggestions for replacement names. The letters will be sent starting March 2016, addressing approximately 10 to 15 streets at a time according to their priority for renaming. Property owners will be notified of the timing of any changes to their street as follows:

- **Letter 1:** Letter 1 notifies property owners informing them that their street name does not comply with 911 addressing criteria; as such their street name is subject to change. Reasons for the changing the name and how they can influence the new street name by providing alternates to the County of Kings by email or on-line application. Property owners will be guided by the “Criteria for Street Naming” guide and access to the County of Kings historic name registry, both contained in the letter as well as posted on-line.
- Property owners will notified in letter 1 they have 30 days to submit their suggestions for a new street name to the County of Kings by mail or email. This information will be posted on the Municipal website.
- The date for a public information session will be provided to affected property owners. This public session will review suggested street names.
- **Letter 2:** Following consideration of the street names proposed by the community, the Civic Address Coordinator will consider an appropriate street name that meets all of the criteria. That new name will be posted on line and sent as a direct mail out notification to affected owners.
- Municipal staff will submit the proposed names to Committee of the Whole, then to Council for approval.
- **Letter 3:** Property owners will be notified by letter of the street name approved by Council. The letter will provide the date when the change will come into effect (*6 months after the date of Council approval*) Property owners will be encouraged to notify those who need change of address notification. A checklist is provided for their convenience on-line.
- Staff will submit the approved names to the NSDTIR for manufacture and installation of the signs immediately upon receiving Council approval for installation at the end of the 6 month time frame.
- IT Staff will revise 911 emergency response mapping, submitting the new street names to the province to update emergency dispatchers data base before the change comes into effect along with notification as to the exact date the street name change becomes effective.

**Brian Desloges**

Civic Address Coordinator

Office of the CAO

Municipality of the County of Kings

## **Sample Letters of Notification**



### **Municipality of the County of Kings**

87 Cornwallis Street  
PO Box 100  
Kentville NS B4N 3W3

Tel: (902) 678-5309  
Fax: (902) 690-2212  
Tel: 1-888-337-2999  
COTW 2016/02/16 Page 17

*Land of Orchards, Vineyards and Tides*

Date

Property Owner  
XX Birch Street  
Coldbrook, NS  
B4N 5T9

**Notice  
Address Change for the Property**

**Letter 1**

RE: 911 Civic Address @ 123 Birch Street, Coldbrook

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Dear Property Owner

Staff has completed a review of all street names across the County to determine which street names are duplicated, sound the same, or have the same name but are physically disconnected.

As a result, your street name falls within one of the prohibitions according to By-Law 96, Civic Addressing. Therefore, staff will recommend to Council a change to your street name to comply with the By-Law which is designed to prevent confusion or cause delays should you require the immediate assistance of police, ambulance, or fire.

The new street name is not yet selected nor is it in effect. Since the naming of streets is an important part to every community, you have an opportunity to submit your suggestions for a new street name. The County of Kings will accept replacement street name suggestions by mail, email and through the website. All names will be screened to ensure they fit the criteria and do not already exist.

Accompanying this letter is a copy of our Criteria for New Street Names. You have 30 days from the date of this letter; until DATE\_\_\_\_\_ to submit your proposal.

Staff will notify you of the date, time, and location of an information session to determine if one name is preferred above any others. Following this meeting staff will recommend the preferred street name to Municipal Council for approval.

The new street name will not come into effect for 6 months following Council approval. That will give you time to prepare for the change. Thirty (30) days before the street name will officially change you will be notified by letter. The letter will be accompanied by a Change of Address Checklist to guide you through those notifications you will be required to make.

*911 Street Address  
123 Birch Street, Coldbrook*

*Page 2*

If you have any questions, please visit our website at [www.countyofkings.ca](http://www.countyofkings.ca) following the link to the 911 Street Name Change Project. It will provide information about the process, how you can have your say, and guide you through updating those agencies, friends and family that will want to know your new address

Our apologies for the inconvenience caused by this change

If you require any additional assistance please contact

Brian Desloges  
Civic Address Coordinator  
Office of the CAO  
Municipality of the County of Kings

[bdesloges@countyofkings.ca](mailto:bdesloges@countyofkings.ca)  
902-678-6141 General Office  
902-690-6117 Direct Line  
902-670-0910 Cell



## Municipality of the County of Kings

87 Cornwallis Street  
PO Box 100  
Kentville NS B4N 3W3  
[www.countyofkings.ca](http://www.countyofkings.ca)

Tel: (902) 690-6117  
Fax: (902) 679-0911  
Tel: 1-888-337-2999  
Email: [bdesloges@countyofkings.ca](mailto:bdesloges@countyofkings.ca)

«OWNER\_NAME»  
«CIVNUMBER» «STREET» «ST\_TYPE» «MAIL»  
«Community», NS

**Letter 2**

{Date}

Dear «OWNER\_NAME»,

Following our meeting of DATE \_\_\_\_\_ to discuss a new name for your street, our Civic Address Coordinator is pleased to propose the following name based on the established criteria for street name selection. The proposed new name is:

{New Name}

The Civic Address Coordinator will recommend this new name to Committee of the Whole seeking approval. If accepted, it will then go to Municipal Council for final approval. Once your new street name has been approved, the effective date will be 6 months from the date of that approval. You will receive correspondence confirming your complete address and the date on which it will be effective.

Your civic (house) number (also) or (did not) change as part of this civic address correction. *Your existing house number sign must be replaced with a new blue and white reflective civic number sign. These are available from most Lion's Clubs in the area (deleted if civic # unchanged).*

Should you require any further information or assistance, please feel free to contact me anytime during office hours (weekdays, 8:30am to 4:30pm) at 902-690-6117 or you can email me at [bdesloges@countyofkings.ca](mailto:bdesloges@countyofkings.ca).

Yours sincerely,

Brain Desloges  
Civic Address Coordinator  
Office of the CAO  
Municipality of the County of Kings



## Municipality of the County of Kings

87 Cornwallis Street  
PO Box 100  
Kentville NS B4N 3W3  
[www.countyofkings.ca](http://www.countyofkings.ca)

Tel: (902) 690-6117  
Fax: (902) 679-0911  
Tel: 1-888-337-2999  
Email: [bdesloges@countyofkings.ca](mailto:bdesloges@countyofkings.ca)

«OWNER\_NAME»  
«CIVNUMBER» «STREET» «ST\_TYPE» «MAIL»  
«Community», NS

**Letter 3**

{Date}

Dear «OWNER\_NAME»,

As the Civic Address Coordinator, I am pleased to announce that Council has approved a new name for your street as follows:

{New Name}

The effective date will be 6 months from the date of that approval, specifically, DATE: \_\_\_\_\_. Staff will provide you with a reminder of this implementation date, providing approximately 30 days notice

The Department of Transportation and Infrastructure Renewal will replace existing street name signs. Since this address change impacts your mailing address, for your convenience, we have prepared a checklist of those contacts you should notify for an address change

Should you require any further information or assistance, please feel free to contact me anytime during office hours (weekdays, 8:30am to 4:30pm) at 902-690-6117 or you can email me at [bdesloges@countyofkings.ca](mailto:bdesloges@countyofkings.ca).

Yours sincerely,

Brain Desloges  
Civic Address Coordinator  
Office of the CAO  
Municipality of the County of Kings

# Support Documents

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**Street Names and Address Change Overview**  
**Criteria for Street Naming**  
**Frequently Asked Questions**  
**Change of Address Checklist**

**MAIL & WEBSITE VERSIONS**

**These support documents will be posted on the  
Municipality of the County of Kings Website**



Municipality of the County of Kings

**Street Names and Address Change Overview**

**MAIL + WEB**

## Importance of Clear Street Names and Civic Numbers

How we name our streets and number buildings in the Municipality of the County of Kings is very important, We must ensure, as required by provincial 911 Regulations and Municipal By-Law that every building has a unique address that is readily understood and easy to locate. We know that street names that are duplicated, one street has more than one name, or one street names sounds like another contradicts street name best practice. The following is just one example of the problem we are experiencing in the County of Kings

Birch Court, Coldbrook - 14 civics  
Birch Drive, Greenwich - 13 civics, two are apartments.  
Birch Street, New Minas - 12 civics,  
Birch Lane, Aylesford Lake - 21 civics,  
Birch Street, 14 Wing Greenwood – 19 civics,

From the emergency management perspective, Coldbrook and Greenwich, New Minas, and Aylesford Lake all have the same ambulance and police responders providing services to these addresses while one fire department responds to two “Birch” address within its response district.

In compliance with 911 Civic Addressing Regulations, the following categories of street names are prohibited and are subject to change;

- 1) Streets with duplicate or similar sounding names and different street designations such as the example above.
- 2) Streets with the same name that are physically disconnected, by a river, farm field or park or highway.
- 3) Streets that are continuous, but have more than one street name with non-sequential numbers.

The decision to change a street name, or allow it to continue in its current format will be guided by the following criteria;

- The potential confusion created for emergency and other services when a street, known by many for a long time, is renamed but is referred to by its previous street name.
- The number of residential and business addresses affected along with the potential cost to them, with emphasis on disruption to the fewest number of property owners as possible.
- The historical significance, or whether the street is a major road
- How long that street name has existed or if the street forms a boundary within an adjacent municipality.
- If the street includes an identifiable landmark within the community or if the street name contributes to a street name theme in the neighbourhood which aids in way finding.

## Next Steps

The list of streets requiring a name change has already been prepared, prioritized and confirmed as non-conforming with street naming regulations by street addressing technicians. This work is complete. That list was presented to Committee of the Whole in the fall of 2015, providing detailed street by street information within each of the current electoral districts.

As soon as advised by Council to proceed, staff will work through the priority list of obvious and necessary street name changes. Councilors and property owners who will be affected will be notified by Municipal staff by mail. Each street discussed will also be posted on the County of Kings website to direct property owners in the method they can contribute name change suggestions. Respondents will have 30 days from the date of posting to suggest street names. .

The notification of property owners on streets requiring a name change will be phased based upon identified priorities, from most critical to least critical. The work of changing names is subject to the ability of staff to handle the approximately 115 streets on the list. Staff anticipates processing no more than 10 to 15 at a time.

The County of Kings will accept replacement street name suggestion by mail, email, and through our web site. The names will be screened to ensure they fit the criteria and do not already exist in the County of Kings or in nearby communities or other Municipal jurisdictions.

The replacement street names will be reviewed by the municipal Civic Address Coordinator, and the Nova Scotia Civic Address Support Group in Truro whose assistance will ensure names meet the 911 civic addressing requirements.

As those affected respond with new street name suggestions, staff will notify affected property owners by mail of a public information session to present those names suggested by residents or staff, receive alternate suggestions, and hear any concerns respecting the change. Staff will review the comments and make their choices based upon the names suggested and compliance with Regulations. The Civic Address Coordinator will recommend the name changes to Council for approval

Following this, property owners affected by a street name or civic address change will be notified and provided with information on how to proceed with changing their address and the exact implementation date.

Staff recommends that the actual change date will be **6 months** following the date of Council approval of the new street name. That will allow businesses to budget for the cost of the

change, for residents who might be out of the country time to become acquainted with and arrange the change, and for the NSDTIR to incorporate the new names into their sign shop for fabrication and installation on the effective date.

## Summary

In a brief and condensed format, the program will be implemented according to the following description;

Letters to identified property owners will be mailed. The letter will provide an explanation as to why their street name will change and indicate how they can submit suggestions for replacement names. The letters will be sent starting March 2016, addressing approximately 10 to 15 streets at a time according to their priority for renaming. Property owners will be notified of the timing of any changes to their street as follows;

- Letters of notification are sent to affected property owners
- The date to receive suggestions for a new name will be provided in the letter and posted on the Municipal website for each of the names selected for change,
- The date for a public information and discussion session to affected property owners will be provided by a separate letter invitation,
- The date for a decision on the name that will be recommended to Council by the Street Address Administrator will be provided at the public information session. The selected names seeking approval will be posted on line.
- Municipal staff will submit the proposed names to Council for approval
- Property owners will be notified by letter of the names approved by Council to change. The letter will include the date when the change will come into effect. That date will be 6 months from the date of Council approval

#### Contact Information

#### **Brian Desloges**

Civic Address Coordinator

Office of the CAO

Municipality of the County of Kings

902-678-6198 County Offices

902-670-6117 Direct Line

[bdesloges@countyofkings.ca](mailto:bdesloges@countyofkings.ca)



## Municipality of the County of Kings

**Criteria for Street Naming**

**MAIL + WEBSITE**

For those who wish to contribute a street name, property owners should be guided by street names that best represent the community by naming a street after people, places, events, or things important to the local area and its people. The following is just an example of how street names are selected;

- For streets to be named after a person, that person should be historically significant, an original land owner, early settler, a military, business, or volunteer figure whose contributions to the community is recognized.
- Streets with the names of flora, avoid overused names such as maple, pine, cedar, or birch as these names already exist elsewhere.
- The street includes an identifiable landmark within the community, or the street name contributes to a theme unique to that community or neighbourhood
- Street names may reflect our role on the national and international stage using the names of past prime ministers, premiers, mayors, wardens or councilors, peacekeeping or military figures
- Street names from our earliest settlers, Mi'Kmaq, Acadian, Loyalists, Europeans
- Streets must avoid the street name followed by the word "Extension" or "Ext." when an existing road is extended.
- Street names should not exceed 26 characters to ensure standard size sign blades can be used.
- The use of names such as south, north, east, or west should be avoided unless it can resolve misunderstandings of segmented long streets, or roads cut into two distinct pieces by a major highway. In these cases, the civic numbers will change for one segment of the road.

#### Contact Information

#### **Brian Desloges**

Civic Address Coordinator

Office of the CAO

Municipality of the County of Kings

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## Municipality of the County of Kings

### Frequently Asked Questions

### MAIL + WEBSITE

#### Why are the names of these streets changing?

The reason for the name change is to resolve public safety concerns. Local RCMP, Paramedics, Fire and Emergency Services strongly agree that the elimination of duplicate, similar sounding, and physically disconnected streets would remove a significant impediment to timely emergency response. Emergency service representative all agree and have stressed that names need to be clear and unique to avoid confusion for emergency services. At the same time clearing up any confusion will help the business sector and the general public when attempting to locate your property.

For clarity, we have heard many reasons why we should not change street names where a duplicate exists, examples such as the “pizza guy can find my property” are commonly cited. While that may be so, delivery of a pizza is not in response to a life threatening event such as a heart attack or house fire. During these events seconds count.

### **Will my street change?**

The streets that need changing are contained in a list that is being reviewed by municipal staff based upon a priority of those streets that pose the highest risk. Other names that meet the criteria for a change, but show less risk and confusion, are still being evaluated by staff and are currently ranked as low priority. It is possible they may come off the list thereby reducing the overall number of streets to be considered.

### **How and when will I find out if my street name will change?**

Letters to identified property owners will provide an explanation as to why their street name will change and indicate how they can submit suggestions for replacement names. The letters will be sent starting March 2016, addressing approximately 10 to 15 streets at a time according to the priority list. Property owners will be notified of the timing of any actual changes to their street name as follows;

- Property owners will be notified by letter of the date when the change will come into effect. That date will be not less than 6 months from the date of Council approval.

### **Are all streets names that sound similar going to change?**

While there are some streets that may have similar sounding names, they are not considered high risk when there is no duplicate civic number, or they are located in different parts of the County making them easier to identify by community name as is the common practice by Dispatchers..

### **The section of my street is not connected to another section with the exact same name, will it change?**

Generally, those streets that are disconnected by a physical barrier such as a river or large highway, results in a higher risk to the public and will result in a name change to one section, of the divided roadway, usually the section with the fewest affected property owners.

### **I thought technology allowed dispatchers to locate callers quickly.**

It is correct that our enhanced 911 is able to locate callers using a land line whether or not a caller is able to complete the call. However, this is not the case with cell phones which remain a concern given the higher proportions of calls now coming by cell. Global Positioning Systems (GPS) is not yet sufficiently developed to ensure the accurate and timely location of people in need of assistance.

### **Are there other concerns as a result of problems with municipal addressing?**

Members of the public and delivery companies have also expressed frustration resulting from missed deliveries or important mail being sent to the wrong address or person.

### **Won't it be time consuming and costly to change my address?**

Most changes of address can be done on line, by phone, or in person at no charge. A checklist to assist residents and businesses in changing their address is provided. All address changes for property tax mailings and notifications sent by the County of Kings will be changed automatically by municipal staff.

### **If my street name is changed will my civic number change?**

No. generally a street name change will not affect your civic number. However, if the confusion can be fixed by changing a few civic numbers rather than changing an entire street name, the civic number will be changed.

### **Will my postal code change?**

No

### **Who do I need to notify that my address has changed?**

It is recommended that affected property owners review the online link to the Change of Address Checklist available at County of Kings website [www.countyofkings.ca](http://www.countyofkings.ca) for information on important service providers and agencies that should be notified by those affected by an address change. This checklist will be included in the mail out to those affected.

### **Will the County of Kings subsidize me for my expenses resulting from an address change?**

The County of Kings does not subsidize property owners for costs incurred as a result of a street name or civic numbering change.

### **How can I find out more information?**

Contact:

#### **Brian Desloges**

Civic Address Coordinator

Office of the CAO

Municipality of the County of Kings

902-678-6198 County Offices

902-670-6117 Direct Line

bdesloges@countyofkings.ca



## Municipality of the County of Kings

### **Change of Address Checklist**

### **MAIL + WEBSITE**

This checklist is intended to help property owners update their address following a street name or civic numbering change. This checklist is general information only and is not necessarily an exhaustive list

**Driver's License and Vehicle Registration**

You are required by law to update the address on your driver's license within 30 days of the date your address change comes into effect.

**Health Card**

Your health card does not show an address, therefore your information will be updated by the card holder, but you will not need a new health card

**Passports**

A change of address does not invalidate your passport. Simply visit Passport Canada's website at [www.cic.gc.ca](http://www.cic.gc.ca) and enter the change of address

**Canada Revenue Agency, Canada Child Tax Benefit, Tax Packages**

It is important to notify revenue Canada with your new Address for tax return and notification purposes, Please visit the Canada Revenue agency website [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca) or call 1-800-959-8281 and enter change address

**Canada Pension Plan, Old Age Security, and Employment Insurance**

If you receive any of these benefits you must change your address with Service Canada to ensure you continue to receive your benefits. Please visit Service Canada's website at [www.servicecanada.gc.ca](http://www.servicecanada.gc.ca) to update your information or drop in to your nearest center to change your address.

**Canada Post**

No action is required by you, the Municipality of the County of Kings will coordinate the address change by notifying Canada Post. They will redirect mail for 90 days

**County of Kings Water/Sewer Utilities and Property Taxes**

No action is required by you. The changes will be taken care of by the County of Kings

**Police, Ambulance, and Fire**

No action is required by you, the Municipality of the County of Kings will coordinate the address change

**Nova Scotia Department of Natural Resources**

No action is required by you, the Municipality of the County of Kings will coordinate the address change

**Nova Scotia Department of Transportation and infrastructure Renewal**

No action is required by you, the Municipality of the County of Kings will coordinate the address change

**Veterans Affairs**

You can update your address change by calling your customer service person at 1-866-522-2122

**Nova Scotia Power**

You can update your address change by calling your customer service department at NS Power or visiting them on line and accessing this information in “my account”

**Banks and Credit Cards**

Notify your banking and credit card providers as soon as possible immediately following the effective date you are notified by the County of Kings of the street names change.

**Phone, Intranet, and Cell Provider**

Notify your service provider as soon as the address comes into effect

**Schools, Colleges, University**

Since most elementary, middle, and secondary schools send notices and student information home, notify them as soon as practical. You may also want to notify your college or university online to receive student information and/or alumni reports and magazines.

**Work**

Notify your employer as soon as the address changes come into effect.

**Insurance**

Call your insurance broker or agent to report the address change as soon as possible

**Other Companies, Organizations, and Contacts**

Remember to update your address with any company or organization that you regularly receive mail from, such as:

- Magazines
- Air Miles or other loyalty programs
- Charities
- Fitness clubs
- Sports teams
- Memberships in groups and organizations

**How can I find out more information?**

Contact:

**Brian Desloges**

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## Municipality of the County of Kings

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### MGA Review – Recommendations by the Nova Scotia Fire Service

Supervisor of Administration & Public Safety

February 2016

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### MGA Review Update

The province is reviewing the MGA. Council would be familiar with that work as a result of municipal input into the MGA through the UNSM. This staff update deals only with the fire services according to specific recommendations proposed by the Fire Services Association of Nova Scotia (FSANS), the “official voice” of the fire service to government during this MGA review. The Department of Municipal Affairs reported the following:

***Public Safety** – Fire services was the focus of **most** feedback in this section, one example is volunteer fire department governance.*

To assist Councillors’ understanding of what that means, the following facts will be helpful:

### Governance - History in Kings County

In December of 2006, a Fire Services Study was presented to Municipal Council recommending fire and emergency services Governance, among other issues, be addressed through a number of recommendations. A Task Force of Municipal staff, Councillors, fire chiefs and firefighters was established to create an Action Plan to implement the 63 recommendations. However, the Study focused on a Governance model that developed a Kings County Fire Authority that removed much of the independence the fire departments enjoyed. The fire chiefs would not participate in the Task Force as long as the Fire Study’s Governance model that created one fire service under the control of municipal government was on the agenda. The Task Force took the recommended Governance model off the table.

That decision did not mean we were without a governance model. The 1998 MGA provides a governance model that we continue to work with today. The MGA grants that a Municipality or

Village may establish a fire fighting force and that force can be provided by a full time, volunteer, or combination fire department. The County of Kings provides this essential service by funding independent volunteer fire departments, incorporated under the Societies Act. As such they are not an “agency” of the Municipality. The 2014 Strategic Plan prepared by staff supports this governance model.

The MGA further provides, through the Fire and Emergency Services Guide prepared by the Nova Scotia Fire Marshal, a registry to assist a municipality decide upon what level of service it needs based upon risk and the adoption of national standards. That allows a framework from which a fire department and its municipality can plan, equip, and train to mitigate risks. That then allows a municipality to decide what services it wants and can reasonably afford.

We have not yet addressed or tied governance to a funding model that is based on level of service that we can afford. Our reliance on how we fund fire services today is not based upon any common direction or agreement between the fire service and this municipality. Rather, the fire chiefs have decided on their own how they plan, equip, train, and establish funding levels to engage in a level of service they want to provide. The result has been significant duplication and redundancy; simply we had too many fire trucks and too many fire departments according to the 2006 Fire Services Study. Following a trail of ever escalating budgets since that Study, Public Safety Staff’s 2014 Strategic Plan came to the same conclusion, yet we continue to increase budgets for more equipment than we need.

The proof can be found in the costs to operate a volunteer fires service. In the 8 years since the Fire Services Study and the 2014/2015 budget, operating grants have increased by 61%, an annual increase of 7.6%. The cost to taxpayers went from \$1,533,000 to \$2,513,000. The Area Rate raised by the fire departments as a direct tax within their fire district for Capital has increased 35%, an annual increase of 4.4%. The cost to taxpayers went from \$1,094,000 to \$1,647,000.

**While our current governance model of a volunteer fire and emergency service meets our needs, leaving the fire departments to determine the level of service each wants to provide and funding to that level of service is not working. We need to improve the funding model by having the County of Kings determine level of service and then fund that service based upon what we can afford to pay. Both based upon a risk assessment and national standards.**

# Governance According to the Nova Scotia Fire Service

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## General Overview

Our Strategic Plan of 2014 calls for the provision of fire services based upon a risk assessment designed to mitigate our problems using techniques and methods that are based upon standards and best practice. It also calls for and describes a unified method to plan, train, equip, and fund our volunteer fire services in a way that is more cost effective for our taxpayers. From the information provided by the Fire Service Association of Nova Scotia during this MGA review, we can see that our own Strategic Plan calling for improvements to the current governance model by the adoption of best practices and standards is in alignment with FSANS recommendations to Municipal Affairs. In their presentation FSANS are focused on those tools that allow a municipality and how its fire service providers to work within a framework of policies and procedures to unify a fire department and municipality should plan, train, equip, and are funded by requiring the following general additions to the MGA:

- Policies that give municipalities the service delivery oversight they need;
- A Risk Management Plan defining risks and hazards so that each municipality can evaluate and determine what funding is necessary and appropriate to mitigate those risks;
- Adoption of national standards appropriate to the type of services municipalities need; and
- Adopt education and training curriculum necessary to provide an efficient service that meets its own needs and that of its neighbours when called upon to assist through Automatic and Mutual Aid, formalized through a Mutual Aid Agreement.

## Governance Specifics

The following **specific comments** were provided to the Department of Municipal Affairs by the Fire Services Association of Nova Scotia that they want to see changed or added to the amended MGA and are quoted herein:

1. Require a Municipality to evaluate fire risks and hazards within their jurisdiction, establishing and maintaining the level of fire service needed to manage the impacts of those estimated risks.

2. There must be a means to measure or evaluate a fire department based upon established provincial standards;
  - i. If a fire service is capable of providing the service it registers to provide;
  - ii. The fire service has adequate liability insurance;
  - iii. Fire and emergency services are not duplicated or redundant;
  - iv. Fire and emergency services do not make a profit providing the service
3. Each fire department is required to be registered with the Municipality in which it provides services.
4. Registration to become an annual requirement with the fire department responsible to notify the municipality if they change response type or level.
5. In the list of registered fire and emergency services a fire department wishes to provide, the municipality must be given the means to verify the education and training levels attained to demonstrate they are able to provide the services they wish to register.
6. Registered fire department shall provide an annual report of activities to the municipality which in turn shall provide an annual report to the Office of the Fire Marshal.
7. Change the word “may” to “shall” respecting municipal grants or lending money, or guarantee a loan to a registered fire department so that a fire department has a means to borrow money for justified capital expenses.
8. Council is given authority to make policies respecting volunteer fire and emergency service providers, those policies to be based upon established national standards.
9. Council may make policies for fire and emergency service providers, changing “may” to “*shall*”. Policies “shall” include:
  - i. Requirements and procedures for registration
  - ii. Personnel policies for those members who are municipal employees of the municipality.
  - iii. The manner of accounting to Council for funds received.
  - iv. Annual meeting to report to “the public”, “*changed to Council*” respecting fire and emergency services

v. Such other matters as are necessary and expedient for the provision of fire and emergency services

10. Require in the MGA the preparation and maintenance of an executed Mutual Aid Agreement between the municipality and all those providing fire and emergency services.

**Change is coming  
These are good changes**

**Leading the way is the Fire Services Association of Nova Scotia, whose membership includes all fire departments in the province, including the 13 fire departments serving Kings County.**

**We should encourage their efforts**

Brian Desloges  
Office of the CAO  
Emergency Management Coordinator  
Supervisor, Administration and Public Safety  
Municipality of the County of Kings




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**Municipality of the County of Kings**

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**Fire Department Run Count and Breakdown by Responses**  
February 2016

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The 13 fire departments provided the following response to demands for fire and emergency services across the County of Kings, the Towns of Berwick, Kentville, and Wolfville, and parts of Annapolis County within their fire districts from January 1, 2015 to December 31, 2015.

### Fire and Emergency Service Types

Fire & Emergency Service Type	2015 Total # of Runs	% of Total
Investigations	63	3.7%
Mutual Aid	216	12.8%
Activated Fire Alarms	257	15.3%
<b>Chimney Fires</b>	<b>62</b>	<b>3.7%</b>
Brush & Woods Fires	57	3.4%
Power Lines Down	28	1.6%
Vehicle Fires	18	0.01%
Motor Vehicle Accidents	313	18.5%
Medical Calls	395	23.4%
<b>Structure Fires</b>	<b>50</b>	<b>3.5%</b>
Other	225	13.5%
<b>Total Number of Calls</b>	<b>1684</b>	<b>January 1, 2015 through December 31, 2015</b>
<b>Previous year's total</b>	<b>1719</b>	<b>January 1, 2014 through December 31, 2014</b>
<b>Decline of 35 calls in 12 months</b>		

## Discussion

### **Structure Fires – 3.5% of the Total**

Historically, the greatest demands for service and the greatest risk to firefighters and citizens were structure fires, predominately, single family homes. As a result, fire departments traditionally planned, equipped, trained, and sought funding for this event along with chimney fires that represented over 35% - 40% of a fire departments call volume in any given year. Over the last 25 years, structure fires (3.5%) and chimney fires (3.7%) have declined significantly. This is a trend throughout Canada. Better Codes and more strict fire inspections are saving lives and protecting property.

### **Medicals, Vehicle Accidents, and Activated Fire Alarms – 57.2% of the Total**

While these three are not the same service type, they represent a newer service that has steadily grown over the last 20 years outpacing traditional fire calls. When compared to structure fires, these call types require fewer fire apparatus and firefighters.

- **Medical Calls – 23.4% of the Total**
- **Motor Vehicle Accidents – 18.5% of the Total**
- **Activated Fire Alarms – 15.3% of the Total**

With an aging population, the trend is toward more medical calls. The province and its ambulance system of paramedics provided by Emergency Health Services have created a medical delivery system that significantly relies on a fire department response for medical calls throughout Nova Scotia. The tendency to involve a fire department for a medical intervention is consistent with trends across Canada which is seeing medical calls dominate demands for fire and emergency services. That means additional training costs to the Municipality to become a Medical First Responder. It also means arriving at a scene with significantly fewer fire apparatus and fewer volunteers than are necessary for a structure fire.

The remaining 13.5% of calls fit into the category of “Other”. That is a catch-all for any 911 call defaulted to a fire department when the call does not fit within the protocols for a police or ambulance response.

## **Synopsis**

This information is useful to emergency management officials when called upon to predict the type and number of fire apparatus they will need to mitigate current and future risks and trends. We typically plan, train, equip, and finance fire departments to deal with their most significant risk, structure fires. While that risk represents only 3.5% of their total number of demands for service, that risk is the benchmark. So we must always be prepared to equip and fund based on the minimum needs for a first response, 15 firefighters in 9 minutes, followed by an ability to respond to an escalating structure fire call that requires more resources, both firefighters and equipment from other fire stations. In the future, when calculating fire department funding, we must factor in this significant decline in structure fire responses, a decline in the number of total calls, and an increasing shift in call types from fires to medical, motor vehicles accidents, and activated alarms.

**Brian Desloges**  
Office of the CAO  
Supervisor, Administration and Public Safety  
Municipality of the County of Kings

## Presentation to Committee of the Whole

<b>Organization:</b>	Nova Scotia Federation of Agriculture
<b>Name of Presenter/s:</b>	Chris van den Heuvel (President), <u>or</u> Kimberly Stokdijk (1 <sup>st</sup> Vice), Lloyd Dyck, 2 <sup>nd</sup> Vice President and Henry Vissers Executive Director will also be attending
<b>Date of Presentation Request:</b>	December or January
<b>Subject:</b>	Agriculture Land and zero taxation of farm land

### **Organization:**

*(Who) Summary of the organization you will represent:*

Since 1895, the Nova Scotia Federation of Agriculture has represented the interests of Nova Scotia's agricultural community. Today our members account for well over 90% of all agricultural production in Nova Scotia. With an organizational structure that includes representation from 13 county and regional federations and 27 recognized agricultural commodity groups, the Federation brings together over 2000 individual farm businesses representing all aspects of primary agriculture in the province.

### **Discussion:**

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

According to the "Is Nova Scotia Running out of Agriculture Land" discussion paper by the Agriculture Land Review Committee, Nova Scotia has a little over 29% (1.57 million hectares) of its land classed as Agriculture. Though classed as Agriculture, some of this land is not being used for Agriculture and is growing in with weeds, brush and trees. Increasing the amount of agricultural land under production in the province will have a significant impact on the economy of Nova Scotia including job creation, farm gate sales and economic spinoff. The Federation would like to share information on developing agriculture land, a land bank program as a strategy, access to crown land for agriculture and a zero taxation policy that can provide support for bringing former and new agriculture land into production.

### **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 Federation would like to provide detail of our policy initiative on agriculture land; land development, land banks, access to crown land and zero taxation on farm land. We are looking for support of our efforts for implementation of a well-rounded program to protect agriculture land.

## Presentation to Committee of the Whole

<b>Organization:</b>	Valley Search and Rescue
<b>Name of Presenter/s:</b>	Ashley Perry / Jeff Franklin
<b>Date of Presentation Request:</b>	February 16, 2016
<b>Subject:</b>	Valley Search and Rescue, Kings County

### Organization:

*(Who) Summary of the organization you will represent:*

**Valley Search and Rescue (VSAR) is the registered Emergency First Response organization responsible for all lost person events and wilderness and remote extraction/treatment in Kings County.**

### Discussion:

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

**We wish to present an update on Valley Search and Rescue, latest developments in Ground SAR, and our relationship with the County.**

**Powerpoint will be used.**

### 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?*

**We wish to present information to Council to contribute to it's familiarity with Valley Search and Rescue, Ground Search and Rescue in general, and how we fit into the Emergency Planning of the County as a whole.**

**We request additional time (20 minutes total presentation time) to present on these various areas. We absolutely will stick to pertinent information which will contribute to the informed decision making of Council, but additional time would be well-used and we would not have to leave relevant information out.**

Sincerely,

**Ashley D Perry  
President  
(902) 670-9568  
aperryvsar@gmail.com**

# THE MUNICIPALITY OF THE COUNTY OF KINGS

## REPORT TO COMMITTEE OF THE WHOLE

**Subject: MEDF Applications - February 1, 2016 Deadline**

**From: Finance**

**Date: February 16, 2016**

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### **Background**

#### **Municipal Economic Development Funds (MEDF) Program**

MEDF's purpose is to discover and develop innovative ideas which will enhance the prosperity of Kings County through local initiatives. It funds projects which:

- Create measurable economic benefits such as employment opportunities, needed infrastructure, local spending;
- Create demonstrable social benefits such as building volunteer capacity, strengthening community networks, managing networking and recreational events, fostering traditions, sharing knowledge, developing skills;
- Invite and encourage community participation.

The Program Guidelines provide that MEDF is more apt to fund projects that:

- Demonstrate long-term value to an organization, community and/or Kings County;
- Attract new businesses or visitors to Kings County;
- Foster cooperation, partnerships and collaboration amongst pertinent groups;
- Provide apprenticeships or other job-training opportunities for local residents.

Applications to the MEDF program are received on quarterly deadlines: May 1, August 1, November 1 and February 1; this is the final intake of the four for this fiscal year.

### **Summary of Applications**

The MEDF allocation for the 2015/2016 fiscal year is **\$259,486** (original budget amount of \$110,000 was increased by transfer of \$149,486 from the Education Surplus). To date, a total of \$179,680 has been awarded to applicants leaving a total of **\$79,806**.

Staff received eight (8) applications received by the February 1, 2016 deadline. The applications are as follows:

	Applicant	Request	Recommend
	<b>MEDF</b>		
1.	<b>Northeast Kings Education Centre</b>	\$50,000	<b>\$50,000</b>
2.	<b>Lake Paul/Lake George Community Centre</b>	\$50,000	<b>\$50,000</b>
3.	<b>Grand Pré Trails Society</b>	\$4,000	<b>\$0.00</b>
4.	<b>Halls Harbour Community Dev. Assoc.</b>	\$2,780	<b>\$2,780</b>
5.	<b>Centreville District Community Dev. Assoc.</b>	\$3,450	<b>\$3,450</b>
	<b>CFSE</b>		
6.	<b>Deep Roots Music Cooperative</b>	\$2,000	<b>\$2,000</b>
7.	<b>St. Joseph's Church Stage Prophets</b>	\$2,000	<b>\$2,000</b>
8.	<b>Burlington Community Club</b> (July 1 <sup>st</sup> - National Holidays do not qualify)	\$500	<b>0</b>
	<b>Total MEDF &amp; CFSE Requested:</b>	\$115,038	
	<b>Total Recommended:</b>		<b>\$110,230</b>

### Review - MEDF Applications

Five (5) MEDF applications were received requesting funding in the total amount of \$110,538.

The applications were reviewed by the Senior Management Team and a summary of the applications and the recommendations are as follows:

#### **1. NKEC Mini-Bus Project**

Total Project Cost: \$182,617.70  
 Applicant's Contribution: \$132,617.70  
**MEDF Request: \$50,000.00**

In 2001 (when NKEC opened), the school (through significant fund raising) purchased a Mini-Bus which would be used to support many of the programs offered by the school. In particular, the Mini-Bus is used to support the following programs:

**Career Access:** Career Access is a program for students in Grade 10-12 who struggle in the academic stream and will be pursuing employment upon high school graduation. Students in the Career Access program are taught skills to prepare for employment such as; resume writing, interview skills, work skills. *Students are also introduced to local employment opportunities and work placements are found for those students with businesses in our community. Often these work placements then lead to full time employment upon graduation.*

**Learning Centre - Transition to Work:** The Learning Centre is a place for all students who have intellectual or physical disabilities to be fully supported. Learning Centre students often graduate from high school at the age of 18 but stay at Northeast Kings Education Centre until they are 21 years old. *Starting in their grade 12 year, these students all begin their 'transition to work' opportunities. As part of their individual programming, suitable work placements are found in the community and typically starting one day each week students*

*will go to their work placement with an Educational Assistant to learn the necessary job skills to be successful once they become independent. Time at the workplace increases as they get closer to departing Northeast Kings Education Centre with the hope that students have found employment and built a relationship with their employers in the community.*

**Cooperative Education:** This is an elective program for all high school students to learn about career options in their community and gain authentic job experience in local businesses. *A classroom teacher helps arrange job placements that suit the interests of each student and the student participates in a 100 hour job placement. Very often this placement leads to part time and summer employment and occasionally becomes an employment opportunity for students upon graduation.*

**Options and Opportunities (O<sub>2</sub>):** This is an exciting high school program which offers students more hands-on learning experiences with a career focus. It is designed to prepare students for successful transitions from high school to work, a career path, or a post-secondary program.

O<sub>2</sub> was first established in 27 schools in the 2006-2007 school year. In 2013-2014, the program involved more than 2,300 students in 58 high schools.

The program focuses on students who may not be fully engaged with their learning and with school, achievement of their academic potential, direction and support in developing career/life pathway, and are prepared to commit to a new approach to their learning. *O<sub>2</sub> provides multiple opportunities for cooperative education, where students learn in community and workplace settings, link their in-school learning to the workplace, and enhance their employability skills.*

*A critical element in the success of O<sub>2</sub> is the participation of the Nova Scotia employers and communities who open their doors to students. Whether it's helping to shape curriculum, attending a career fair or hosting a student for a co-operative education work placement, O<sub>2</sub> gives employers and communities an opportunity to play an active role in the education of our youth and to help create the workforce of the future.*

Reference: <https://www.ednet.ns.ca/O2/>

**Discovering Opportunities (DO):** This is a newly developed program through the Department of Education that started as a pilot program at Northeast Kings Education Centre. Northeast Kings Education Centre is the only school in the Annapolis Valley Regional School board that currently offers this program. This program is designed to support Grade 9 students who have been disengaged with school and have a history of school avoidance. A component of the programming for our DO students is tied to Community Connections and Service Learning. While grade 9 students aren't of an age to be employed in the community, *the teachers in this program find opportunities for our students to*

*work with local trades people and businesses on community projects to both build job skills and to make connections to their local community.*

The Mini-Bus is currently 15 years old and the school has experienced a marked increase in maintenance costs. The current Mini-Bus is not wheel-chair accessible and it is not equipped with seat belts.

The school intends to sell the current Mini-Bus and replace it with a new Mini-Bus that is fully accessible and equipped with seat belts.

### **MEDF Request**

NKEC has requested that the MOK contribute **\$50,000** towards the cost of acquiring a new Mini-Bus.

### **Recommendation**

Staff reviewed the MEDF Application and Staff are satisfied that the project falls within the scope of the MEDF Program Guidelines.

Staff recognize that the Mini-Bus is an integral part of a number of programs offered by the school including the Career Access Program, Learning Centre-Transition to Work Program, Cooperative Education Program, Options and Opportunities Program, and the Discovering Opportunities Program.

These programs create measureable economic benefit such as employment opportunities as well as creating demonstrable social benefits such as sharing knowledge and developing skills. These programs also demonstrate long-term value to the MOK by providing apprenticeship opportunities and job training opportunities.

It is also noteworthy that some of the programs such as the Learning Centre-Transition to Work Program are designed to support students who have intellectual or physical disabilities.

It is recommended that COTW recommend to Council funding for the Mini-Bus Project in the amount of **\$50,000**.

## **2. Lake Paul/Lake George Community Club - Hall Renovation Project**

Total Project Cost:	\$100,700.00
Applicant's Contribution:	\$50,700.00
<b>MEDF Request:</b>	<b>\$50,000.00</b>

The Lake Paul/Lake George Community Centre is a historic building in the community of Lake Paul/Lake George and it is in need of structural renovations. Staff, including the Manager of Engineering and a Building Inspector, performed an on-site review of the building and confirmed that structural renovations are necessary.

The Hall serves as a Community Centre and it hosts functions such as the Annual Fall Fest (Blue Grass Festival) as well as dances, weekly dart games, and other community events. In addition to being the Community Centre, the building is also designated as an EMO Comfort Centre and it is equipped with generators (which were supplied by the MOK).

### **MEDF Request**

The estimated costs of the renovations are approximately \$100,700. The Applicant has requested that the MOK contribute **\$50,000** to the renovation project.

### **Recommendation**

Staff reviewed the MEDF Application and Staff are satisfied that the project falls within the scope of the MEDF Program Guidelines.

The Community Centre serves as a piece of needed local infrastructure and, as such, creates a measurable economic benefit to the community through activities such as the Annual Fall Fest.

The Community Centre also creates demonstrable social benefits such as hosting church services and kids programming.

The Community Centre is also a designated Comfort Centre and the MOK has equipped the building with generators. The nature of the building also invites and encourages community participation in local events.

It is recommended that COTW recommend to Council funding for the renovation project for the Lake Paul/Lake George Community Hall in the amount of **\$50,000**.

### **3. Grand Pré Trails Society**

Total Project Cost:	\$8,000.00
Applicant's Contribution:	\$4,000.00
<b>MEDF Request:</b>	<b>\$4,000.00</b>

The Grand Pré Trails Society is requesting funding in the amount of \$4,000 in support of a project which would provide for the design, publication and sale of a high quality, unique souvenir book on the Landscape of Grand Pré.

While the project has merit, Staff are concerned that the proposed work of the Grand Pré Trails Society may conflict with, compete with or duplicate work that could be performed by the Landscape of Grand Pré Society (which is funded by the Province and the MOK).

Staff are also concerned that the proposed work of the Grand Pré Trails Society may conflict with, compete with or duplicate work that could be performed by the Trails

Coalition (which is funded by the MOK), particularly as it relates to the (yet to be created) Grand Pré section of the Harvest Moon Trailway.

### **Recommendation**

Given the aforementioned concerns, Staff are not recommending funding to the Grand Pré Trails Society.

#### **4. Halls Harbour Community Development Association - Wharf Repair Project**

Total Project Cost:	\$3,088.00
Applicant's Contribution:	\$308.00
<b>MEDF Request:</b>	<b>\$2,780.00</b>

The value of the Halls Harbour as a tourist destination is well recognized. The Wharf Repair Project consists of repairs to the Tide Gauge (the device which tells tourists where the tide is compared to highs and lows) and the walkway to the Wharf (these repairs will permit tourists to access the information signs on the wharf).

### **MEDF Request**

The estimated costs of the repairs are \$3,088.00. The Applicant has requested that the MOK contribute **\$2,780.00** to the repair project.

### **Recommendation**

Staff reviewed the MEDF Application and Staff are satisfied that the project falls within the scope of the MEDF Program Guidelines.

It is recommended that COTW recommend to Council funding for the Wharf Repair Project in the amount of **\$2,780.00**.

#### **5. Centreville District Community Development Association - Website Re-Design & Sign Project**

Total Project Cost:	\$3,967.50
Applicant's Contribution:	\$517.50
<b>MEDF Request:</b>	<b>\$3,450.00</b>

The CDCDA maintains a website which is dated and in need of redesign and updating. The CDCDA members will also need training on the maintenance and upkeep of the new website. In addition, the CDCDA is planning a replacement for the signage board which is located in the heart of the community. The signage board was erected in the 1970's and it is in need of replacement.

A goal of the CDCDA is to attract more families to the area and to better engage businesses and residents in development activities. The new website and the

replacement of the signage board are two of the initiatives that the CDCDA is advancing in support of this goal.

The website will be created by a local web design company (supporting local employment). The website will provide both economic and social benefits to the community. It will be used as a tool for economic development and growth as well as provide a means to promote local and community events and activities.

**MEDF Request**

The estimated cost of the project is \$3,967.50. The Applicant has requested that the MOK contribute **\$3,450.00** to the project.

**Recommendation**

Staff reviewed the MEDF Application and Staff are satisfied that the project falls within the scope of the MEDF Program Guidelines.

It is recommended that COTW recommend to Council funding for the CDCDA Website Re-Design and Signage Project in the amount of **\$3,450.00**.

**SUMMARY OF MEDF APPLICATIONS & RECOMMENDATIONS**

1. Northeast Kings Education Centre (NKEC)	Information for Consideration
<p><b>Request:</b> \$50,000</p> <p><b>Total Project Cost:</b> \$182,617.70</p> <p>Applicant's Contribution: \$132,617.70 (must provide at least 10% of the project's total cost)</p>	<p><b>Funding Request is for:</b> To purchase a new Mini Bus for students to get to activities/events and the bus will be shared in the community.</p> <p><b>Recommendation: \$ 50,000</b></p>
2. Lake Paul/Lake George Community Hall	Information for Consideration
<p><b>Request:</b> \$50,000</p> <p><b>Total Project Cost:</b> \$100,702.53</p> <p>Applicant's Contribution: \$50,702.53 (they have an application into ACOA for the remaining funds) (must provide at least 10% of the project's total cost)</p>	<p><b>Funding Request is for:</b> Renovations to the Lake Paul Lake George Community Hall. The renovations will include: replacement of floor, replacement of new electric heaters, new plumbing, painting and new concrete floor in the crawl space.</p> <p><b>Recommendation: \$ 50,000 contingent on the Applicant receiving the \$50,000 funding from ACOA to complete the project.</b></p>

<b>3. Grand Pré Trails Society</b>	<b>Information for Consideration</b>
<p><b>Request:</b> \$4,000</p> <p><b>Total Project Cost:</b> \$8,000</p> <p>Applicant's Contribution: \$4,000 (must provide at least 10% of the project's total cost)</p>	<p><b>Funding Request is for:</b> To develop a souvenir book on the Landscape of Grand Pré.</p> <p><b>Recommendation: \$0.00</b></p>
<b>4. Halls Harbour Community Development Association</b>	<b>Information for Consideration</b>
<p><b>Request:</b> \$2,780</p> <p><b>Total Project Cost:</b> \$3,088.15</p> <p>Applicant's Contribution: they must provide at least \$308.81 (must provide at least 10% of the project's total cost)</p>	<p><b>Funding Request is for:</b> Repair tide gauge and repair the walkway to the wharf</p> <p><b>Recommendation: \$ 2,780</b></p> <p>(Applicant must provide at least 10% of the project total cost)</p>
<b>5. Centreville District Community Development Association</b>	<b>Information for Consideration</b>
<p><b>Request:</b> \$3,450</p> <p><b>Total Project Cost:</b> \$3,967.50</p> <p>Applicant's Contribution: \$517.50 (must provide at least 10% of the project's total cost)</p>	<p><b>Funding Request is for:</b> Website redesign and replace the signage board to help promote the Growth Centre of Centreville as a place to visit, do business and/or live.</p> <p><b>Recommendation: \$ 3,450</b></p>
<b>Total Recommended MEDF Funding</b>	<b>\$106,230</b>

**Recommended Motions - MEDF:**

1. That Committee of the Whole recommend that Municipal Council approve MEDF funding to the **Northeast Kings Education Centre** in the amount of **\$50,000.00** in support of the purchase of a new Mini Bus.
2. That Committee of the Whole recommend that Municipal Council approve MEDF funding to the **Lake Paul/Lake George Community Hall** in the amount of **\$50,000.00** in support of renovations to the Lake Paul/Lake George Community Hall contingent on them receiving funding from ACOA to complete the project.

3. That Committee of the Whole recommend that Municipal Council decline the application for MEDF funding by the **Grand Pré Trails Society** for the development of a souvenir book on the Landscape of Grand Pré.
4. That Committee of the Whole recommend that Municipal Council approve MEDF funding to the **Halls Harbour Community Development Association** in the amount of **\$2,780.00** in support of repairs to the tide gauge and the walkway to the wharf.
5. That Committee of the Whole recommend that Municipal Council approve MEDF funding to the **Centreville District Community Association** in the amount of **\$3,450.00** in support of the website redesign and replacement of the signage board to help promote the Growth Centre of Centreville.

### **Discussion - Community Festivals and Special Events:**

Three (3) CFSE applications were received requesting funding in the amount of \$4,500. The applications were reviewed by the Senior Management Team and a summary of the applications and the recommendations are as follows:

<b>6. Deep Roots Music Cooperative</b>	<b>Information for Consideration</b>
<p><b>Request:</b> \$2,000</p> <p><b>Allowable Amount:</b> \$2,000 (\$500 per day x 4 days)</p> <p><b>Total cost of the event:</b> \$120,425</p> <p><b>Date and Location:</b></p> <ul style="list-style-type: none"> <li>• September 22<sup>nd</sup> to Sept. 25<sup>th</sup>, 2016</li> <li>• Wolfville, Kentville and surrounding area</li> </ul>	<p><b>Funding Request is for:</b> A four day music festival that includes local musicians as well as those from the Maritimes and across Canada.</p> <p><b>Recommendation:</b> <b>\$2,000.00</b></p>

<b>7. St. Joseph's Church Stage Prophets</b>	<b>Information for Consideration</b>
<p><b>Request:</b> \$2,000</p> <p><b>Allowable Amount:</b> \$2,000 (\$500 per day x 4 days)</p> <p><b>Total cost of the event:</b> \$62,400</p> <p><b>Date and Location:</b></p> <ul style="list-style-type: none"> <li>• May 19<sup>th</sup> to May 22<sup>nd</sup>, 2016</li> <li>• Festival Theatre Building in Wolfville</li> </ul>	<p><b>Funding Request is for:</b> Joseph and the Amazing Technicolor Dream Coat; 6 shows reaching a potential audience of 3,000 people</p> <p><b>Recommendation:</b> <b>\$2,000.00</b></p>

8. Burlington Community Club	Information for Consideration
<p><b>Request:</b> \$500</p> <p><b>Allowable Amount:</b> \$ 0 (July 1<sup>st</sup> - National Holidays do not qualify as per section 5.1 in the MEDF/CFSE guidelines)</p> <p><b>Total cost of the event:</b> \$5,338.30</p> <p><b>Date and Location:</b></p> <ul style="list-style-type: none"> <li>July 1<sup>st</sup>, 2016</li> <li>Burlington Community Hall and grounds</li> </ul>	<p><b>Funding Request is for:</b> County fair/field day held on July 1<sup>st</sup></p> <p><b>Recommendation:</b> <b>\$0</b></p>

<b>Total (Special Events) Recommended</b>	<b>\$4,000</b>
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<b>Total CFSE Requested</b>	<b>\$4,500</b>
<b>Total Recommended CFSE funding</b>	<b>\$4,000</b>

**Recommended Motions - CFSE:**

- That Committee of the Whole recommend that Municipal Council approve Community Festivals and Special Events funding to the **Deep Roots Music Cooperative** in the amount of **\$2,000.00** according to the table attached to the February 16, 2016 agenda package.
- That Committee of the Whole recommend that Municipal Council approve Community Festivals and Special Events funding to the **St. Joseph's Church Stage Prophets** in the amount of **\$2,000.00** according to the table attached to the February 16, 2016 agenda package.
- That Committee of the Whole recommend that Municipal Council not approve Community Festivals and Special Events funding to the **Burlington Community Club** as they do not qualify under the CFSE guidelines.

**Financial Impact for MEDF & CFSE:**

	Applicant	Request	Recommend
	<b>MEDF</b>		
1.	<b>Northeast Kings Education Centre</b>	\$50,000	<b>\$50,000</b>
2.	<b>Lake Paul/Lake George Community Centre</b>	\$50,000	<b>\$50,000</b>
3.	<b>Grand Pré Trails Society</b>	\$4,000	<b>\$0.00</b>
4.	<b>Halls Harbour Community Dev. Assoc.</b>	\$2,780	<b>\$2,780</b>
5.	<b>Centreville District Community Dev. Assoc.</b>	\$3,450	<b>\$3,450</b>

	CFSE		
6.	Deep Roots Music Cooperative	\$2,000	<b>\$2,000</b>
7.	St. Joseph's Church Stage Prophets	\$2,000	<b>\$2,000</b>
8.	Burlington Community Club (July 1 <sup>st</sup> - National Holidays do not qualify)	\$500	<b>0</b>
	<b>Total MEDF &amp; CFSE Requested:</b>	\$115,038	
	<b>Total MEDF &amp; CFSE Recommended:</b>		<b>\$110,230</b>

The MEDF allocation for the 2015/2016 fiscal year is **\$259,486** (original budget amount of \$110,000 was increased by transfer of \$149,486 from the Education Surplus). To date, a total of \$179,680 has been awarded to applicants leaving a total of **\$79,806**.

The total amount of MEDF and CFSE Funding recommended is **\$110,230** which is **\$30,424** more than the amount remaining in the MEDF allocation for the 2015/2016 fiscal year.

The bulk of the MEDF funding consists of grants to NKEC (\$50,000) in support of the Mini-Bus Project and to the Lake Paul /Lake George Community Centre (\$50,000) for the Renovation Project.

There is MEDF Reserve which includes \$36,908 of uncommitted funds and, subject to the approval of Council, this Reserve could be used to fund the recommended applications.

In order to support both Projects and the additional MEDF applications (as recommended by Staff), it is recommended that COTW recommend that Council approve the transfer of **\$30,424** from the MEDF Reserve to the 2015/2016 MEDF budget.

### **Recommended Motion**

That Committee of the Whole recommend that Municipal Council approve the transfer of \$30,424 from the MEDF Reserve to the 2015/2016 MEDF budget.

# THE MUNICIPALITY OF THE COUNTY OF KINGS

## REPORT TO COMMITTEE OF THE WHOLE

**Subject: Youth Travel Assistance Program - November 1, 2015 Deadline**

**From: Finance**

**Date: February 16, 2016**

### Background

Applications to the Youth Travel Assistance Program are received on quarterly deadlines of May 1, August 1, November 1 and February 1.

### Discussion

Staff received six (6) applications for the February 1 2016 deadline. Senior Management has reviewed the applications received during the February 1 intake period. A list of the applications received along with the Staff recommendations are listed below:

<b>Applicant/Competing:</b>	<b>Request</b>	<b>Location/ Dates</b>	<b>Allowable Amount</b>	<b>Staff Recommendation</b>
Daeden Comeau <b>Central European Exhibition Hockey Tour</b>	\$750	Europe August 17- 28 <sup>th</sup> , 2016	\$750 (18.75%)	Funding based upon 18.75% of remaining funds in Youth Travel - \$206
Tristan Wagner <b>Central European Exhibition Hockey Tour</b>	\$750	Europe August 16-27 <sup>th</sup> , 2016	\$750 (18.75%)	Funding based upon 18.75% of remaining funds in Youth Travel - \$206
U18 Boys Axe Volleyball Team <b>Volley Ball Canada National Championships</b>	\$1,300	Saskatchewan May 10-16 <sup>th</sup> , 2016	\$1,300 (32.5%)	Funding based upon 32.5% of remaining funds in Youth Travel - \$358
Raphaella Syzek <b>Junior Olympic Swim Meet</b>	\$500	Maine March 10-14 <sup>th</sup> , 2016	\$400 (10%)	Funding based upon 10% of remaining funds in Youth Travel - \$110
Lindsay Myles <b>U16 Canadian American Eastern Alpine Mid Winter championships</b> (ski racers)	\$400	Ontario Feb 16-22 <sup>nd</sup> , 2016	\$400 (10%)	Funding based upon 10% of remaining funds in Youth Travel - \$110
Eamonn Schwartz <b>United Nations 60<sup>th</sup> Commission on the Status of Women</b>	\$400	New York March 12-22 <sup>nd</sup> , 2016	\$400 (10%)	Funding based upon 10% of remaining funds in Youth Travel - \$110
<b>Total this Quarter</b>		<b>Allowable: \$ 4,000</b>		<b>Recommended: \$1,100</b>

## **Financial Impact**

The annual budget for the Youth Travel Assistance Program is \$10,000 with a remaining balance of \$1,100. This is the final intake of four during the year.

The total of the Allowable Amounts (based upon the application of the Program Guidelines) is \$4,000. There are insufficient funds remaining in the Youth Travel budget to accommodate all of the applications.

Staff have calculated each applicant's percentage of the total Allowable Amounts and the percentage has been included in the above chart.

Staff recommend that each applicant be granted an amount from the remaining \$1,100 relative to their percentage of the total Allowable Amount.

It is worth noting that although the Youth Travel Assistance Program purports to recognize achievements related to athletic, academic and arts and cultural competitions, the eligibility criteria only permit funding for participation in higher levels of competition by athletes that have been selected and/or won their way to compete in a sanctioned event at an Atlantic, National or International level.

While the current language provides ample opportunity for athletes in main line competitive sports, it is overly restrictive to athletes that partake in more artistic or cultural pursuits.

### **Recommendation:**

That Committee of the Whole recommend that Municipal Council approve funding for the Youth Travel Assistance Program in the amount of **\$1,100** according to the table attached to the February 16, 2016 agenda package.

# THE MUNICIPALITY OF THE COUNTY OF KINGS

## REPORT TO COMMITTEE OF THE WHOLE

**Subject:** Temporary Borrowing Resolutions & Debenture Funding  
**From:** Financial Services  
**Date:** February 16, 2016

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### **Background**

The purpose of this report is to seek approval for a Temporary Borrowing Resolution for the refinance of the balloon payment for a 2006 Municipal sewer debenture, together with approval for Debenture Funding for a completed 2015/16 capital project and the balloon payment.

In 2006 the Municipality completed a \$3.7 million upgrade of the Aldershot Sewage Treatment facility. \$685,000 of the cost was financed with a 10 year debenture, amortized over 20 years. When the debenture matures in June, we will have paid \$342,500, and now we must obtain a new debenture for the remaining \$342,500.

### Temporary Borrowing Resolution

A Temporary Borrowing Resolution is the document that Council submits to the Department of Municipal Affairs requesting permission to borrow. Once a project is complete, staff then prepares a funding request for Long-Term Debt, based on the final project debt requirements, for Council's approval and submission to Municipal Finance Corporation. The related Temporary Borrowing Resolution must be active and the amount equal to or greater than the amount of Long-Term Debt being requested.

Council and the Department of Municipal Affairs approved the Temporary Borrowing Resolution for the 2015/16 Capital Projects last July and approved the Temporary Borrowing Resolution for the 2006 debenture at that time. However, we have been advised that we need to request a new Temporary Borrowing Resolution for the \$342,500 balloon payment that is due on June 1, 2016.

### Debenture Funding

The Municipal Finance Corporation places debt on behalf of the Municipal Units twice each year. The payment term is between five (5) and fifteen (15) years after which any outstanding principal amount can be refinanced for the remaining amortization period or paid from municipal operations/reserve funds.

The Municipal Government Act streamlined the process necessary to finalize the debenture issue. Council may now pre-approve the issue with only the final approval necessary if the actual interest rate exceeds that in the resolution (5.5%). The necessary Municipal Finance Corporation pre-approval debenture issue forms will be prepared.

Municipal Units requiring debenture funds from the MFC in the spring of 2016 are requested to make a written commitment.

### Financial Impact

The attached Appendix I summarizes the completed Regional Sewer project, which was intended to be partly financed with long term debt, together with details of the 2006 Debenture to be refinanced. Both Council and the Regional Sewer Committee approved the projects in their respective capital budget processes. Principal and interest payments relating to the project and the balloon that is to be refinanced have been provided for in the Operating Budgets.

Nova Scotia Department of Municipal Affairs (DMA) and the Municipal Finance Corporation (MFC) utilize two ratios when looking at debt approval. The below table reflects our forecasted ratios:

The first ratio is our Forecasted Debt Service<sup>1</sup> as a Percentage % of our Own Source Revenue, after deducting mandatory education expenses. Over the next 5 years we forecast this ratio will not exceed 5.3%, based on the forecast expenditures in the 5-year Capital Budget approved by Council in April 2015. Our Debt Policy sets a limit of 10% and the Department of Municipal Affairs sets a limit of 15%.

The second ratio is Outstanding Debt as a Percentage (%) of Total Taxable Assessment value. Over the next 5 years, we forecast remaining at 0.2% in comparison with our internal policy limit of 5%, the DMA “caution” at 3.5% and limit of 7%. Therefore, we are well within the thresholds as set by both DMA and Municipal policy.

*Table 1 – Forecast Debt Ratios*

<b>Year</b>	<b>Forecast Debt Service as % of Own Source Revenue (Less Mandatory Education Contributions)</b>	<b>Outstanding Debt as % of Uniform Assessment</b>
2015/16	5.3%	0.2%
2016/17	4.9%	0.2%
2017/18	4.5%	0.2%
2018/19	3.6%	0.1%
2019/20	3.3%	0.1%

As of March 31, 2016, the total Municipal debt outstanding will be \$5,762,531. Adding the 2016 debenture of \$250,000 and the \$2,569 refinancing costs for the 2006 debenture will bring the total debt outstanding to \$6,015,100. The principal repayments in 2016/17 will be \$1,216,824, which will result in total debt outstanding at March 31, 2017 of \$4,798,276.

<sup>1</sup> Debt service = annual principal and interest payments required on outstanding debentures

## **Recommendations**

- 1. That Committee of the Whole recommends that Council approve a Temporary Borrowing Resolution for \$345,000 for the refinance of the balloon payment associated with 2006 Aldershot STP Sewer debenture MFC 26-A-1**
- 2. That Committee of the Whole recommends that Council give pre-approval of the Spring 2016 Debenture Issue for \$595,000 as per Appendix I and at an interest rate not to exceed 5.5%.**

**APPENDIX 1  
RECOMMENDED DEBENTURE FUNDING SPRING 2016  
MUNICIPALITY OF THE COUNTY OF KINGS  
COUNCIL MEETING - MARCH 1, 2016**

<b>PURPOSE</b>	<b>DESCRIPTION</b>	<b>ACTUAL COSTS</b>	<b>DEBENTURE AMOUNT</b>	<b>TERM</b>	<b>MAXIMUM RATE</b>	
Aldershot STP Project	2006 Debenture MFC 26-A-1	685,000	\$345,000	10 years	5.5%	Completed
	Less principal payments over past 10 years	<u>342,500</u>				
		342,500				
	ADD: Debt issue costs (.75%)	<u>2,569</u>				
		<u>345,069</u>				
<b>TOTAL MUNICIPAL SEWER BORROWING</b>			<b>\$345,000</b>			
Regional Forcemain Project	Total Project Cost	687,391	\$250,000	10 years	5.5%	Completed
	Less funding from Capital Reserves	<u>(439,252)</u>				
		248,139				
	ADD: Debt issue costs (.75%)	<u>1,861</u>				
		<u>250,000</u>				
<b>TOTAL REGIONAL SEWER BORROWING</b>			<b>\$250,000</b>			
<b>Total Fall 2014 Debenture</b>			<b>\$595,000</b>			

**THE MUNICIPALITY OF THE COUNTY OF KINGS**  
**Councillor Request for Inclusion of Item on Committee of the Whole Agenda**

Date of COTW requested: February 16, 2016

**Note: Except for extraordinary circumstances, requests must be submitted at least ONE WEEK PRIOR to the scheduled COTW meeting.**

Councillor Name: Wayne Atwater  
Date of Request: January 7, 2016  
Title of Item: Warmest Weather Slogan  
Amount of Time Requested: 5 minutes

**Brief description of item/background for this request:**

David Phillips, Senior Climatologist for Environment Canada, made a claim on CBC Radio in December 2015 that "Nova Scotia has the warmest weather in Canada" on a 12-month average.

Here is the explanation he provided:

"Yes, I did make this claim that Nova Scotia is the warmest province/territory in Canada. Several years ago as a complementary study to Weather Winners I did an analysis of the 10 provinces and 3 territories in Canada for a selection of weather variables using the standard 30-year normal. I defined the warmest year-round as the average of all daily temperatures for the year (all 12 months) and compiled the provincial/territorial average by averaging normals for individual stations weighted by the representativeness of the various stations. When all the numbers were compiled for all 13 jurisdictions I determined that Nova Scotia came out to the warmest year-round in Canada.

Here are a few of the averages: Nova Scotia 6.3°C; PEI 5.5°C; New Brunswick 4.5°C; British Columbia 3.6°C and ending with Nunavut at -13.1°C. I have said often that Nova Scotia is the warmest province/territory in Canada as defined by warmest year-round. Nova Scotia also has the mildest winters but is in third place for the hottest summers.

It is not the most rigorous analysis but it is defensible using climate normals and the definition selected for the particular descriptor i.e., warmest year-round."

This statement could be a great marketing tool and a very attractive draw for tourists and potential residents to the area and should be promoted. One way to do this would be to put a slogan on the Kings County website: "The Warmest Weather in Canada".

Given that the statement covers all of Nova Scotia, however, research would have to be done into the legalities of using the slogan on the Kings County website. It could also be investigated whether Kings County/Annapolis Valley has the warmest weather within Nova Scotia and whether it has the most hours of sunshine. Finally, the information could be shared with UNSM/other municipalities in Nova Scotia.

**Expected Outcome:**

In Camera Discussion	<input type="checkbox"/>
For information/discussion purposes only	<input type="checkbox"/>
Recommend an action to the CAO	<input type="checkbox"/>
Promote clarification/renewal or production of a policy or procedure	<input type="checkbox"/>
Recommend a motion for approval by Council	<input checked="" type="checkbox"/>

**Suggested Motion for COTW:**

**That Committee of the Whole recommends that Municipal Council direct the CAO to direct staff to investigate whether the slogan 'The Warmest Weather in Canada' could be placed on the County of Kings website.**

**THE MUNICIPALITY OF THE COUNTY OF KINGS**  
**Councillor Request for Inclusion of Item on Committee of the Whole Agenda**

Date of COTW requested:      January please

***Note: Except for extraordinary circumstances, requests must be submitted at least ONE WEEK PRIOR to the scheduled COTW meeting.***

Councillor Name:              Patricia Bishop

Date of Request:              January 11, 2016

Title of Item:                  Tree Bylaw

Amount of Time Requested:    30 minutes

**Brief description of item/background for this request:**

Late this fall a very large and very old tree was unnecessarily cut down in Port Williams for the construction of a multiplex.

We can protect trees.

Please see the documentation attached.

**Expected Outcome:**

In Camera Discussion	[ ]
For information/discussion purposes only	[ ]
Recommend an action to the CAO	[ ]
Promote clarification/renewal or production of a policy or procedure	[ ]
Recommend a motion for approval by Council	[ x ]

**Suggested Motion for COTW:**

**That Committee of the Whole recommends *that Municipal Council***

***See attached resolution; click [Here](#) for supporting documentation.***

## Municipality of Kings Tree Protection Resolution

Whereas individual trees may be considered important community resources because of unique or noteworthy characteristics or values: and

Whereas especially old trees are a link to the past: and

Whereas a tree may be associated with a notable local or regional historical event, person, structure, or landscape: and

Whereas all trees serve a variety of ecological functions:

- important roost, nesting site, or food source for certain wildlife species;
- play a critical role in stabilizing soil or providing shade needed by other plant or animal species; and

Whereas trees reduce storm runoff and the potential for soil erosion; and

Whereas trees enhance visual and aesthetic qualities that attract visitors and businesses and serve as a source of community image and pride now therefore be it

*Resolved* that the Municipality of the County of Kings:

1. articulate a Tree Policy
2. pass a Tree Protection and Tree Cutting Bylaw
3. prepare a Registry of Heritage Trees
4. appoint a Tree Protection Advisory Committee which may advise the Council respecting any matter conducive to the effect of carrying out the intent and purpose of the Act.
5. appoint a certified arborist to the Tree Protection Advisory Committee

Mover: Patricia Bishop, District 10 Councillor 902-670-3277

**THE MUNICIPALITY OF THE COUNTY OF KINGS**  
**Councillor Request for Inclusion of Item on Committee of the Whole Agenda**

Date of COTW requested: February 16, 2016

***Note: Except for extraordinary circumstances, requests must be submitted at least ONE WEEK PRIOR to the scheduled COTW meeting.***

Councillor Name: Bob Best

Date of Request: January 21, 2016

Title of Item: Consistency in Providing Grants

Amount of Time Requested: 10 minutes

**Brief description of item/background for this request:**

More consistency is needed for providing municipal grants.

E.g. the Appledome can't apply for municipal funding because it is not owned by the Town of Berwick.

E.g. the Kentville Library will receive funding from Kings County but what about the Wolfville and Berwick Libraries?

Committee of the Whole should have a discussion on how to make everything consistent.

**Expected Outcome:**

In Camera Discussion	<input type="checkbox"/>
For discussion purposes	<input checked="" type="checkbox"/>
Recommend an action to the CAO	<input type="checkbox"/>
Promote clarification/renewal or production of a policy or procedure	<input type="checkbox"/>
Recommend a motion for approval by Council	<input type="checkbox"/>

## Emergency Management Office

January 18, 2016



Warden Brothers & Council  
Municipality of Kings County  
87 Cornwallis Street  
Kentville, Nova Scotia  
B4N 3W3.

Warden Brothers,

I am writing this letter to you in support of Valley Ground Search and Rescue capital funding initiatives. In the province of Nova Scotia there are currently 23 volunteer ground search and rescue teams. Of the 23 teams Valley Search and Rescue is one of the busiest in regards to their strong membership of 92 volunteers, a call volume of approximately 8 searches in Kings County in 2015 and countless hours of fundraising efforts by the volunteer members of the team.

Both Provincial and Federal Governments (RCMP) in Nova Scotia support Search and Rescue teams by funding all operational expenses incurred by search events. This also includes liability insurance and a small portion of training expenses. EMO NS also gives each team in the province \$3000.00 a year towards any equipment, training or other advancement the team sees fit.

One cost neither government is unable to provide are capital costs. Capital purchases are very important for volunteer Search and Rescue teams as they are for any emergency service provider in Nova Scotia and unlike most other emergency services, the team has no ability to gain sustainable capital funding. Capital cost cover such items as buildings and vehicles. Both important to not only the response efforts for lost and missing people but supporting the municipality during domestic emergency responses such as evacuations. Any capital funding from a municipal position would greatly support not only the team but the municipality's ability to have another resource to respond during an emergency situations.

If I can answer any questions or concerns you may have, please don't hesitate to contact me directly.

Thank you,

Andrew Mitton  
Emergency Management Planning Officer  
Nova Scotia Emergency Management Office

TO: [Faint recipient name]  
FROM: [Faint sender name]  
DATE: [Faint date]



The Annapolis Valley Regional School Board  
RCH Division invites you to join us at the 12<sup>th</sup> Annual

# African Youth Talent Night

When: Wednesday, February 17, 2016  
Time: 6:30 pm  
Where: Horton High School Performance Centre

Students in the Student Support Worker and  
Native Student Advisor programs are looking forward to  
sharing their talents with you!



Kingston District  
Volunteer  
Fire Department  
**Annual Banquet**  
20 February 2016



**Happy Hour 6:00-7:00 pm • Dinner 7:00-7:45 pm**  
**Awards 8:00 pm • Entertainment**

**RSVP 765-3299 or [lindaalden123@gmail.com](mailto:lindaalden123@gmail.com) (by February 6)**  
**Positive Response Only**

2015  
*brian@taylorphoto.ca*



MEMORANDUM

TO: Mayors and Wardens

FROM: Ms. Glennie Langille  
Chief of Protocol  
Secretary of the Order of Nova Scotia

DATE: January 28, 2016

SUBJECT: ORDER OF NOVA SCOTIA

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The Order of Nova Scotia is the highest honour that the province can bestow on an individual. It recognizes people who have made an exceptional impact on their community and the province. Some individuals who have been invested into the Order of Nova Scotia are household names. Others have enriched the life of our province through acts and deeds that are known to only a few. But they all share one very important thing: they have been nominated by their fellow Nova Scotians for the honour.

As a leader in your community you are in an exceptional position to recognize excellence. I encourage you to promote the Order of Nova Scotia in your community through public speaking opportunities, newsletters, and on social media.

Please find enclosed a poster and nomination forms to distribute to your constituents or, direct them to the Protocol Office's website, [www.gov.ns.ca/prot](http://www.gov.ns.ca/prot) where the nomination form can be downloaded. Should you require additional information or material, please contact Ms. Melanie Fewer, Coordinator of the Order of Nova Scotia Program at (902) 424-2467, or [melanie.fewer@novascotia.ca](mailto:melanie.fewer@novascotia.ca). The closing date for nominations is Friday, March 18, 2016. You can also contact me directly at 902-424-4194 or [glennie.langille@novascotia.ca](mailto:glennie.langille@novascotia.ca).

Thank you for your consideration and co-operation. I look forward to receiving the nominations of deserving Nova Scotians from communities across the province to this prestigious Order.



## Management Minute

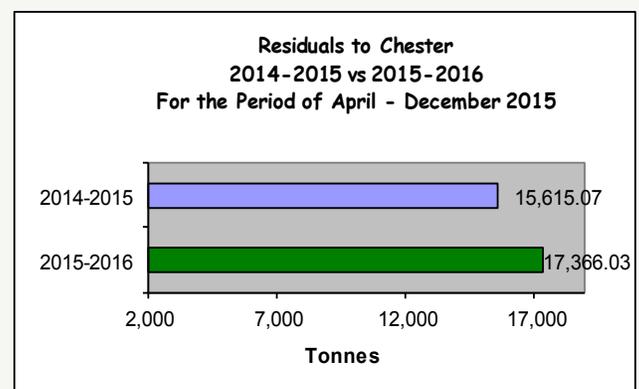
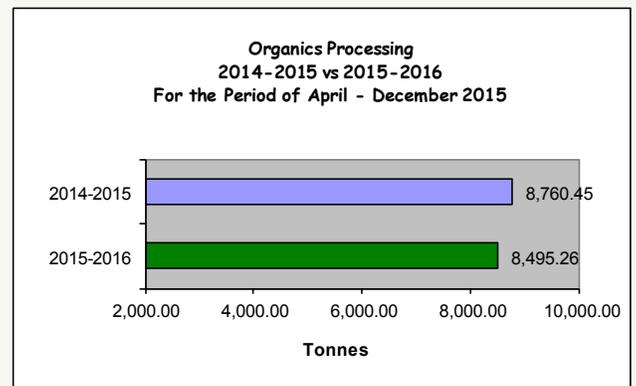
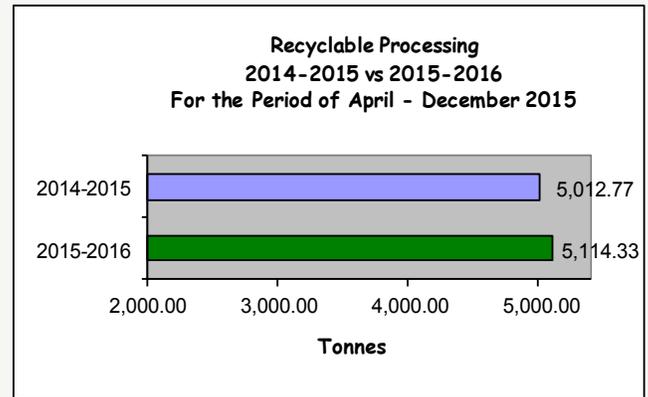
### BUDGET MATTERS

The Valley Region Solid Waste-Resource Management Authority met on January 20, 2016, in keeping with the normal meeting schedule. It was reported that all partners now have the Authority's draft 2016-2017 Operating and Capital Budgets along with explanation notes for review and approval. Following Budget presentations provided by Operations Manager Martin and Communications Manager Garrett, the Municipality of Annapolis County and the Town of Middleton have now formally approved the budgets. All partner municipalities are encouraged to contact staff if a presentation is felt to be of benefit in explaining the 2016-2017 draft budgets and the anticipated surplus from the current year.



### RRFB EDUCATION CONTRACT

The education contract Valley Waste has with RRFB Nova Scotia requires staff to provide a minimum 800 hours of education delivery to residents and businesses in the region. Education staff recently completed the required hours under the contract for 2015/16 and will continue to fulfill education requests and provide education follow-up demands as a result of compliance inspections.



THE MUNICIPALITIES OF ANNAPOLIS AND KINGS AND THE TOWNS OF ANNAPOLIS ROYAL, BERWICK, KENTVILLE, MIDDLETON AND WOLFFVILLE:

YOUR PARTNERS IN WASTE REDUCTION

WWW.VWRM.COM~~902-679-1325~~1-877-927-8300



**PROVINCIAL ACTIVITY—REGIONAL CHAIRS COMMITTEE**

**Regulation Review & Municipal-Provincial Priorities Group** - Nova Scotia Environment has split the proposed regulations based on provincial priority and given to the Priorities Group for discussion. Some areas that may see changes in 2016 include expansion of the Tire Recycling and Electronics Recycling programs along with the introduction of Textile Recycling.

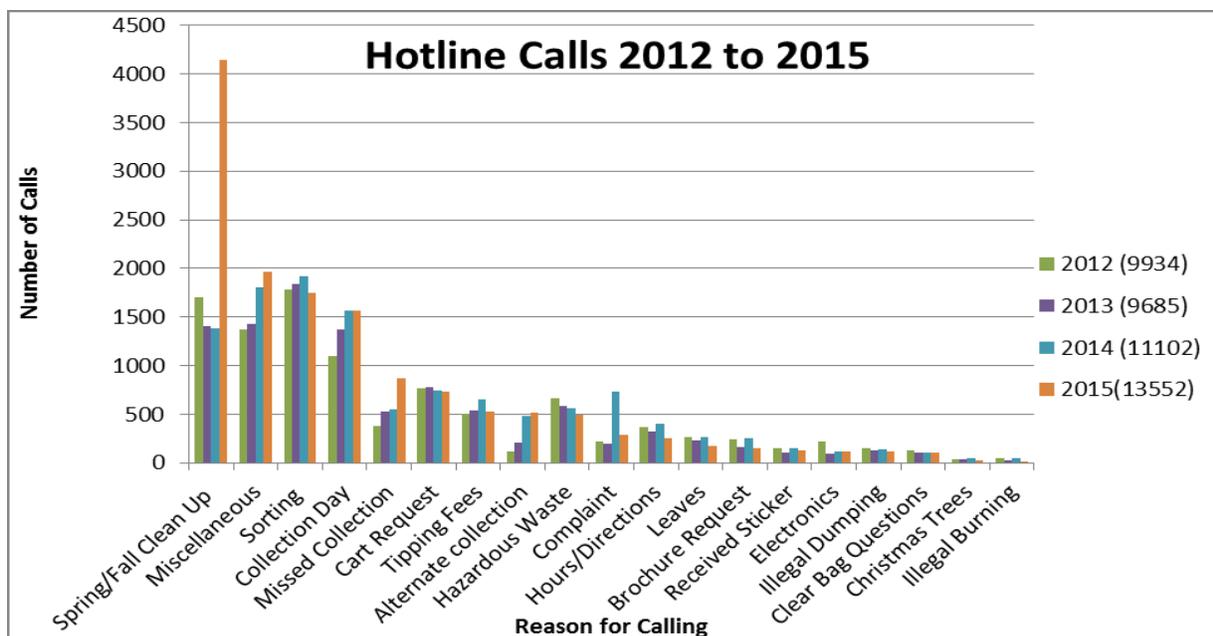
**Waste to Energy** - One of the items included in the potential regulations are changes to Waste-To-Energy (WTE) regulations. It appears that the province is open to allowing some technologies that convert landfill materials into fuel or other energy sources in Nova Scotia. The Priorities Group is discussing whether diversion credits should be allocated for WTE diversion and if so, should the incentives for sending materials to a WTE facility receive the same level of incentive as recycling and composting.

**NEW – Mercury Collection Program** - NS Power will be launching a new program in February to divert mercury containing products from landfill. It will offer the public a free drop off for products containing mercury and provide VWRM authority with storage containers and free collection and disposal of these products.

**Household Hazardous Waste Summit**— A summit held on January 14th in Halifax hosted by RRFB Nova Scotia went well. The presentations were very informative and included: managing batteries, propane cylinders, aerosols, and the mercury collection program. Details were also provided on how other jurisdictions in Canada manage HHW through EPR programs for used oil and oil filters, flammables and compressed gases.

**COMMUNICATIONS UPDATE**

The Hotline at Valley Waste Resource Management was exceptionally busy during 2015. The calls received totaled 13,552; a significant increase from the 11,102 received in 2014. The reason for the increase in volume of calls is due to the reinstatement of the fall clean up and the significant number of winter storm related interruptions or cancellations.



**UPCOMING MEETING**

The next meeting of the Valley Region Solid Waste-Resource Management Authority will be held in keeping with the normal meeting schedule on **Wednesday, February 17, 2016** beginning at 9:00am in the Board Room.