

THE MUNICIPALITY OF THE COUNTY OF KINGS
MUNICIPAL COUNCIL
November 1, 2016
AGENDA

Audio Recording Times Noted in Red
(Minutes:Seconds)

1. Swearing In Ceremony 00:00
2. Declaration of Elected Candidates 06:45
3. Code of Conduct for Elected Municipal Officials 24:30
4. Roll Call 26:55
5. Approval of Agenda 27:30 Page 1
6. Business Arising from Minutes Page 2
 - a. October 4, 2016 Council 37:50
7. Approval of Minutes Page 2
 - a. October 4, 2016 Council 37:50
8. Election of Deputy Mayor 38:45 Page 13
9. Administration
 - a. Second Reading of By-Law 102, The Committees Governance By-Law 46:35 Page 15
 - b. Councillor Appointments to Nominating Committee 47:55 Page 25
 - c. Schedule of Upcoming Meetings and Conferences 52:08 Page 26
 - d. Attendance at Department of Municipal Affairs New Councillor Orientation Session 57:28 Page 27
 - e. Attendance at Union of Nova Scotia Municipalities (UNSM) Fall Conference 58:22 Page 29
 - f. Attendance at Remembrance Day Ceremonies 56:39 Page 31
10. Planning Considerations Page 32
 - a. County-wide Land Use Bylaw Text Amendments to Lot Requirements M1 Zone (File 16-10) 60:00
 - b. Application to rezone property at 1499 Bridge Street, Kingston, from R1-B to C4 (File 16-12) 63:19
 - c. Next Public Hearing Date 67:55
11. Engineering and Public Works, Lands and Parks Services
 - a. Tender Award 16-16 Municipal Complex - Building Construction Removed from Agenda Page 52
12. Recommendation from Police Services Advisory Committee September 29, 2016
 - a. Funding for Domestic Violence/Sexual Assault District Investigator/Coordinator Position 69:40 Page 53
13. Correspondence 91:40
 - a. 2016-09-29 Girl Guides Thank you Page 62
 - b. 2016-09-29 Housing Authority Board Appointment Page 63
 - c. 2016-09-29 Canadian Union of Postal Workers re: Canada Post Review Page 66
 - d. 2016-10-04 NS Provincial Lotteries 10th Anniversary Social Responsibility Charter Page 69
 - e. 2016-10-11 Lake Water Quality Monitoring to Minister of Environment Page 72
 - f. 2016-10-20 Nova Scotia Fruit Growers Association 2017 Annual Convention Invite Page 74
 - g. 2016-10-24 Acadia Performing Arts Series Invite Page 75
 - h. 2016-10-24 Request for Raising of Down Syndrome Flag Page 76
14. Adjournment 100:17
15. Comments from the Public 101:33

MUNICIPAL COUNCIL

October 4, 2016

Meeting Date and Time

A meeting of Municipal Council was held on Tuesday, October 4, 2016 at 6:11 pm in the Council Chambers, Municipal Complex, Kentville, NS following a Public Hearing.

1. Attending

All Councillors were in attendance with the exception of Councillor MacQuarrie with notice. Councillor Winsor arrived during the Public Hearing at 6:03 pm. Councillor Muttart arrived during the in camera session at 6:20 pm.

Results for Roll Call

For 9
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
District 02	Peter Muttart	-
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	For

Also in attendance were:

- Tom MacEwan, CAO
- Jonathan Cuming, Municipal Solicitor
- Melissa Morrison, Recording Secretary

2. Approval of Agenda

On motion of Councillor Atwater and Deputy Warden Hirtle, that Municipal Council approve the October 4, 2016 agenda.

Motion Carried.

Results

For 8
Against 1

District	Name	Result
District 01	Kim MacQuarrie	-
District 02	Peter Muttart	-
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	Against

3. Business Arising from the Minutes

- 3a. **Minutes of September 6, 2016** There was no business arising from the September 6, 2016 minutes.
- 3b. **Minutes of September 28, 2016** There was no business arising from the September 28, 2016 minutes.

4. Approval of Minutes

- 4a. **Minutes of September 6, 2016
&
Minutes of September 28, 2016** On motion of Deputy Warden Hirtle and Councillor Atwater, that the minutes of the Municipal Council meetings held on September 6, 2016 and September 28, 2016 be approved.

Motion Carried.

Results

For 9
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
District 02	Peter Muttart	-
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	For

A unanimous show of hands amended the agenda to allow for a decision on the Planning item from the Public Hearing prior to the In Camera session.

7. Planning Considerations

- 7a. **Application to permit retail uses on property at 1234 Schoolhouse Road, Aylesford (File 15-12)** On motion of Councillor Best and Councillor Atwater, that Municipal Council give Second Reading and approve the text amendment to the Land Use Bylaw permitting retail uses within existing buildings in the Community Facilities (CF) Zone as described in the Appendix B to the supplementary report dated August 2, 2016.

Motion Carried.

Results

For 9
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
District 02	Peter Muttart	-
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	For

5. In Camera

On motion of Councillor Best and Councillor Atwater, that Council move in camera to discuss a personnel matter.

Motion Carried.

Results

For 9
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
District 02	Peter Muttart	-
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	For

Council moved in camera at 6:15 pm and returned to open session at 7:55 pm.

The CAO left during the in camera discussion.

Councillor Muttart arrived at the start of the in camera session at 6:20 pm.

A unanimous show of hands returned Council to open session.

6. Administration

6a. Committee of the Whole
October 18, 2016

A discussion was held regarding whether or not a Committee of the Whole Meeting should be held on October 18, 2016. It was decided that the scheduled October 18, 2016 Committee of the Whole Meeting would be cancelled.

6b. Trans County
Transportation Society -
Medical Shuttle

The CAO presented the report as attached to the October 4, 2016 Council agenda package.

On motion of Councillor Atwater and Deputy Warden Hirtle, that Municipal Council give emergency funds to the Trans County Transportation Society in the amount of \$1,500.

Motion Carried.

Results

For 8
Against 2

District	Name	Result
District 01	Kim MacQuarrie	-
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	Against
District 11	Jim Winsor	Against
District 12	Mike Ennis	For

8. Recommendations from Committee of the Whole September 20, 2016

8a. Blue Route Cycling

The CAO presented the report as attached to the October 4, 2016 Council agenda package.

On motion of Councillor Bishop and Councillor Ennis, that Municipal Council approve funding for the construction of the Grand Pré Trail in an amount not to exceed \$125,000 with the Project to be funded from Account # 01-2-269-996 (\$24,050) and Account # 61-4-460-270 (\$100,950) contingent on the successful negotiation of the lease for the lands necessary for the Grand Pré Trail and further contingent on Bicycle Nova Scotia matching the \$125,000 in MOK Funding.

Motion Carried.

Results

For 10
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
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	For

8b. **Community Hall Assistance Program (CHAP) - Dalhousie Community Club**

On motion of Councillor Lloyd and Councillor Best, that Municipal Council approve Community Hall Assistance Program (CHAP) funding to the Dalhousie Community Club in the amount of \$615.25 in support of site work repairs.

Motion Carried.

Results

For 10
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
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	For

8c. **MEDF - Berwick & District Lions Club**

On motion of Deputy Warden Hirtle and Councillor Atwater, that Municipal Council approve Municipal Economic Development Funds (MEDF) funding for the Berwick & District Lions Club in the amount of \$10,000.

Motion Carried.

Results

For 6
Against 4

District	Name	Result
District 01	Kim MacQuarrie	-
District 02	Peter Muttart	Against
District 03	Pauline Raven	Against
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	Against
District 11	Jim Winsor	Against
District 12	Mike Ennis	For

8d. **MEDF - Acadia University CIS Women's Soccer Championship**

On motion of Councillor Ennis and Councillor Winsor, that Municipal Council approve Municipal Economic Development Funds (MEDF) funding to Acadia University in support of hosting the CIS Women's Soccer Championship in the amount of \$5,000.

Motion Carried.

Results

For 8

Against 2

District	Name	Result
District 01	Kim MacQuarrie	-
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	Against
District 11	Jim Winsor	For
District 12	Mike Ennis	For

8e. **MEDF - Kentville Farmers' Market**

On motion of Deputy Warden Hirtle and Councillor Ennis, that Municipal Council approve Municipal Economic Development Funds (MEDF) funding to the Kentville Farmers' Market in the amount of \$1,650.

Motion Carried.

Results

For 10
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
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	For

8f. **MEDF - Uncommon Common Art**

On motion of Deputy Warden Hirtle and Councillor Lloyd, that Municipal Council take \$5,000 from the Municipal Economic Development Funds (MEDF) reserves to fund Uncommon Common Art.

Motion Carried.

Results

For 10
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
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	For

8g. **Community Festivals & Special Events (CFSE)**

On motion of Councillor Best and Councillor Lloyd, that Municipal Council approve all Community Festivals & Special Events (CFSE) applications as follows:

- Village of Canning \$500
- Annapolis Valley International Town Criers \$3,000
- Horticulture Nova Scotia \$500
- Greenwood Military Aviation Museum Society \$500
- Centreville & District Park & Recreation Association \$500
- Kentville Development Corporation \$500

Motion Carried.

Results

For 10
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
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	For

8h. **Youth Travel Assistance Program (YTAP)**

On motion of Councillor Winsor and Councillor Lloyd, that Municipal Council approve Youth Travel Assistance Program (YTAP) funding in the amount of \$1,825 according to the table attached to the September 20, 2016 agenda package.

Motion Carried.

Results

For 10
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
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	For

8i. **Trails Assistance Funding - Ducks Unlimited Canada**

On motion of Deputy Warden Hirtle and Councillor Lloyd, that Municipal Council approve Trails Assistance funding to Ducks Unlimited Canada in the amount of \$5,000 in support of the Hutt's Marsh project.

Motion Carried.

Results

For 10
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
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	For

8j. **By-Law 102, The Committees Governance By-Law**

On motion of Councillor Atwater and Councillor Winsor, that Municipal Council give first reading to By-Law 102, "The Committees Governance By-Law" as attached to the September 20, 2016 Committee of the Whole agenda package.

Motion Carried.

Results

For 9
Against 1

District	Name	Result
District 01	Kim MacQuarrie	-
District 02	Peter Muttart	For
District 03	Pauline Raven	Against
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	For

8k. **Rationalization of Grants**

On motion of Councillor Atwater and Councillor Ennis, that Municipal Council direct Staff to rationalize all of our grants, in-kind/cash to organizations and to work towards creating a grant funding policy.

Motion Carried.

Results

For 10
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
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	For

9. Recommendations from Fire Services Advisory Committee

9a. Fire Services Funding Formula

On motion of Councillor Atwater and Councillor Best, that Municipal Council maintain the current Funding Formula as set by Fire Commissions through public meetings.

Motion Carried.

Results

For 8
Against 2

District	Name	Result
District 01	Kim MacQuarrie	-
District 02	Peter Muttart	For
District 03	Pauline Raven	Against
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	Against
District 11	Jim Winsor	For
District 12	Mike Ennis	For

10. Correspondence

The CAO gave an overview of the correspondence as attached to the October 4, 2016 agenda package.

On motion of Councillor Atwater and Councillor Best, that Municipal Council receive the Correspondence as attached to the October 4, 2016 agenda package.

Motion Carried.

Results

For 10
Against 0

District	Name	Result
District 01	Kim MacQuarrie	-
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	For

- 10a. Agriculture News August 2016 - NS Department of Agriculture For information.
- 10b. Friends of the Greenwood Library Society Thank-You For information.
- 10c. Aquasize Program Thank-You For information.
- 10d. DTIR Cost Shared Subdivision Streets 2017-18 For information.
- 10e. Hants County Exhibition Tickets For information.
- 10f. Kings Regional Rehab Open House Invite For information.
- 10g. Retirement Judy Carpenter MP For information.

Thank-You

On motion of Councillor Muttart and Deputy Warden Hirtle, Municipal Council expresses thanks to those Councillors who are finished serving on Municipal Council.

Motion Carried.

Results

For 8
Against 2

District	Name	Result
District 01	Kim MacQuarrie	-
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	Against
District 09	Bob Best	For
District 10	Patricia Bishop	For
District 11	Jim Winsor	For
District 12	Mike Ennis	Against

11. Adjournment

On motion of Councillor Muttart and Councillor Atwater, there being no further business, the meeting adjourned at 8:43 pm.

Motion Carried.

Results

For 9

Against 1

District	Name	Result
District 01	Kim MacQuarrie	-
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	For

12. **Comments from the Public**

There were no comments from the public.

Approved by:

Warden Brothers

Melissa Morrison
Recording Secretary

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

THE MUNICIPALITY OF THE COUNTY OF KINGS

REPORT TO COUNCIL

Subject: Election of Deputy Mayor

From: Administration

Date: November 1, 2016

Background:

The Municipal Government Act, Section 16, Deputy Mayor or Deputy Warden states:

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

Bylaw 64, The Meetings and Procedure Bylaw, Sections 2 - 5, Elections state:

2. The Council shall elect a Deputy Mayor at the first meeting after the election of the Council.
3. The election of Deputy Mayor shall be by ballot.
4. Where only one person is nominated for an office and nominations have been closed by resolution, the Chair shall declare that person elected to the office in question, by acclamation.
5. In the election of Deputy Mayor, where more than two persons are nominated and no nominee receives, on the first vote or ballot, a majority of the votes of the Councillors present, the name of the nominee who receives the least number of votes shall be dropped from the vote or ballot and the Council vote again. If a majority of the Councillors are unable to agree upon the choice of a Deputy Mayor, one additional vote shall be held and if the vote is still tied, the Clerk shall determine the Deputy Mayor from the two leading candidates by lot as provided in the Municipal Elections Act.

Term of Office of Deputy Mayor:

At the November 7, 2000 Municipal Council meeting a motion was passed that the term of Deputy Warden be a two-year term.

Suggested Motion:

That Municipal Council determine that the term of office of the Deputy Mayor be a two-year term.

Nomination and Election of Deputy Mayor:

- A. Call for Nominations
- B. Vote
- C. Declaration of Deputy Mayor



BY-LAW # 102

COMMITTEES GOVERNANCE BY-LAW

A BY-LAW TO DEFINE THE MANDATE, ADOPT TERMS OF REFERENCE AND ADOPT MEETING PROCEDURES FOR COMMITTEES ESTABLISHED BY OR APPOINTMENTS TO EXTERNAL COMMITTEES BY THE MUNICIPALITY OF THE COUNTY OF KINGS

WHEREAS By-law 64, 'Meetings and Procedure By-law', establishes the rules and procedures under which meetings of all committees established by Council, except for Committee of the Whole, are to operate; and

WHEREAS Council establishes committees and makes appointments to committees and boards of external bodies that may include any combination of members of the public, members of Council and/or members of Municipal staff;

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

1. DEFINITIONS

Appointee means a Citizen Appointee, Council Appointee or Staff Appointee.

Board means a Board of a body that Council makes appointments to as a matter of law or under the terms of an intermunicipal agreement or memorandum of understanding to which the Municipality is a party.

Citizen Appointee means a member of the public appointed by Council to serve on a Committee or External Committee.

Committee means any committee of Council established or approved by Council on a special, standing or advisory basis with terms of reference approved by Council but does not include the Committee of the Whole.

Council Appointee means a member of Council appointed by Council to serve on a Committee or External Committee.

External Committee means a committee which is not a Committee of Council and may include an external Board, commission, committee, authority or quasi-judicial committee created pursuant to statute or agreement or memorandum of understanding to which the Municipality is a party to.

Regularly scheduled meeting means a committee meeting that is scheduled on a regular basis in accordance with section 2.3 (a).

Staff Appointee means a member of Municipal staff appointed by the CAO and approved by Council to serve on a Committee or External Committee.

Sub-Committee means a committee established by a standing committee of Council with a clear mandate that has a beginning and ending and reports directly to the creating standing committee and may include members of the public, members of Council and/or members of Municipal Staff.

2. GENERAL PROVISIONS

- 2.1 Except as otherwise provided for in this by-law, all Committees and Committee members must conform to the rules governing the procedures of a meeting of Council as outlined in the 'Meetings and Procedure By-law 64'.
- 2.2 Where an Appointee is appointed by Council to an External Committee, the Appointee shall, subject to the by-laws of the External Committee, comply with the provisions of this By-law.

2.3 Attendance and Regularly Scheduled Meetings

- (a) At the first meeting of a Committee in a calendar year, the Committee shall pass a motion setting the schedule for regularly scheduled meetings of the Committee for the year and report the schedule back to the Municipal Clerk. In determining the frequency of regularly scheduled meetings, the Committee shall consider the nature of the Committee, the Committee's Terms of Reference and the Committee's objectives and shall set the schedule on a recurring basis weekly, monthly, quarterly, biannually or annually, as deemed necessary by a majority of the Committee members.
- (b) The Committee Chair shall ensure that attendance of Committee members is recorded in the minutes of the meeting.

2.4 Absenteeism, Alternates and Vacancy

- (a) Attendance of Council Appointees and Citizen Appointees shall be reported by the Chair of the Committee to the Municipal Clerk on a quarterly basis. Council Appointees and Citizen Appointees to an External Committee shall each report his or her personal attendance to the Municipal Clerk on a quarterly basis. A report of attendance of all Council Appointees and Citizen Appointees on both internal Committees and External Committees shall be prepared by the Municipal Clerk and submitted to Council on a quarterly basis.
- (b) Subject to section 2.4 (d), if any member of a Committee is absent for three (3) regularly scheduled consecutive meetings without cause acceptable to the Committee, the person ceases to be a member.

- (c) The Chair of the Committee shall immediately notify the Municipal Clerk of a vacancy, and the Council shall fill the vacancy.
- (d) In the event that a Council Appointee is unable to attend a regularly scheduled meeting of either a Committee or an External Committee, as the case may be, the Council Appointee shall make every effort to arrange for another Council member as an alternate. For the purposes of section 2.4 (b), the absence of a Council Appointee shall not count provided that an alternate Council member has agreed to attend in advance.
- (e) Any Citizen Appointee to a Committee or External Committee who is absent without acceptable cause to Council for more than thirty per cent (30%) of the regularly scheduled meetings since their term of appointment will not be eligible for reappointment.
- (f) A member of a Committee of Council who intends to leave a meeting before the meeting is adjourned must inform the Chair of this intention either at the start of the meeting or prior to leaving.
- (g) The quarterly payment of any honorarium payable by the Municipality to a Citizen Appointee pursuant to FIN-05-002 shall be reduced pro rata on a per meeting basis for each meeting missed by the Citizen Appointee in the previous three month period.

2.5 Mayor as Ex-Officio Member of Committees

- (a) Subject to the Terms of Reference of any Committee, the Mayor of the Municipality is *ex-officio* a member of every Committee or Sub-Committee;
- (b) Where a Committee is established by reference to a particular number of members without specifically providing for the membership of the Mayor of the Council, such number is automatically increased by one, being the Mayor of the Council, as provided under (a) above, when the Mayor is present, and all members of the Committee are present.
- (c) In those instances when all members are not present, the Mayor's attendance replaces an absent member and the membership number is not automatically increased by one.
- (d) The Mayor is able to participate in the business of the Committee without any restriction except voting unless the Mayor is replacing another Council Appointee or unless the Committee's Terms of Reference indicate otherwise.
- (e) Subject to section 2.5 (d), only members appointed by Council who have been appointed to a Committee, or their alternate, are entitled to vote at a meeting.

2.6 Criteria to Serve on Committee

Every member of a Committee or every Appointee of Council to an External Committee must be either a member of Council or a person eligible to be elected as a member of the Council, in accordance with the Municipal Elections Act. All appointments to Committees are made at the pleasure of Council.

2.7 Termination of Committee

Except for an External Committee, Council has the right to abolish a Committee at any time.

2.8 Retention of Applications to Serve on Committees

Applications from members of the public who are not appointed during the regular appointment process will be kept on file in the office of the Municipal Clerk for a period of three months from the date of submission. If a vacancy occurs on a Committee within three months, the applicants who applied to serve on that Committee and were not appointed will be contacted and asked if they are still interested in serving. Names of those who continue to have an interest to serve on the Committee will be submitted to the Nominating Committee for consideration to fill the vacancy. At the direction of Nominating Committee, the Clerk's Office may also re-advertise the vacancy in the newspaper.

2.9 Report to Council

Council Appointees are responsible to report back to Council, on a quarterly basis, on the business of the Committee or External Committee, as the case may be, and in any event shall report the following as soon as becoming aware of:

- (a) the creation of a sub-committee of the committee;
- (b) the creation or termination of a material contract;
- (c) matters which may have a financial impact on the Municipality;
- (d) matters which may give rise to liability for the Municipality; and
- (e) any material information that may affect the interests of the Municipality.

Where Council has more than one Council Appointee on a Committee or External Committee then the Council Appointees must determine amongst themselves who is responsible to report to Council at the first meeting where the schedule is agreed to.

2.10 Agenda

The Agenda of every Committee will be structured as follows:

- 1) Meeting to Order
- 2) Roll Call
- 3) Amendments to Agenda

- 4) Approval of the Agenda
- 5) Business Arising from the Minutes
- 6) Approval of Minutes
- 7) Disclosure of Conflict of Interest Issues
- 8) Business
- 9) Other Business
- 10) Correspondence
- 11) Date of Next Meeting
- 12) Public Comments
- 13) Adjournment

In accordance with requirements for public notice, transparency and disclosure, new substantive items should not be introduced on the Agenda under Other Business.

2.11 Public Participation at Committee Meetings

At Committee meetings that are open to the public, once a motion has been introduced, members of the Committee may speak to the motion. Following the members' discussion, the Chair may invite members of the public to share their comments, views, suggestions and opinions. The Committee will then conclude its deliberations and decide on the motion.

2.12 Election of Officers

Each Committee will meet as soon as possible after the day of the inaugural meeting of Council and/or in December each subsequent calendar year to appoint a Chair and Vice-Chair from its membership for a term commencing December 1st and terminating November 30th or until a successor is appointed. For the purpose of clarity, a member of the Committee who served as Committee Chair or Vice-Chair may be reappointed as Committee Chair or Vice-Chair unless otherwise stipulated in the Terms of Reference of the Committee.

2.13 Minute Keeping

The Chair of each Committee shall be responsible to ensure that minutes are taken of each meeting of the Committee and that a record of the approved minutes is provided to the Municipal Clerk to be posted online on the Municipal website.

3 TERM OF APPOINTMENT

3.1 (a) In those instances where the appointments to a Committee are to be staggered over the term of Council, the Committee will establish which members will serve for the staggered term and advise Council accordingly. Council may, by resolution, confirm the term of the appointments as recommended by the Committee.

(b) Where a Council member is appointed to a committee, the Council member's appointment ceases if and when the person ceases to be a Council member and

that former Council member shall not be eligible to apply as a Citizen member for 6 months.

- (c) Terms of office and membership of Council Appointees, Staff Appointees or Citizen Appointees on External Committees must be in accordance with this By-law unless the term of office is established under statute or the terms of an agreement or memorandum of understanding to which the Municipality is a party.
- (d) Where a Committee member resigns before the end of their term of appointment, the chair of the Committee must notify the Municipal Clerk within three days that there is a vacancy on the Committee. The Municipal Clerk shall notify the Nominating Committee and subject to section 3.2, a recommendation shall be brought forward by the Nominating Committee to Council for an appointment to fill the balance of the term at a meeting of Council.

3.2 Duration of Citizen Appointments

- (a) Appointments of a Citizen Appointee to a committee are for a term of two years unless the Terms of Reference indicate otherwise.
- (b) Members of the public will be eligible to serve for a maximum of four consecutive years on the same Committee unless, at the end of the four year period, there is no other applications acceptable to the Nominating Committee, in which case, upon the recommendation of the Nominating Committee, the member is eligible to serve for an additional two years but in no event, shall a member of the public serve for more than six consecutive years on a committee;
- (c) Members of the public are required to take at least one year absence after serving on the same Committee for six years. After a one year absence, the member of the public is eligible to re-apply to serve on the former Committee. In exceptional circumstances and on the recommendation of the Nominating Committee, a member of the public may, upon application, be appointed beyond six years if there are compelling reasons;
- (d) During the one year absence from a Committee, a member of the public may apply to serve on a different Committee and subject to 3.2 (g), a member of the public may serve on more than one committee;
- (e) A member of the public who has been appointed to replace a citizen Committee member and is filling a partially completed term will be appointed for the balance of that member's term and subject to section 3.2 (c), upon the expiry of the partial term, the new member is eligible to apply for a re-appointment for a maximum of four consecutive years or, subject to section 3.2 (b), six years;
- (f) Renewed membership on a Committee is not automatic; any member of the public who wishes to serve for an additional term must complete and submit the approved application form for re-appointment.

- (g) No member of the public may serve on more than two committees at the same time.

COMMITTEE COMPOSITION

4 Committees of Council - Schedule 'A'

- 4.1 The composition and terms of reference for Committees established by the Municipality of the County of Kings are in accordance with Schedule 'A', attached hereto and forming a part of this By-law.
- 4.2 It is the responsibility of the Chair of Committees of Council to report to Council on all matters connected with their duties or referred to them by the Council and to recommend such action as they deem necessary.

5 External Committees - Schedule 'B'

- 5.1 The External Committees to which Council makes appointments, but are not Committees of Council, are included in Schedule 'B'. These Committees are bound by the rules established by their governing body.

6 Sub-Committees - Schedule 'C'

- 6.1 The composition and terms of reference for sub-Committees that report to a Committee are in accordance with Schedule 'C', attached hereto and forming part of this By-law.

7 EFFECT

- 7.1 This By-law will come into force and take effect on the date of its passing.

Schedule A - Committees of Council

Budget and Finance Committee

Centreville Area Advisory Committee

Fire Services Advisory Committee

Greenwood Water Utility Source Water Protection Committee

Kingston Area Advisory Committee

Lake Monitoring Committee

McMaster Mill Historic Park Committee

New Minas Area Advisory Committee

Nominating Committee

Planning Advisory Committee

Police Services Advisory Committee

Port Williams Area Advisory Committee

Port Williams Source Water Protection Committee

Race Relations and Anti-Discrimination Committee

Regional Sewer Committee

Sandy Court Source Water Protection Committee

Schedule B - External Committees

Annapolis Valley Regional Library Board

Annapolis Valley Trails Coalition Board

Grand View Manor Board

Kentville Joint Fire Services Committee

Kentville Water Commission

Kings Partnership Steering Committee

Kings Point-to-Point Board

Kings Regional Rehabilitation Centre Board

Kings Transit Authority Board

Landscape of Grand Pré Inc. Board

Kings Region Emergency Advisory Committee

Trans County Transportation Society (West) Board

Valley Community Fibre Network Board

Valley Regional Enterprise Network Liaison & Oversight Committee

Valley Waste Resource Management Authority Board

Western Regional Housing Authority Board

Wolfville Source Water Protection Committee

Schedule C - Sub-Committees

THE MUNICIPALITY OF THE COUNTY OF KINGS

REPORT TO COUNCIL

Subject: Councillor Appointments to Nominating Committee

From: Administration

Date: November 1, 2016

Background:

The Nominating Committee is a committee of Council and is governed by Bylaw 54, the Nominating Committee Bylaw. Section 2 of the Bylaw states:

At the regular Council meeting in November of each year the Council may elect, or authorize the Mayor to appoint, a committee of three Councillors and the Mayor, to act as a Nominating Committee, which Committee shall file its report at the next meeting of Council. The Nominating Committee shall serve until a new Committee is appointed.

Following the November meeting of Council, the Nominating Committee meets to review the annual Councillor appointments to Boards and Committees and to make recommendations for Council's consideration at the December Council meeting.

The decision before Council is to elect three Councillors to be appointed to the Nominating Committee or to authorize the Mayor to appoint three Councillors.

Should Council choose the first option, the Mayor will ask for nominations for three Councillors to be appointed to the Nominating Committee.

Suggested Motions:

That Municipal Council approve the appointment of Councillors _____, _____, and _____ to the Nominating Committee.

Or:

That Municipal Council authorize the Mayor to appoint three Councillors to the Nominating Committee.



UPCOMING MEETINGS & CONFERENCES

Date:	Meeting/Conference:	Location:
Thursday, October 27, 2016, 7:00pm	Public Information Meeting re: Planning Application to allow a winery and associated uses at 677 Oak Island Road, Avonport	Avonport Baptist Church, 508 Oak Island Road, Avonport
Tuesday, November 1, 2016, 6:00pm <i>Newly elected Councillors to arrive at 5:15pm for instructions on meeting procedures and electronic voting.</i>	Municipal Council: Swearing In of New Council	Council Chambers, Municipal Complex
Sunday, November 6, 2016, 2:00pm	Village of Port Williams Remembrance Day Ceremony	Veterans Memorial, Village of Port Williams
November 9-10, 2016	Department of Municipal Affairs New Councillor Orientation	Holiday Inn, Truro
Wednesday, November 9, 2016, 6:00pm	Public Information Meeting re: Planning Application to allow a second semi-detached dwelling at 786/788 Cambridge Road, Cambridge	Cambridge Community Centre, 5961 Hwy 1, Cambridge
Friday, November 11, 2016	Remembrance Day Ceremonies	Various Locations across the County
Tuesday, November 15, 2016, 9:00am	Committee of the Whole	Council Chambers, Municipal Complex
Thursday, November 17, 2016, 6:30pm	Regional Meet & Greet with Councils of Berwick, Kentville, Wolfville & Kings County	Annapolis Cider Company, 388 Main St, Wolfville
November 29-December 2, 2016	Union of Nova Scotia Municipalities (UNSM) Fall Conference	Westin Nova Scotian, Halifax
Tuesday, December 6, 2016, 6:00pm	Public Hearing & Municipal Council	Council Chambers, Municipal Complex
Tuesday, December 13, 2016, 1:00pm	Planning Advisory Committee	Council Chambers, Municipal Complex
Tuesday, December 20, 2016, 9:00am	Committee of the Whole	Council Chambers, Municipal Complex

Dates to be determined:

- Land Use Bylaw/Municipal Planning Strategy Workshops
- Strategic Planning Session
- Municipal Orientation Session

THE MUNICIPALITY OF THE COUNTY OF KINGS

REPORT TO COUNCIL

Subject: Department of Municipal Affairs New Councillor Orientation Session

From: Administration

Date: November 1, 2016

Background:

The Department of Municipal Affairs will be hosting a New Councillor Orientation Session at the Holiday Inn in Truro on November 9 - 10, 2016. The agenda is attached for information.

An amount is budgeted each year for Councillors' travel expenses; however, employees and members of Council are asked to schedule their travel in such a way as to minimize the cost to the Municipality generally. It has been the practice that Council decides the number of Councillors allowed to attend each conference, taking into consideration the location of the conference (which impacts the cost), as well as the relevance of the conference content. Council also keeps in mind that all Councillors should be provided with an opportunity to attend a conference at least once.

The decision before Council is how many Council members will be allowed to attend the Department of Municipal Affairs New Councillor Orientation Session. The cost per person for accommodation and mileage is approximately \$395. This does not include meals; however, some meals are provided. Registration is free.

The Council Travel & Conference account has a budget for 2016/17 of \$52,000. To date, approximately \$15,000 has been spent.

Recommendation:

Staff recommend that the five newly elected Councillors be allowed to attend.

Given the relatively low cost per person, staff recommend that the Mayor and interested returning Councillors be given the opportunity to attend as well.

Suggested Motions:

That Municipal Council approve the attendance of the five newly elected Council members at the Department of Municipal Affairs New Councillor Orientation Session on November 9 - 10, 2016 in Truro.

Or:

That Municipal Council approve the attendance of all interested Council members at the Department of Municipal Affairs New Councillor Orientation Session on November 9 - 10, 2016 in Truro.

Department of Municipal Affairs

New Councillor Orientation

Truro, Holiday Inn

Wednesday, November 09, 2016

8:00 am to 9:00 am	Registration and Breakfast
9:00 am to 9:15am	Welcome from Minister Churchill, Minister of Municipal Affairs
9:15 am to 10:45 am	Key Note Speaker Doug Griffiths, Thirteen Ways to Kill Your Community
10:45 am to 11:00 am	Health Break
11:00 am to 12:00 pm	Roles and Responsibilities
12:00 pm to 1:00pm	Lunch
1:00 pm to 2:00pm	Municipal Legislative Framework
2:00 pm to 3:00 pm	Financial Accountability
3:00 pm to 4:00 pm	Panel: How to Work Effectively with Your Neighbours; Shared Services and Other Opportunities
7:00 pm to 9:00pm	Networking Opportunity * please note dinner will not be provided

Thursday, November 10, 2016

7:30 am to 9:00 am	Mayor/Warden Breakfast Councillor Breakfast
9:00 am to 10:00am	Economic Development in NS - what is the role of municipalities?
10:00 am to 11:00 am	Introduction to DMA, MFC
11:00 am to 11:15am	Health Break
11:15 am to 12:15 pm	Introduction AMANS, UNSM, PVSC
12:15 pm to 12:30 pm	Closing Remarks

THE MUNICIPALITY OF THE COUNTY OF KINGS

REPORT TO COUNCIL

Subject: Union of Nova Scotia Municipalities (UNSM)

From: Administration

Date: November 1, 2016

Background:

The Union of Nova Scotia Municipalities (UNSM) is a not-for-profit organization mandated to represent the Provincial interests of municipal governments across Nova Scotia. Total membership is 390 elected officials representing all 51 municipalities. Municipal interests are represented through three caucuses: a Regional Caucus, Rural Caucus, and Towns Caucus.

The UNSM Board of Directors is comprised of twelve elected officials and one appointed voting member from the Association of Municipal Administrators (AMA). The Executive is comprised of the President, Vice-President, Immediate Past President, and Chairs from the Rural, Town and Regional Caucuses. The UNSM has a staff of five who work on behalf of the Board of Directors and general membership.

Information and resources can be found at the UNSM website at www.unsm.ca.

UNSM Conferences:

Each year, the UNSM hosts a Spring Workshop and a Fall Conference at different locations across Nova Scotia.

An amount is budgeted each year for Councillors' travel expenses; however, employees and members of Council are asked to schedule their travel in such a way as to minimize the cost to the Municipality generally. It has been the practice that Council decides the number of Councillors allowed to attend each conference, taking into consideration the location of the conference (which impacts the cost), as well as the relevance of the conference content. Council also keeps in mind that all Councillors should be provided with an opportunity to attend a conference at least once.

UNSM Fall Conference 2016:

The UNSM Fall Conference this year will be held on November 29 - December 2 in Halifax. The preliminary conference program can be found at www.unsm.ca/annual-conference-2016.html.

The decision before Council is how many Council members will be allowed to attend the UNSM 2016 Fall Conference. The cost per person for registration, accommodation and mileage is approximately \$1,115. This does not include meals; however, most meals are included in the registration fee.

The Council Travel & Conference account has a budget for 2016/17 of \$52,000. To date, approximately \$15,000 has been spent.

Recommendation:

Given that this is the first UNSM Fall Conference following the Municipal Elections, staff recommend that the five newly elected Councillors be given the opportunity to attend.

Considerations to also allow the Mayor and interested returning Councillors to attend are that the program has been set to cater to returning Council members as well as newly elected members and that the conference provides an opportunity to meet new Councillors elected to other municipalities.

Suggested Motions:

That Municipal Council approve the attendance of the five newly elected Council members at the UNSM Fall Conference on November 29 - December 2, 2016 in Halifax.

Or:

That Municipal Council approve the attendance of all interested Council members at the UNSM Fall Conference on November 29 - December 2, 2016 in Halifax.

REMEMBRANCE DAY CEREMONIES 2016

Councillors are expected to attend Remembrance Day Ceremonies on behalf of the County each year, in their own Districts or elsewhere as needed.

The new Council members have been asked to provide their availability to attend the ceremonies below by 9:00am on Monday, October 31.

Motion:

That Municipal Council support the attendance of Councillors at Remembrance Day ceremonies 2016 as noted below:

Date & Location	Name
BERWICK Royal Canadian Legion Ortona Branch No. 69 Nov. 11, 10:30am, Berwick School	
CANNING Royal Canadian Legion Branch No. 073 Nov. 11, 10:00am, Lions Hall	
HANTSPORT Nov. 11, 10:00am, Hantsport School	
KENTVILLE Royal Canadian Legion Branch No. 006 Nov. 11, 10:30am, Kentville Legion	
KINGSTON Royal Canadian Legion Alvin H. Foster MM Memorial Branch 098 Nov. 11, 9:45am, Kingston Legion	
PORT WILLIAMS Sunday, Nov. 6 , 2:00pm, Veterans Memorial	
SCOTS BAY Nov. 11, 10:45am	
WOLFVILLE Royal Canadian Legion Branch No. 074 Nov. 11: 10:45am, Convocation Hall	

THE MUNICIPALITY OF THE COUNTY OF KINGS

REPORT TO COUNCIL

Subject: Planning Items

Date: November 1, 2016

A	County-wide Land Use Bylaw Text Amendments to the Lot Requirements of the M1 Zone (File 16-10)	Be it resolved that Municipal Council give First Reading and hold a Public Hearing regarding amendments to the text of the Land Use Bylaw related to the regulations of the Light Industrial Commercial (M1) Zone as described in Appendix C of the report dated September 13, 2016. * Report Attached
B	Application to rezone property at 1499 Bridge Street, Kingston, from R1-B to C4 (File 16-12)	Be it resolved that Municipal Council give First Reading and hold a Public Hearing regarding the proposed rezoning at 1499 Bridge Street, Kingston, from the Residential Single Dwelling (R1-B) Subzone to the Residential Commercial (C4) Zone as described in Appendix C of the report dated September 28, 2016. * Report Attached
C	Next Public Hearing Date	Tuesday, December 6, 2016 – 6:00 p.m. (prior to Council)



**Municipality of the County of Kings
Report to the Planning Advisory Committee**

Project: Land Use Bylaw text amendment in the Light Industrial Commercial (M1) Zone, 16-10

Prepared by: Laura Mosher, MCIP

September 13, 2016

Project Description	To amend the text of the Land Use By-law to reduce lot requirements in the Light Industrial and Commercial (M1) Zone
Area of subject site	County-wide, except New Minas
Current Designation	Industrial (M)
Current Zone	Light Industrial Commercial (M1) Zone
Surrounding Uses	Industrial, commercial and residential
Public Notification	Ad for the Public Information Meeting was placed in the local newspaper, and advertised on the Municipality's website. Ads for the Public Hearing will be placed in the local newspaper for two consecutive weeks prior to the Public Hearing.

1. PROPOSAL

The Municipality of the County of Kings seeks to amend the text of the Land Use Bylaw to reduce the required lot frontage, lot area and front yard setback in the Light Industrial commercial (M1) Zone. The required lot frontage is proposed to be reduced from 100 feet to 60 feet, the required lot area is proposed to be reduced from 15,000 square feet to 10,000 square feet and the required front yard setback is proposed to be reduced from 45 feet to 20 feet.

The proposed amendment to these requirements are consistent with the proposed draft lot requirements in the Draft Land Use By-law. This proposal is intended to facilitate the re-use of existing hangar structures on the municipal business park lands. The County-wide amendment will apply to all lands currently located within the Light Industrial Commercial (M1) zone and will also facilitate intensification of existing Light Industrial Commercial (M1) lands.

2. OPTIONS

In response to the application, the Planning Advisory Committee may:

- A. Recommend that Council approve the Land Use Bylaw amendment as proposed;
- B. Recommend that Council refuse the proposed Land Use Bylaw amendment;
- C. Provide alternative direction, such as requesting further information on a specific topic, or making changes to the draft amendment.

3. BACKGROUND

In 2014, the Municipality of Kings decided to close the Municipal Airport to sell approximately 60 acres to Michelin Canada to facilitate the expansion of their existing plant. Council decided in 2015 that the remaining airport lands and existing hangars should be repurposed as a Municipal Business Park. In order to facilitate the development of a Municipal Business Park, map and

text amendments to the Land Use By-law were required and were subsequently adopted by Council in May 2016.

There has been interest from existing hangar owners to reuse the buildings. Following the completion of engineering design work related to the new public road proposed through the airport property, it has been determined that additional text amendments are required in order to ensure that the reuse of all hangar structures is possible. As outlined in the report below, based on a review of the policies of the Municipal Planning Strategy, it is appropriate to apply this amendment to all lands located within the Light Industrial Commercial (M1) Zone.

4. INFORMATION

4.1 Internal Review

Staff consulted with Engineering and Public Works to ensure that there are no anticipated traffic, servicing or safety impacts resulting from proposed amendments. There are no concerns related to servicing since lots within the Light Industrial Commercial (M1) Zone are generally serviced by sewer. With regard to potential traffic impacts related to reduced frontage and front yard setback requirements, there could potentially be issues with access and traffic related to tractor trailer traffic, however, it was noted that these would be reviewed on a site by site basis and any concerns would be addressed at the time of permitting by the road authority, typically the Department of Transportation and Infrastructure Renewal.

4.2 Public Information Meeting

A public information meeting was held on Tuesday July 26, 2016 in Council Chambers at the Municipal Complex at 87 Cornwallis Street, Kentville. A total of 24 members of the public were present. Questions related to timing of the amendment given the release of Draft Planning documents as well as questions related to the origin of the proposal were posed. No concerns related to the proposal were expressed. Detailed meeting notes are included as Appendix A to this report.

5. POLICY REVIEW

5.1 Municipal Planning Strategy (MPS)

Within the Municipal Planning Strategy (MPS) Section 1.3, Council identifies a series of goals which are intended to guide development within the Municipality. The first goal in this list is: *“to facilitate a broad economic base”*. One of the ways the MPS proposes to achieve this goal is by *“providing opportunities for expanded industrial, commercial and tourism development”*.

The affected zone is enabled within the Industrial (M) District which allows for a range of industrial uses. Section 2.3.1 outlines the objectives for the Industrial District including Section 2.3.1.3 which reads, *“To provide opportunities for development of a mix of light industrial and compatible land extensive commercial uses within industrial districts.”* The Municipal Planning

Strategy (MPS) distinguishes between light industrial and heavy industrial uses where heavy industrial uses are those that have a high potential for nuisance due to noise, smells, dust or fumes.

Section 2.3.2.1 indicates that, *“Council intends to designate Industrial Districts based on the existing development pattern in the Growth Centres. In addition, lands which have been identified as having favourable transportation, infrastructure and accessibility for industrial development shall be designated Industrial and reserved for such development”*

With specific regard to the Light Industrial Commercial policies, it is the intent of Council that the Light Industrial Commercial (M1) Zone exclude uses that *“create or emit noises, smells, dust, fumes or otherwise present potential for nuisance to surrounding uses.”* Commercial uses permitted within the zone are intended to primarily include uses that require large areas of land and outdoor storage, such as warehouses.

Additionally, section 2.3.2.5 indicates that the Land Use Bylaw will include special provisions to reduce the potential for Land Use Conflicts including setbacks, berms and fences. The proposed amendments would affect the lot frontage, lot area, and front yard setback, the setbacks to residential, institutional, community and residential facilities zones are proposed to be maintained.

In addition, MPS Section 6.2.2 contains a number of general criteria for considering all Land Use Bylaw amendments, including proposals to rezone property. These criteria consider the impact of the proposal on the road network, services, development pattern, environment, finances, and wellfields, as well as the proposal’s consistency with the intent of the planning strategy. Appendix B contains a comparison between these criteria and this proposal.

The proposed text amendment is consistent with the policies of and will assist with the achievement of the goals of the MPS generally and specifically with regard to the Industrial District.

5.2 Land Use By-law

The Light Industrial Commercial (M1) Zone permits a broad range of low-impact industrial uses as well as commercial uses that require significant blocks of land for outdoor storage and display. It is the intention of Council to permit the reuse the existing hangar structures for the proposed uses. Due to the existing configuration of the hangars and the finalized road design for the business park, reduced lot requirements and front yard setbacks are required to accommodate their reuse. Since the Draft Land Use By-law, released in June 2016 for public review, proposes lot area, lot frontage and front yard setback requirements that will accommodate the hangar lots, and since the reduced requirements will enable intensification on other properties located within the Light Industrial Commercial (M1) Zone, staff believe the draft lot requirements are appropriate for adoption at this time.

6. DISCUSSION

The proposal assists in the achievement of the goals and objectives of the MPS with regard to the Industrial District by increasing development opportunities of new light industrial and commercial uses through more flexible lot requirements including reduced lot frontage and lot area requirements as well as a reduction in the required front yard setback.

The proposed amendments represent the proposed lot requirements related to lot frontage, lot area and front yard setbacks in the Draft Land Use By-law.

The proposal is consistent with the policies and intent of the Light Industrial Commercial (M1) Zone outlined in the MPS and the LUB.

7. CONCLUSION

As noted above, the proposed text amendments have been considered within the context of both the specific and general policies of the MPS and are consistent with the intent, objectives and policies of the MPS. A draft text amendment is included as Appendix C to this report.

8. RECOMMENDATION

In order increase development opportunities within the Light Industrial Commercial (M1) Zone and to further facilitate the reuse of the existing hangar buildings at the business park, Staff recommend that the Planning Advisory Committee forward a positive recommendation by passing the following motion:

8.1 — Land Use By-law Text Amendment

The Planning Advisory Committee recommends that Municipal Council give First Reading and hold a Public Hearing regarding amendments to the text of the Land Use Bylaw related to the regulations of the Light Industrial Commercial (M1) Zone as described in Appendix C of the report dated September 6, 2016.

9. APPENDICES

Appendix A – Public Information Meeting Notes

Appendix B – General Rezoning Criteria

Appendix C – Proposed Land Use Bylaw Text Amendment

Appendix B – Public Information Meeting Notes from June 28, 2016

MUNICIPALITY OF THE COUNTY OF KINGS

PLANNING AND DEVELOPMENT SERVICES

PUBLIC INFORMATION MEETING NOTES

**County Wide Land Use Bylaw Text Amendment to the M1 Zone
File 16-10**

<i>Meeting, Date and Time</i>	A Public Information Meeting was held on Thursday, July 28, 2016 at 7:00 p.m. in the Council Chambers of the Municipal Complex, 87 Cornwallis Street, Kentville, NS.
<i>Attending</i>	In Attendance:
<i>Council Members</i>	Warden Diana Brothers – District 6, Chair Deputy Warden Brian Hirtle – District 4 Councillor Kim MacQuarrie – District 1 Councillor Pauline Raven – District 3 Councillor Wayne Atwater - District 5 Councillor Dale Lloyd – District 8 Councillor Mike Ennis – District 12
<i>CAO</i>	Tom MacEwan
<i>Planning Staff</i>	Laura Mosher – Supervisor of Planning and Development Services Cindy Benedict – Recording Secretary
<i>Public</i>	24 Members
<i>Welcome and Introductions</i>	The Chair, Warden Diana Brothers, called the meeting to order and the members of the public were welcomed to the meeting. The Public Information Meeting provides an opportunity for the public to express concerns and/or receive clarification on any aspect of the proposal. No evaluation has been completed and no decisions have been made at this point.
<i>Presentation</i>	<p>Laura Mosher provided a brief overview of the planning process and the criteria that will be used to evaluate the proposed Land Use Bylaw text amendment to the lot requirements of the Light Industrial Commercial (M1) Zone.</p> <p>For clarification purposes, it was noted that this item is to be considered at the Planning Advisory Committee meeting scheduled for Tuesday, September 13, 2016.</p>

Following the presentation, the floor was opened for comments from the public to which Laura Mosher responded.

Comments and Questions from the Public

Warren Peck – Black River Road

- Inquired who is requesting the proposed change.

Response: No application from the public was received. Staff was directed by the Administration to pursue this amendment. The proposed amendment applies to all properties within the M1 Zone so it is not driven by a specific application.

- What is meant by 'Administration' and what initiative is there in regards to the proposed amendment?

Response: The office of the Chief Administrative Officer (CAO) and other senior management. The amendment is intended to facilitate economic development in the County and will apply to every property located within the M1 Zone; currently 62 properties. The County does not have a lot of industrial land and it is difficult at times for businesses wanting to locate in the County to find appropriate lands. The amendment would allow the creation of additional lots in an industrial zone that permits commercial uses as well.

- Finds it rather peculiar that such an amendment would be considered during the completion of the review of the draft Municipal Planning Strategy and Land Use Bylaw.

Response: The CAO stated that although there is no public application, the proposed amendment is required in order to make the hangar lots on the former airport land available for the hangar owners to purchase and to be within the M1 Zone. The hangar owners have requested the ability to purchase the land under their hangars but the lots themselves would be relatively small as compared to the set up of the M1 Zone.

Adjournment

There being no further discussion, the Chair thanked those in attendance and adjourned the meeting at 7:13 p.m.

Approved by:

Cindy L. Benedict

Recording Secretary

APPENDIX B – General Rezoning Criteria Policy 6.2.2

“In considering amendments to the Land Use Bylaw, in addition to all other criteria as set out in various policies of this Strategy, Council shall be satisfied:

<i>a. That the proposal is in conformance with the intent of this Plan and with the requirements of all other Municipal Bylaws and regulations.</i>	The proposed text amendment will assist in the achievement of goals for economic development of the MPS. The proposed amendment is in conformance with the policies of the Industrial District.
<i>b. That the proposal is not premature or inappropriate by reason of:</i>	
<i>i. the financial capability of the municipality to absorb any costs relating to the development;</i>	N/A –application does not relate to a specific development
<i>ii. the adequacy of sewer and water services and utilities;</i>	N/A – application does not relate to a specific development
<i>iii. precipitating or contributing to a pollution problem in the area;</i>	N/A
<i>iv. the adequacy of storm drainage and the effect of it on adjacent uses;</i>	N/A – the proposed amendment will not result in additional stormwater
<i>v. the adequacy and proximity of school, recreation and any other community facilities;</i>	N/A – the proposal relates to non-residential lands
<i>vi. the adequacy of road networks in, adjacent to, or leading to the development;</i>	N/A – application does not relate to a specific development
<i>vii. the potential for the contamination of watercourses or the creation of erosion or sedimentation;</i>	N/A
<i>viii. creating a scattered or ribbon development pattern as opposed to compact development;</i>	This proposal is limited to areas within Growth Centres so scattered or ribbon development is not anticipated as a result of the proposed amendment.
<i>ix. the potential for contamination of, or interference with, a designated groundwater supply protection area.</i>	N/A
<i>c. That where provided for in the Plan, controls be placed on the proposed</i>	

<i>development to reduce conflict with any other adjacent or nearby land use by reason of:</i>	
<i>i. type of use;</i>	N/A – permitted uses are not proposed to change
<i>ii. emissions including air and water pollutants and noise;</i>	The permitted uses in the Light Industrial Commercial (M1) zone have minimal associated emissions, pollutants or noise.
<i>iii. height, bulk, and lot coverage of the proposed building;</i>	The regulations associated with the height, bulk or lot coverage of buildings is not proposed to be amended.
<i>iv. traffic generation, access to an egress from the site, and parking;</i>	N/A
<i>v. buffering, landscaping, screening, and access control;</i>	The reduction in required lot frontage, lot area and front yard setbacks will result in a development patterns where appropriate separations will be maintained without the need of additional buffering, landscaping, screening or access control.
<i>d. Suitability of the proposed site in terms of steepness of grades, soil and geological conditions, location of watercourses, marshes, swamps, or bogs and proximity of highway ramps, railway rights-of-way and other nuisance factors.</i>	N/A – application does not relate to a specific development

Appendix C – Land Use By-law Text Amendment

THE MUNICIPALITY OF THE COUNTY OF KINGS

AMENDMENT TO BYLAW #75 COUNTY OF KINGS LAND USE BYLAW

Amendments to regulations associated with the Light Industrial Commercial (M1) Zone

1. Replace the table included in section 7.2.10 with the following table:

LIGHT INDUSTRIAL COMMERCIAL (M1) ZONE	Permitted M1 Uses Excluding Service Stations	Service Stations
Minimum Lot Area	10,000 sq ft	20,000 sq ft
Minimum Lot Frontage	60 ft	125 ft
Minimum Front or Flankage Yard	20 ft	80 ft
Minimum Side Yard		
a) General	15 ft	10 ft
b) Abutting an R1, R2, R3, R4, R5, I1, CF or RF Zone	30 ft	20 ft
c) From an existing airplane hangar	10 ft	N/A
Minimum Rear yard		
a) General	25 ft	25 ft
b) Abutting an R1, R2, R3, R4, R5, I1, CF or RF Zone	50 ft	50 ft
c) From an existing airplane hangar	30 ft	N/A
Maximum Height of Main Building	55 ft	35 ft
Minimum Clear Distance between Main Buildings	20 ft	20 ft
Maximum Lot Coverage	50% of Lot Area	50% of Lot Area

THE MUNICIPALITY OF THE COUNTY OF KINGS
COVERING MEMO

TO: PLANNING ADVISORY COMMITTEE
FROM: PLANNING AND DEVELOPMENT SERVICES
SUBJECT: KINGSTON AREA ADVISORY COMMITTEE RECOMMENDATION (**FILE 16-12**)
DATE: SEPT 29, 2016

The following staff report was considered at the Kingston Area Advisory Committee (AAC) meeting on Wednesday September 28th, 2016. The AAC passed a positive recommendation and this memo provides PAC with their recommendation.

Kingston AAC Recommendation

The Kingston Area Advisory Committee recommends that the Planning Advisory Committee recommend that Municipal Council give First Reading and hold a Public Hearing regarding the proposed rezoning at 1499 Bridge Street, from the R1-B subzone to the Residential Commercial (C4) Zone as described in Appendix C of the report dated Sept 28th, 2016.

Potential PAC Recommendation

The Planning Advisory Committee recommends that Municipal Council give First Reading and hold a Public Hearing regarding the proposed rezoning at 1499 Bridge Street, from the R1-B subzone to the Residential Commercial (C4) Zone as described in Appendix C of the report dated Sept 28th, 2016.



Municipality of the County of Kings

Report to the Kingston Area Advisory Committee

Application to rezone property at 1499 Bridge St in Kingston, from the Residential Single Dwelling (R1-B) Subzone, to the Residential Commercial (C4) Zone
(File #16-12)

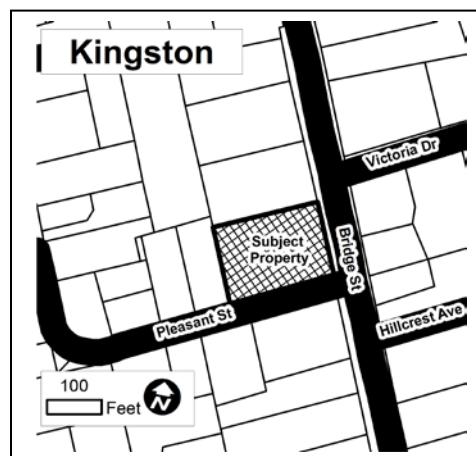
September 28th, 2016

Prepared by: **Planning and Development Services**

Applicant	Robert Clark, Annapolis Valley Home Care Ltd.
Land Owner	Annapolis Valley Home Care Ltd.
Proposal	Rezone to permit commercial business offices and accessory training centre
Location	1499 Bridge Street, Kingston
Lot Area	Approximately 27,825 sq ft (0.6 acres)
Designation	Residential (R)
Zone	Residential Single Dwelling (R1-B) Subzone
Surrounding Uses	A mixture of residential, commercial, and institutional uses. Also a variety of home based businesses located nearby
Neighbour Notification	Staff sent notification letters to the 71 owners of property within 500' of the subject property

1. PROPOSAL

Robert Clark has applied to rezone 1499 Bridge Street in Kingston from the R1-B zone to a commercial zone that will accommodate the Annapolis Valley Home Care Ltd's administrative offices with an accessory staff training centre. This organization currently operates out of a building located across the street at 1500 Bridge Street. The applicant is in need of additional office space to expand the business. They recently purchased the existing home, shown on the map as the 'Subject Property' at 1499 Bridge Street, with the intention of re-using and converting the home into office space, and an accessory staff training centre in the lower level.



2. OPTIONS

In response to the application, the Kingston Area Advisory Committee may recommend that the Planning Advisory Committee:

- Recommend that Council approve the amendment, as drafted
- Recommend that Council refuse amendment
- Provide alternative direction, such as requesting further information on a specific topic, or making changes to the amendment

3. BACKGROUND

The subject property is currently located in the Residential Single Dwelling (R1-B) Subzone, and within the Residential (R) Future Land Use District. The area to the north on Bridge Street is located in the Central Business (C2) Zone, which transitions to the Residential Commercial (C4) Zone when traveling south, and the remaining properties with direct frontage onto Bridge Street are in the R1-B Subzone which allows for residential uses and home based businesses. This area has been zoned in this configuration since the late 1990's when Kingston went through a Secondary Planning Strategy (SPS). The Kingston SPS recognized that Bridge Street had the potential to become a mixture of residential and commercial uses as it was a major collector road, connecting Kingston and Greenwood. More flexible zoning was applied to Bridge Street to help accommodate compatible types of commercial uses. Bridge Street has also been a designated Collector or Major Collector since the original 1979 MPS and Land Use Bylaw (LUB).

Annapolis Valley Home Care Ltd is an operation that exceeds the permitted floor space requirements for a home based business, currently allowed in R1-B Zone. These requirements restrict the number of employees, total floor area and requires that the owner of the business to live in the building. Annapolis Valley Home Care cannot meet the R1-B home based business requirements. A rezoning to a commercial zone is required for them to operate at 1499 Bridge Street.

4. INFORMATION

4.1 Site Information

The subject property is located on the corner of Bridge Street and Pleasant Street in Kingston. The subject property is well established with mature plantings, trees and other vegetation. The subject property is mostly flat, with the entire neighbourhood sloping towards the Annapolis River to the south. The subject property has two existing driveway accesses: one from Bridge Street and another off Pleasant Street on the southwest side of the subject property. The existing home is a large, one level building, with a full basement. A detached garage is also located on the property.





4.2 Public Information Meeting

Under Planning Policies PLAN-09-001 any Land Use Bylaw map amendment application does not require a PIM, when the area of land is less than 1 acre in size. The subject property is approximately 0.6 acres, therefore this application did not require a Public Information Meeting.

A letter was sent to all 71 property owners within 500' of the subject property notifying neighbours of the application. This notice contained general information about the rezoning application and provided municipal staff contact information. Staff have not heard any opposition from any members of the public as a result of this public notice.

4.3 Request for Comments

Staff sought feedback from internal and external departments on the application.

- Engineering and Public Works staff confirmed that the central sewer system is operated by the Village of Kingston and that no central water service exists in this area.
- The Village of Kingston staff confirmed that the subject property is connected to their central sewer system.
- Municipal development officers reviewed the application and highlighted the maximum permitted gross floor area of 2000 sq ft of commercial floor area in the proposed C4 Zone. The applicant has provided a measured floor plan and staff have confirmed that the existing building falls within this limit. The Municipal Development Officer also noted several requirements to be expected at the permitting stage following a successful rezoning. If successful, the applicant would need to provide a commercial access permit from NSTIR, sewer connection confirmation from the Village, floor layouts, and a site plan showing access and parking areas.
- The Nova Scotia Department of Transportation and Infrastructure Renewal have been consulted on the proposal in terms of road network, traffic generation, access to, and egress from the site. Detailed comments are pending.

5. POLICY REVIEW – LUB amendments

5.1 Enabling Policy

The Municipal Planning Strategy (MPS) enables Council to consider the proposed rezoning through MPS policy 6.1.3.2

“6.1.3.2 Lands contiguous to a District may be considered for a rezoning to a zone permitted within that Designation without an amendment to this Strategy provided all other policies of this Strategy are met.”

The subject property is in a residential zone that is contiguous to the Residential Commercial District, and can be considered for a rezoning to the Residential Commercial (C4) Zone.

5.2 Residential Commercial District / Zone

The purpose of the Residential Commercial District and Zone is to provide for transitional zoning between Central Business / General Commercial Districts, and quieter residential areas. The Residential Commercial (C4) Zone accommodates professional offices and small scale tourist and commercial operations that are generally compatible with surrounding residential uses, as described in MPS policy 2.2.9.2

“2.2.9.2 permitted uses in the C4 Zone shall be limited to existing dwellings and a narrow range of commercial uses such as small-scale tourist accommodations, businesses specializing in retail goods and services, personal services, and professional offices.”

5.3 General LUB amendment Policies

MPS Section 6.2.2.1 contains a number of general criteria for considering all applications (Appendix B). These criteria consider the impact of the proposal on the road network, services, development pattern, environment, finances, and wellfields, as well as the proposal's consistency with the intent of the planning strategy. Staff have found the proposal to be consistent with the intent of the MPS and meets these general amendment criteria. The specific criteria are reviewed in detail in Appendix B.

6. CONCLUSION

The proposed rezoning represents the further mixing of residential and commercial uses along Bridge Street in Kingston. This area has been designated for decades as an area where appropriate commercial uses can be located among residential uses. The proposed use is also an established business, currently located across the street and is expected to continue to have a low impact on the nearby residential uses and surrounding neighbourhood.

7. STAFF RECOMMENDATION

Staff recommend that the Kingston Area Advisory Committee recommend that the Planning Advisory Committee forward a positive recommendation by passing the following motion.

The Kingston Area Advisory Committee recommends that the Planning Advisory Committee recommend that Municipal Council give First Reading and hold a Public Hearing regarding the proposed rezoning at 1499 Bridge Street, from the R1-B subzone to the Residential Commercial (C4) Zone as described in Appendix C of the report dated Sept 28th, 2016.

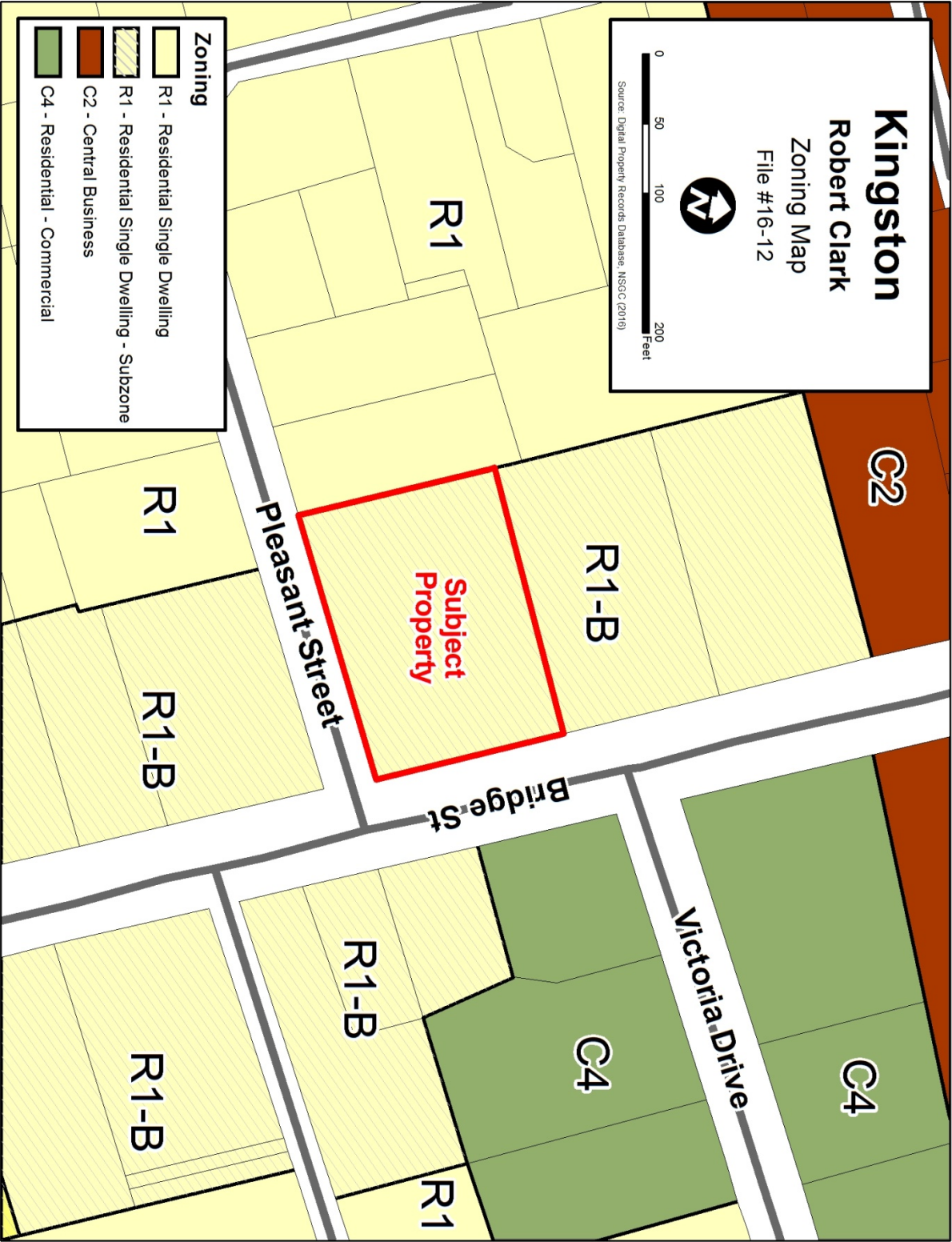
8. APPENDIXES

Appendix A – Reference Zoning Map

Appendix B – General Land Use Bylaw Amendment Criteria – MPS 6.2.2.1

Appendix C – Proposed Land Use Bylaw Map Amendment

Appendix A – Reference Zoning Map



Appendix B – General Land Use Bylaw Amendment Criteria – MPS 6.2.2.1

In considering amendments to the Land Use Bylaw, in addition to all other criteria as set out in various policies of this Strategy, Council shall be satisfied:

Criteria	Comments
<i>a. the proposal is in keeping with the intent of the Strategy, including the intent of any Secondary Planning Strategy, and can meet the requirements of all other Municipal Bylaws and regulations</i>	
<i>b. that the proposed rezoning is not premature or inappropriate by reason of:</i>	
<i>i. the financial capability of the Municipality to absorb any costs related to the development of the subject site</i>	No financial impact on the Municipality
<i>ii. the impact on, or feasibility and costs of, sewerage and water services if central services are to be provided, or adequacy of physical site conditions for private on-site sewer and water systems</i>	The Village of Kingston operates central sewer service in this location. Official confirmation of sewer connection may be requested at time of permitting. The Village Commission has confirmed that the property is currently connected to the sewer system. Water is provided from an existing private well.
<i>iii. the potential for creating, or contributing to, a pollution problem including the contamination of watercourses</i>	Low potential for any pollution created as the proposal re-uses the existing building and the proposed use is interior office and accessory training space.
<i>iv. the adequacy of storm drainage and the effect on adjacent uses</i>	The site drainage appears to be well managed and existing vegetation should help reduce surface run off.
<i>v. the adequacy and proximity of school, recreation, and any other community facilities</i>	Not applicable – no residential uses proposed.
<i>vi. the adequacy of street or road networks in, adjacent to, or leading to the subject site</i>	The existing street network leading to, and surrounding the site appears to be adequate, although comments from NSTIR have not been received. However, a driveway permit will be required from NSTIR at the permitting stage, following a rezoning.
<i>vii. the potential for the contamination of a watercourse due to erosion or sedimentation</i>	Low potential for any erosion, as the proposal re-uses the existing building and established plantings and other vegetation on the property that will minimize erosion.

<p><i>viii. creating extensive intervening parcels of vacant land between the existing developed lands and the proposed site, or a scattered or ribbon development pattern as opposed to compact development</i></p>	<p>Not applicable. The subject property is located is within a compact and established part of the community of Kingston. No lot creation is proposed as part of this application.</p>
<p><i>ix. traffic generation, access to and egress from the subject site, and parking</i></p>	<p>The existing street network leading to, and surrounding the site appears to be adequate, but additional parking may be required. Staff have not received comments from NSTIR, however a driveway permit will be required from NSTIR at the permitting stage, following a rezoning.</p>
<p><i>x. incompatibility with adjacent uses and the existing development form of the surrounding area</i></p>	<p>The proposed use is expected to continue to be compatible with the surrounding mixed-use neighbourhood. Several other home based and commercial uses are scattered along Bridge Street. The proposed use is also expected to have minimal noise, dust or other disturbances to nearby residential uses.</p>
<p><i>xi. the potential for overcrowding on lakeshores or the reduction of water quality</i></p>	<p>Not applicable</p>
<p><i>xii. the potential for contamination of, or interference with a designated groundwater supply protection area</i></p>	<p>There are no well field protection zones in this area. The majority of properties have individual wells for providing drinking water. Low potential for any contamination of water resource as the proposed use is interior office and training space.</p>
<p><i>c. the proposed site is suitable for development in terms of steepness of grades, soil and geological conditions, location of watercourses, marshes, swamps, or bogs and proximity of highway ramps, railway rights-of-way and other similar factors that may pose a hazard to development</i></p>	<p>Site is well suited for the proposed office use, as the proposal re-uses the existing building and established plantings and other vegetation on the property. There are no known hazards on, or near the subject property.</p>

Appendix E
Proposed Land Use Bylaw Map Amendment

THE MUNICIPALITY OF THE COUNTY OF KINGS

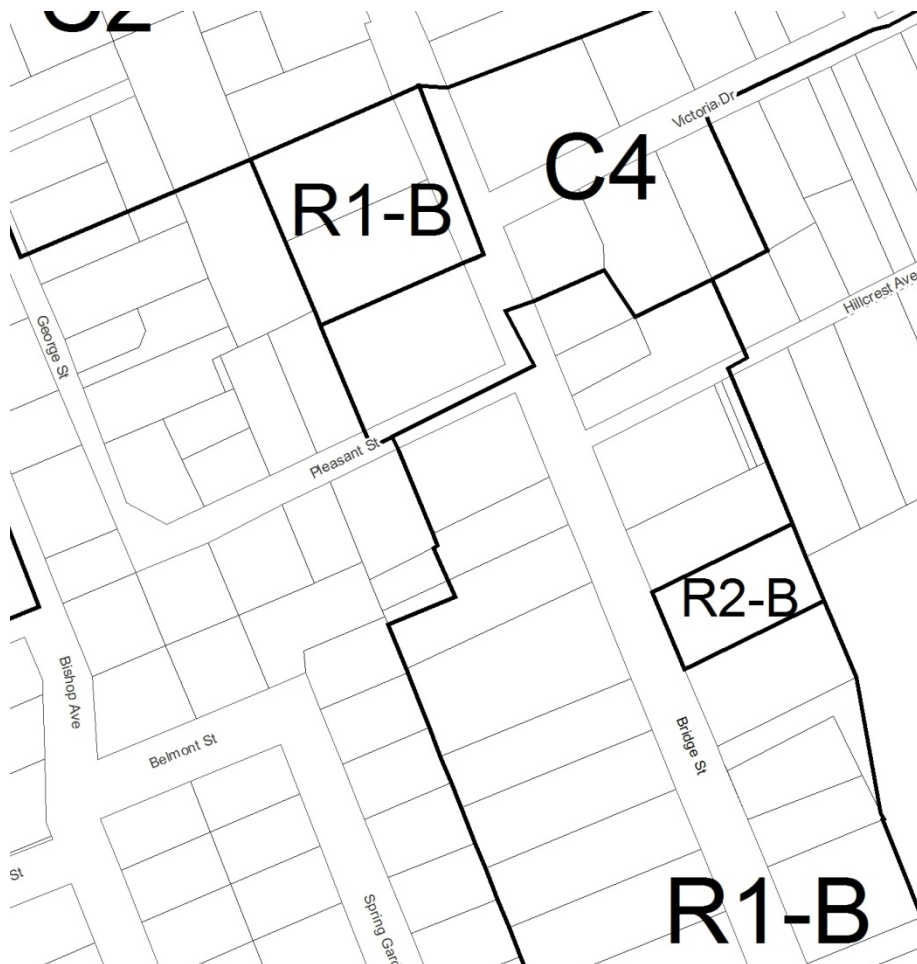
AMENDMENT TO BYLAW #75

COUNTY OF KINGS LAND USE BYLAW

Proposed map amendment to rezone property at 1499 Bridge Street, Kingston from the Residential Single Dwelling (R1-B) Subzone, to the Residential Commercial (C4) Zone

BYLAW #75

1. Amend LUB Schedule 8g, the Zoning map for the Growth Centre of Kingston, by rezoning 1499 Bridge Street in Kingston (PID# 55110050) from the Residential Single Dwelling (R1-B) Subzone, to the Residential Commercial (C4) Zone as shown on the inset copy of a portion of Schedule 8g below.



THE MUNICIPALITY OF THE COUNTY OF KINGS

REPORT TO MUNICIPAL COUNCIL

Subject: Contract Award: 16-16 Municipal Complex Building Construction

From: Engineering and Public Works, Lands and Parks Services

Date: November 1, 2016

Background

On October 26, 2016, tenders were received for the construction of the Administration Building and the Public Works Shop at the new Municipal Complex site. This report is being submitted to Council for the award of Contract 16-16.

Discussion

The tender results were as follows:

Tenderer	Tenderer's Location	Admin. Building Price (excluding HST)	PW Shop Price (excluding HST)
Avondale Construction	Halifax, NS	\$4,780,000.00	\$1,351,264.00
DORA Construction	Dartmouth, NS	\$5,117,000.00	\$1,455,000.00
Three "C" Construction	Lower Sackville, NS	\$6,603,000.00	\$5,429,000.00
Marco Maritimes	Dartmouth, NS	\$4,873,000.00	\$1,328,000.00
Maxim Construction	Dartmouth, NS	\$4,827,000.00	\$1,345,000.00
Roscoe Construction	Cambridge, NS	\$4,544,000.00	\$1,155,000.00
Seagate Construction	Dartmouth, NS	\$5,430,400.00	\$1,333,800.00

Tenders were reviewed for mathematical checks and compliance by Stantec and Engineering Services staff.

Financial Impact

This work will be funded from GL#21-3-375-124 New Municipal Complex in the approved 2016/17 Capital Budget. This account has a budget of \$7,500,000 of which \$835,500.00 (excluding HST) has been committed. A change order of \$29,067.40 (excluding HST) has been submitted for the Site Preparation Contract. This leaves \$936,432.60 remaining in the budget.

Policy FIN-05-006 Procurement, Clause 8.4 states in part: "...Submissions are compared to the submission requirements contained in the tender documents. The award is normally to the lowest bid price received from a responsible bidder meeting the requirements of the tender<emphasis added>...." Stantec and Staff both concur that the bids meet this criterion and satisfies the Municipal Complex Strategy that Council approved on December 14, 2015.

Recommendation

BE IT RESOLVED THAT MUNICIPAL COUNCIL award Contract 16-16 (Administration Building and Public Works Shop) to Roscoe Construction for the total price of \$5,699,000.00 + HST.



Kings County Police Advisory Committee:

Kings District Domestic Violence/Sexual Assault District Investigator/Coordinator



Insp Dan MORROW
OIC Kings District
2016-09-02



2014 Crime Stats: Domestic Violence Kings District

- 180 occurrences domestic violence/sexual assault related 2014.
- Top domestic incidents reported Assault (81) Utter Threats (17), Assault CBH (13)
- 144 victims of domestic violence identified.
- 6 victims identified as repeat victims of domestic violence.
- 16 locations where domestic violence has been reported more than once in the past year.
- 5 Kings District “Hot Spots” identified where domestic violence appears to be more frequently occurring.
- 2015 statistics similar to 2014.



Need for Action

- High volume of Domestic Violence/Sexual Assault and Child Abuse reports within Kings District.
- Investigations conducted as high priority and time sensitive ensuring victim safety.
- Consistent high workload on General Duty investigators
- Identified need for crime prevention initiatives to combat elevated incident reports.
- Provide timely and dedicated response to victims of domestic violence.
- Target to reduce time from charge date to court date enhancing victim safety.



Roles and Responsibilities

- Lead investigator on serious or complex family violence or sexual assault investigations.
- Provide timely investigation for reported incidents
- Review all family violence related incidents and provide assistance when necessary
- Develop and maintain internal and external partnerships
- Explore and deliver educational awareness sessions
- Develop a level of expertise in Domestic Violence Investigations



Investigational Accomplishments

(Sept 2015 – Sept 2016)

- Kings had 229 Domestic Violence incidents reported (including threats, assaults, breach of peace) (115 charges laid)
- Lead Investigator on 42 investigations, 23 of which were sexual related offences, 15 domestic violence offences.
- Assistance provided on 200 investigations. (Includes: domestic violence, utter threats, child abuse child porn, etc.)
- 60 interviews/statements from victims and witnesses
- 30 child interviews (approximately).
- 100% compliance with ODARA, and offering Victim Services.
- 3 High risk domestic case conferences and safety planning.
- More than 1000 phone contacts with victims providing updates and safety planning information.
- Multiple high risk safety measures put in place to create a safer environment for victims.



Crime Prevention and Educational Awareness

- Project coordinator – Ballet “Ghosts of Violence, ” 2013
- Conference coordinator – Engaging Men and Boys in ending Violence against Women and Girls. 2014
- Deliver Family Violence / Dating Violence Presentations:
Military Spouses - CFB Greenwood/Provincial Youth Groups
Glooscap First Nations, Acadia University International Students
2013 - 2015
- Strengthen communication lines between family violence prevention and investigative partners.
- Instructor training for Neighborhood Friends and Family.
- Project Coordinator for “Family Violence Prevention Week” 2016



Moving Forward...

- Continue providing investigational assistance to front line investigators.
- Maintain and strengthen internal and external partnerships already developed.
- Continue presentations to identified groups at high risk for violence.
- Increase investigation awareness on Cybercrime investigations.
- Participation in Valley Sexualized Violence Partnership. (Health, Community Services, Police)
- Delivery of Neighborhood, Friends and Family presentations.



Risks if Not Funded

- Loss of this position would not address the high risk domestic/family violence concerns within the district.
- Reduction of already implemented education and prevention strategies.
- Possible service delivery gap between community partners, RCMP resources and victims of domestic violence.
- Increase in work load to general duty investigators.



Questions...





August 2016

Municipality of Kings,

Thank you for providing pins for me to take to

**GUIDING
MOSAIC 2016**

"The Great Canadian Adventure"
Girl Guides of Canada National Camp

*Yours in Guiding,
Dawn MacNeill*





Community Services • Services communautaires
Office of the Minister • Bureau du ministre



PO Box 696, Halifax, Nova Scotia, Canada B3J 2T7 • C.P. 696, Halifax (Nouvelle-Écosse) Canada, B3J 2T7 • www.gov.ns.ca

SEP 19 2016

Mr. Tom MacEwan
Chief Administrative Officer
Municipality of the County of Kings
P. O. Box 100
Kentville, NS B4N 3W3

Dear Mr. MacEwan:

Thank you for your letter of August 15, 2016, in which you advise that the Town Council recommends Ms. C. Denise Haines as the Municipality of the County of Kings' representative on the Board of the Western Regional Housing Authority.

I am pleased to confirm the appointment of Ms. C. Denise Haines to the Board of the Western Regional Housing Authority as the Municipality of the County of Kings' representative. Ms. Haines' appointment is for three years and will commence on October 3, 2016, and will expire on October 3, 2019.

I would like to take this opportunity to thank Council for taking time from their busy schedule to deal with this matter.

Respectfully,



Hon. Joanne Bernard, BA, MA
Minister

Enclosure – *Western Regional Housing Authority Board Structure and Membership*

c. Mr. Jamie Vigliarolo, Director, Western Regional Housing Authority
Mr. Peter Simpson, Chair, Board of Western Regional Housing Authority

WESTERN REGIONAL HOUSING AUTHORITY
BOARD STRUCTURE AND MEMBERSHIP

September 15, 2016

	Representative	Consecutive Terms (1 st , 2 nd , 3 rd)	Term of Office
Provincial Representatives	1. Wendy MacLean 2. William Carroll	2 nd 2 nd	Sep. 30/14 – Sep. 30/17 Jan. 29/15 – Jan. 29/18
Tenant Representatives	<i>Vacant</i>		
Municipal Representatives	Town of Annapolis Royal <i>Vacant</i>		
	Munic. of the County of Annapolis <i>Vacant</i>		
	Town of Berwick <i>Vacant</i>		
	Bridgetown Michael MacNeil	1 st	Mar. 4/14 – Mar. 4/17
	West Hants <i>Vacant</i>		
	Munic. of the Dist. of West Hants (formerly Hantsport) <i>Vacant</i>		
	Town of Kentville <i>Vacant</i>		
	Municipality of the County of Kings C. Denise Haines	1 st	Oct. 3/16 - Oct. 3/19
	Town of Middleton Frances Lourie	3 rd	Nov. 15/13 – Nov. 15/18
	Town of Windsor <i>Vacant</i>		
	Town of Wolfville <i>Vacant</i>		
	Town of Bridgewater <i>Vacant</i>		
	Munic. of the District of Chester Eric Hagen	2 nd	Jun 22/16 – Jun 22/19
	Munic. of the District of Lunenburg Peter Simpson (Chair)	1 st	Nov. 5/13 – Nov. 5/16
	Town of Lunenburg Helen Lanthier	1 st	Mar. 24/16 – Mar. 24/19
	Town of Mahone Bay Laura Smith	2 nd	May 16/16 – May 16/19
	Queens Regional Munic. - Brooklyn Doug Adams	2 nd	Apr. 26/16 – Apr. 26/19

Page 1

	Representative	Terms (1 st , 2 nd , 3 rd)	
	Region of Queens Munic. – Liverpool Marie MacLeod	3 rd	Mar. 19/15 – Mar. 19/18
Municipal Representatives	Munic. of the Dist. of Argyle <i>Vacant</i>		
	Munic. of the Dist. of Barrington Cecil Swimm	1 st	Sep. 24/14 – Sep. 24/17
	Munic. of the Dist. of Clare Mariette Byzewski	2 nd	Mar. 23/16 – Mar. 23/19
	Town of Clark's Harbour Marlene Smith	1 st	Nov. 20/14 – Nov. 20/17
	Munic. of the Dist. of Digby Richard Fitzgerald	3 rd	Nov. 27/13 – Nov. 27/16
	Town of Digby Charles Haliburton	1 st	Mar. 18/16 – Mar. 18/19
	Town of Lockeport Catherine MacIntosh	1 st	Nov. 13/14 – Nov. 13/17
	Munic. of the Dist. of Shelburne <i>Vacant</i>		
	Town of Shelburne Heath Spencer	1 st	Dec. 4/14 – Dec. 4/17
	Municipality of the Dist. of Yarmouth Dolores Atwood	3 rd	Jun. 4/15 – Jun. 4/18
	Town of Yarmouth <i>Vacant</i>		

September 7, 2016

Diana Brothers, Warden
County Municipality of Kings
PO Box 100 87 Cornwallis St
Kentville, NS B4N 3W3



Dear Diana Brothers,

Re: Another Opportunity to Have Your Say in Canada Post Review

I am following up on our June 6th correspondence about the Canada Post Review to provide you with additional information on phase 2 of the review.

This fall, a parliamentary committee will be consulting with Canadians on postal service and the options identified by a task force in phase 1. The committee will make recommendations to the government by year's end. The government expects to announce its decisions about Canada Post in the spring of 2017.

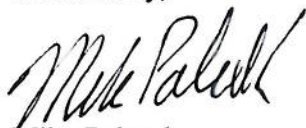
You may be interested to know that the options identified by the task force include major changes to the moratorium on post office closures in rural and small towns. The task force suggests "updating" or "refreshing" the moratorium. It outlines the cost savings that could be achieved by converting to franchises or closing all corporate outlets, or only the 800 highest yielding offices. You can see the full task force discussion paper at <http://www.tpsgc-pwgsc.gc.ca/examendepostescanada-canadapostreview/rapport-report/consult-eng.html>

CUPW would like to ensure that the views of municipalities are considered during each stage of the Canada Post Review. Therefore, we are urging you to fill out the parliamentary committee's online survey from September 26 to October 21 at parl.gc.ca/OGGO-e and encourage residents to do likewise. During this time, paper surveys will be available upon request. The committee will also hold public consultations across the country.

The union has attached information on how to provide input in phase 2, as well as a new resolution for your consideration. You can learn more about the review by going to CUPW.ca/canadapostreview and Canada.ca/canadapostreview

Thank you for taking the time to read this letter and anything you can do to help us convince the parliamentary committee to recommend against further cuts at Canada Post in favour of building a 21st century post office that expands services, generates revenues and meets the needs of Canadians.

In solidarity,



Mike Palecek
National President

c.c. National Executive Committee, Regional Executive Committees, National Union Representatives, Regional Union Representatives, Specialists, Campaign Coordinators, Negotiators

/bk cope 225



Have your say!

1) Fill out the parliamentary committee's on line survey from September 26 to October 21 at: parl.gc.ca/OGGO-e. During this time, you can also request a paper version of the survey by phoning 613-995-9469 or writing to Standing Committee on Government Operations and Estimates, Sixth Floor, 131 Queen Street, House of Commons, Ottawa, Ontario, K1A 0A6 Canada.

2) Attend one of the public consultations being held across the country. For more information, go to:

<http://www.parl.gc.ca/HousePublications/Publication.aspx?Language=e&Mode=1&Parl=0&Ses=0&DocId=8391013> (Note: Information on western and northern locations to come)

You can get information on the process and key issues in the weeks to come at CUPW.ca/canadapostreview.

What to say

Let the committee know what your key issues are:

- Getting your home mail delivery back?
- Keeping your public post office?
- Greening the post office?
- Creating services that support seniors and people with disabilities?
- Bringing back our postal bank for more inclusive, accessible financial services for everyone?

List of locations to be visited by the parliamentary committee:

Corner Brook and St. John's, Newfoundland
Sydney and Halifax, Nova Scotia
Charlottetown, Prince Edward Island
Bathurst, New Brunswick
Levis, Quebec City, Blainville and Montreal, Quebec
Toronto, Kitchener, Windsor, Dryden, and Sandy Lake First Nation, Ontario
(Following locations to be confirmed)
Surrey, British Columbia
Edmonton and Calgary, Alberta
Yellowknife, Northwest Territories
Regina and Moose Jaw, Saskatchewan
Winnipeg, Manitoba

Please share your input with us at Feedback@cupw-sttp.org or mail to Mike Palecek, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3

Public review on future of Canada Post

Whereas Canada Post announced drastic cutbacks to our public postal service in December 2013, including plans to end home mail delivery in our country.

Whereas there was a huge public outcry in response to the cutbacks and stiff opposition from most federal parties, including the Liberal Party, which promised to halt the delivery cuts and conduct a review of Canada Post, if elected.

Whereas the delivery cuts were halted and our Liberal government is currently conducting a Canada Post Review, which started earlier this year with an independent task force to identify options for the future of postal service in this country.

Whereas a parliamentary committee will hold e-consultations and meetings in various locations across the country on postal service and the options that have been identified by the task force and then make recommendations to the government on the future of Canada Post.

Whereas it will be crucial for the parliamentary committee to hear our views on key issues, including the importance of maintaining the moratorium on post office closures, improving the Canadian Postal Service Charter, adding postal banking, greening Canada Post, keeping decent post office jobs in our communities, preserving daily delivery, restoring home mail delivery, developing services that help older Canadians remain in their homes and providing services that assist people with disabilities,

Therefore be it resolved that (name of municipality) 1) Fill out the parliamentary committee's on line survey about Canada Post from September 26 to October 21 at parl.gc.ca/OGGO-e and encourage residents to do likewise 2) Attend the public consultations being held across the country

— NOVA SCOTIA PROVINCIAL —
LOTTERIES & CASINO CORPORATION

September 27, 2016



Warden Diana Brothers
Municipality of the County of Kings
PO Box 100
87 Cornwallis Street
Kentville, NS B4N 3W3

Dear Warden Brothers:

This year marks the 10th anniversary of our Social Responsibility Charter. A North American first when it was created in 2006, it is the backbone of everything we do at the Nova Scotia Provincial Lotteries and Casino Corporation (NSPLCC). I am pleased to provide you with our 2015-16 Social Responsibility Community Report, which is an overview of our activities this past year to ensure social responsibility is integrated into every aspect of the gaming industry in Nova Scotia.

Some of these activities include our responsible gaming programs. Last year, NSPLCC delivered a comprehensive suite of these programs. Our commitment, as outlined in the Social Responsibility Charter, is critical to ensuring that the balance between economic sustainability and social responsibility continues to guide our actions and decisions.

The full Social Responsibility Community Report, which provides the detailed information of our social responsibility efforts in video format, can be viewed on our website at www.gamingns.ca under Reports.

I would like to take this opportunity to thank our operators and our many retailers for their commitment and dedication to running a socially responsible business in Nova Scotia.

Yours very truly,

Robert A. MacKinnon
President & CEO

2015-16 Community Highlights Report

As the public corporation with responsibility to manage legalized gambling, every day we work hard to earn the trust and respect of the people of Nova Scotia.

Ten years ago, we formalized our commitment to social responsibility by creating the first Social Responsibility Charter in the North American gambling industry. Sharing our progress under five pillars each year is part of that pledge. We're proud of this ten-year milestone and believe it called for something special, so we made a short video highlighting how the industry has evolved over that time. You can view it at www.gamingns.ca.

Our commitment to being socially responsible is deeply rooted in everything we do. And our Social Responsibility Charter is our north star.

1. Responsible Gambling

It is important for all Nova Scotians, whether they choose to gamble or not, to be confident that NSPLCC's activities are rooted in leading responsible gambling practices.

- Worked with responsible gambling experts to develop an awareness campaign based on the theme, *Balance is the Name of the Game*, which launched during Responsible Gambling Awareness Week (RGAW) 2015.
- Along with Atlantic Lottery and Casino Nova Scotia, assessed every new game and initiative using the rigorous standards of the Responsible Gambling Assessment Program to ensure social responsibility is integrated into every business decision.
- Marked the 14th annual RGAW from September 27 – October 3, 2015, promoting responsible gambling messages to Nova Scotians. More than 95% of those asked reported learning something new.

785 Responsible Gambling Assessments completed.

769

approved

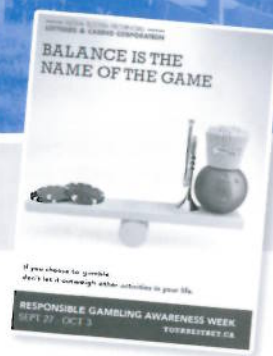
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modified

1

declined

- Invested \$6.4 million in prevention, education and treatment programs.
- In partnership with Casino Nova Scotia, completed the initial assessment for accreditation under RG Check, the most rigorous RG accreditation program in the world, developed by the Responsible Gambling Council, an independent non-profit organization.



4,300

visitors to the Responsible Gambling Resource Centres at Casino Nova Scotia, representing an increase of 19% over last year

16,850

unique visitors to yourbestbet.ca

4,200

casino guests used two new M.A.R.G.I. kiosks compared to 3,800 last year

16,700

Nova Scotians directly reached with responsible gambling messages during RGAW

- Maintained and updated key responsible gambling touch points for players, including the Responsible Gambling Resource Centres at the casinos, yourbestbet.ca, and Mobile Access to Responsible Gambling Information (M.A.R.G.I.) kiosks.
- Engaged an evaluation expert to assist with a review of responsible gambling evaluation and target setting.

2. Integrity and Security

Our games are fair and honest. New game development always includes independent testing and verification of game integrity.

- Worked with the Nova Scotia Department of Health and Wellness and the Nova Scotia Health Research Foundation (NSHRF) to conduct research about online gambling in Nova Scotia.
- As of March 2016, Atlantic Lottery's mobile app for ticket lottery purchases saw a total of almost 203,000 transactions, \$1.7 million in sales and an average of just over 3,000 unique players per month.
- Received and responded to four FOIPOP requests in 2015-16.
- Responded to 20 inquiries made through NSPLCC's corporate website.
- Reported 209 incidents related to Section 24(1)(e) of the *Gaming Control Act*; 207 were resolved through prescribed procedures and two remain open.
- There were 106 related party wins over \$1,000 in Nova Scotia. All prizes were verified before being paid out.

3. Citizens and Communities

We believe supporting community initiatives starts with funding what matters to Nova Scotians.

- *Support4Sport* is the most significant source of funding for amateur sport in Nova Scotia with 100% of the proceeds from *Support4Sport* products in Nova Scotia going to amateur sport. The funding program helps develop community and provincial sporting programs and provides training and development opportunities for athletes, coaches and officials. The program provided \$4.1 million in 2015-16, bringing the overall total since inception to more than \$31 million.
- In 2013, *Support4Culture* was launched to support arts, culture, and heritage in communities across Nova Scotia and has provided more than \$6 million to date for



360 aspiring and established artists and community arts, culture and heritage organizations.

- Casino Nova Scotia, in conjunction with Music Nova Scotia, announced that the Halifax and Sydney casinos would become the home for a newly created East Coast Music Hall of Fame. The Halifax site opened in the fall of 2015, with the Sydney site following in 2016.
- *Support4Communities* helped non-profit organizations raise more than \$68,000 through 10 Monte Carlo Night fundraisers. More than \$820,000 has been raised for much-needed community programs throughout the life of this program.
- Introduced the Zero Waste program by removing all desk-side trash cans and introducing sorting stations. Ninety per cent of employees also moved to paperless paystubs.



4. Corporate Governance

Good corporate governance means being open and accountable and holding ourselves to the highest ethical standards.

- Held a training session on effective board operation and governance maximization processes and boardroom diversity.
- In July 2016, NSPLCC publicly released its 2015-16 Report to Stakeholders.
- Updated online Fact Sheets on a quarterly basis. The corporate website is also updated regularly to show where gaming revenue comes from and where it goes.

5. Stakeholder Relationships

Respecting the experiences and viewpoints of others and working together provides the best opportunity to advance our mutual social responsibility goals.

- Regularly requested and gathered feedback from experts in the fields of responsible and problem gambling, as well as technical, regulatory, and legal experts, considering their views on major initiatives.
- NSPLCC continues to develop relationships with important stakeholders such as retailer groups, our operators Atlantic Lottery and Casino Nova Scotia, and government departments including Communities, Culture and Heritage, the Department of Health and Wellness, Office of Aboriginal Affairs, Agriculture, and the Alcohol, Gaming, Fuel and Tobacco Division of Service Nova Scotia.

October 4, 2016

Hon. Margaret Miller
Minister of Environment
18th Floor
Barrington Street Tower
Halifax, NS.

RECEIVED

OCT 11 2016

Attn: Diana Brothers

Dear Minister Miller,

Thank you for your reply of August 23, 2016 to Ray Côté, our Association Secretary. I appreciate your views on the subject of the blooms on Lake Torment and the resulting public health advisories. However a couple of recent events have caused us to communicate with you again.


Your department continues to emphasize that species of *Anabeana* and *Aphanothece* among others, are naturally occurring as if we have to simply accept the situation. It may well be true that higher temperatures and lower acidity are factors influencing these blooms, But it is also true that growth requires nutrients. A recent report by Dr. Tri Nguyen-Quang of the Dalhousie Faculty of Agriculture indicates that phosphorus was slightly elevated in early July. The June blooms had already peaked by that time so it is likely that phosphorus might have been higher earlier in late May and early June. Recent sampling after the rains in early September also show a higher level of phosphorus near the outlet of Lake Torment. The question then is where are these nutrients coming from?

With that in mind, we have just received the draft of the Kings 2015 Lake Water Quality Monitoring Program report. Among other things, it shows that the Water Quality Index of Armstrong Lake has deteriorated since 2014. Armstrong Lake runs into Lake Torment in the upper reaches of the LaHave River. We suspect that cottages and activities on Armstrong Lake could be sources of contamination. Some of these are quite old and very near the edge of the lake.

We have also read that Nova Scotia Environment and Lunenburg County have signed a Memorandum of Understanding (MOU) to cooperate in identifying properties that require a septic system upgrade. While addressing any malfunctioning or non-existent septic systems in the lower reaches of the LaHave River is important, expectations of improvements in water quality and reductions of fecal coliforms may not be realized without controlling sources elsewhere in the watershed. Members of our association are prepared to do some limited fecal coliform sampling on Lake Torment because the latter is not part of the Kings Monitoring Program but we are not in a position to do an exhaustive survey.

We believe that a systemic approach is required to address the blooms and contamination of the LaHave system. This would require the cooperation of the provincial government, Kings, Lunenburg and Annapolis Counties and possibly the Bluenose Coastal Action Foundation, We respectfully urge the parties to expand the scope of the MOU to encompass the LaHave River watershed.

Yours sincerely,



David Alexander

President

West Lake Torment Property Owners Association

cc. Diana Brothers, Warden, Kings County

Don Downe, Mayor, Lunenburg County

Shanna Fredericks, LaHave River Coordinator, Bluenose Coastal Action Foundation



NOVA SCOTIA FRUIT GROWERS' ASSOCIATION
Agricultural Centre, Kentville, NS B4N 1J5
Tel: 902-678-1093 • Fax: 902-678-1567
www.nsfga.com • coconnor@nsapples.com



October 17, 2016

Mayor Peter Muttart
Municipality of Kings County
P.O. Box 100, 87 Cornwallis St
Kentville, NS
B4N 3W3

Dear Mayor Muttart,

Congratulations on your recent mayoral victory. We look forward to working with you as many of our growers operate within the Kings County area.

The Nova Scotia Fruit Growers' Association is holding its 2017 Annual Convention on January 24 - 25, 2017 at the Old Orchard Inn in Greenwich. This is a time for industry stakeholders to exchange ideas, technical and market information, as well as network. The theme of our Convention this year is **"From Roots to Retail!"**

The NSFGA membership is pleased to invite you to be our guest at the Opening Session of the convention followed by the President's Reception on Tuesday, January 24, 2017 at 7:00 pm in the Orchard Hall at the Old Orchard Inn. Please RSVP by 13 January, 2017.

A detailed agenda will be on the NSFGA website at www.nsfga.com by the beginning of the New Year and emailed to you. If there is any other part of the Convention you wish to attend, you are more than welcome. We look forward to seeing you.

Sincerely yours,

Candy M. O'Connor
Executive Director



October 21, 2016

Peter Muttart, Mayor
Municipality of the County of Kings
PO Box 100
Kentville B4N 3W3

Dear Mr. Mayor

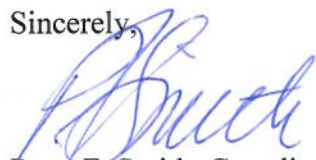
Congratulations on your success in the recent election and on becoming the first-ever mayor of Kings County.

As you may be aware from your experience on council, Kings County is a sponsor of the Acadia Performing Arts Series which presents eight or nine concerts during the academic year. Many of our regular patrons and subscribers, as well as our collaborators and partners are residents of the county.

I would be delighted if you and Janet would be able to join us at a concert to “sample the product” that your municipal government is supporting. Our next concert, by the Blue Engine String Quartet on Saturday, November 5 at 7:30, would be the first one on my list but, if that’s not convenient, please feel free to choose another event from the enclosed brochure.

Thank you for considering this invitation and for the continuing support of the Municipality of Kings County. I look forward to hearing from you and to welcoming you to one of our concerts in the near future.

Sincerely,



Peter F. Smith, Coordinator

Kari Saunders
515 Parker Condon Road,
Berwick, NS, B0P 1E0

October 24, 2016

Kings County Council
87 Cornwallis Street,
PO Box 100,
Kentville, NS, B4N 3W3

To Whom It May Concern,

I am writing to you to request that on March 21, 2017 a flag raising ceremony be held to proclaim World Down syndrome Day. Each year on March 21st we celebrate members of our families, as well as our communities, on this symbolic day. The date of March 21st (3/21) is chosen to represent the important date as Down syndrome, medically known as T21, is a third copy of the twenty first chromosome, meaning both are represented by 3/21.

I feel by having this day proclaimed by the mayor we would raise awareness for the most common genetic disorder. Members of our community who have Down syndrome can feel a sense of pride knowing that our community will be embracing them and their exceptionalities. I myself, a parent of a child who has Down syndrome, will be proud to live in a community who can accept my child and go the extra step by making him feel included. I know he will grow to be a contributing member to our community and he will teach others many important life lessons through acceptance and understanding.

In future years I would love to celebrate this date with community involvement. Raising the flag with a proclamation is a big first step and leaves lots of room for growth for many years to come. My child will feel a sense of pride whenever he sees the flag flying knowing we are celebrating the gift he is. My family will feel embraced by a community showing their support to us knowing all the effort, as well as the rewards, that go into raising a child who has Down syndrome.

I look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script that reads "Kari Saunders".

Kari Saunders