

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

December 18, 2018

9:00 am

AGENDA

Audio Recording Times Noted in Red
(Minutes:Seconds)

1. Roll Call 00:00
2. Approval of Agenda 01:00 Page 1
3. Disclosure of Conflict of Interest Issues None
4. Approval of Minutes
a. November 20, 2018 Committee of the Whole 03:40 Page 2
5. Business Arising from Minutes
a. November 20, 2018 Committee of the Whole 04:13 Page 2
6. 9:05 am: Human Resources
a. Service Awards 05:55
b. Excellence in Public Service Awards 14:39
7. Presentations
a. 9:30 am VON Annapolis Valley 25:49 Page 16
b. 9:50 am The Booker School 41:08 Page 17
8. Administration
a. Strategic Plan 2018-2021 75:42 Page 18
b. Municipal Branding/Visual Identity 122:44 Page 20
c. Community Grant Allocations - Youth Travel Assistance Program 170:35 Page 22
9. Engineering and Public Works, Lands and Parks Services/Financial Services
a. Investing in Canada Infrastructure Program - Green: Environmental Quality Grant Priority List 253:30 Page 24
10. Financial Services
a. Multi-Year Grant Commitments with Completed Projects 283:00 Page 34
11. Correspondence 297:57
a. 2018-11-29 Minister of Fisheries and Oceans re: Offshore Oil and Gas Drilling Page 43
b. 2018-11-30 RCMP District Policing Officer Southwest Nova Page 45
c. 2018-12-05 Berwick Gala Days Thank You Page 46
12. Board and Committee Reports
a. Annapolis Valley Trails Coalition Board 300:07 Page 48
b. Audit Committee 300:48 Page 49
c. Kentville Joint Fire Services Committee 301:28 Page 50
d. Kings Transit Authority Board 302:03 Page 51
e. Kings Youth Council 303:32 Page 52
f. Budget and Finance Committee 304:20 Page 53
g. Regional Sewer Committee 304:38 Page 53
h. Kings Point to Point Board 304:50 Page 54
i. Nova Scotia Federation of Municipalities Board Initiatives Report 305:04 Page 55
j. Nominating Committee 306:08
k. Fire Services Advisory Committee 329:28
l. Diversity Kings County 330:08
13. Other Business None
14. Comments from the Public None
15. In Camera re: Personnel and Contractual Matters 331:04
16. Adjournment

**COMMITTEE OF THE WHOLE
November 20, 2018
MINUTES**

**Meeting Date
and Time**

A meeting of the Committee of the Whole was held on Tuesday, November 20, 2018 at 9:00 am in the Council Chambers, Municipal Complex, Kentville, NS.

1. Attendance

All Councillors were in attendance.

Results for Roll Call

For 10
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

Also in attendance were:

- Rob Frost, Deputy Chief Administrative Officer
- Trish Javorek, Director, Community Development (until lunch recess)
- Janny Postema, Municipal Clerk/Recording Secretary

2. [Approval of Agenda](#)

The following amendments were made:

- Business Expense Policy Amendments Supplementary Report - deferred to the next meeting;
- Board and Committee Reports - Diversity Kings County, Kings Youth Council and Lake Monitoring Technical Advisory Committee added;
- In Camera session - personnel item added.

On motion of Councillor Spicer and Councillor Hirtle, that Committee of the Whole approve the November 20, 2018 agenda as amended.

Motion Carried.

Results

For 10
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

3. **Disclosure of Conflict of Interest Issues** No Conflict of Interest issues were declared.

4. **Approval of Minutes**

4a. [October 16, 2018](#) **On motion of Councillor Best and Councillor Allen, that the minutes of the Committee of the Whole meeting held on October 16, 2018 be approved.**

Motion Carried.

Results

For 10
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

5. **Business Arising from Minutes**

5a. [October 16, 2018](#) Mayor Muttart provided the following updates:

- Diversity & Outreach Specialist is organizing a joint Social Media workshop for any interested Councillors at MOK and the three Towns in the new year.
- Air Show Atlantic 2019 organizers are still waiting for confirmation of the Blue Angels performing; if they are successful, the Show will be held during the Labour Day Weekend 2019.
- Policy Analyst will be working on a Single Use Plastics SOP.

6. **Presentations**

6a. [Kings County Seniors' Safety Society](#) Daisy J. Dwyer, Chair, provided a presentation and responded to Councillors' questions, assisted by Michelle Parker, Program Coordinator and Ned Chase, Board Member.

6b. [Valley Regional Enterprise Network](#) Jennifer Tufts, Senior Economic Development Officer, Strategy and Implementation, provided a presentation and responded to Councillors' questions.

6c. [The Flower Cart Group](#) Jeff Kelly, Executive Director, and Leah Phinney, participant, provided a presentation and responded to Councillors' questions.

On motion of Councillor Armstrong and Councillor Winsor, that Committee of the Whole recommend that Municipal Council direct the Mayor to provide a letter of comfort to the Flower Cart Group.

Motion Tabled.

On motion of Councillor Hodges and Councillor Hirtle, that the motion regarding the letter of comfort for the Flower Cart Group be tabled.

Motion Carried.

Results

For 9
Against 1

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	Against
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

7. Administration

- 7a. [Draft Kings REMO Regional Emergency Management Plan September 2018](#)

Dan Stovel, Kings County Regional Emergency Management Coordinator, presented the report as attached to the November 20, 2018 Committee of the Whole agenda and provided a presentation.

On motion of Councillor Hodges and Councillor Hirtle, that Committee of the Whole recommend that Municipal Council adopt the Kings REMO Regional Emergency Management Plan dated September 2018.

Motion Carried.

Results

For 10
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

Lunch Recess

On motion of Councillor Hodges and Councillor Hirtle, that Committee of the Whole recess for lunch.

Motion Carried.

Results

For 10
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

Committee of the Whole recessed for lunch from 11:55 am - 1:00 pm.

Deputy Mayor Lutz noted that she had to leave for a medical appointment and would return around 2:00 pm.

7b. [Community Flag Raising Request: Valley Restorative Justice Week](#)

The Municipal Clerk presented the report as attached to the November 20, 2018 Committee of the Whole agenda.

On motion of Councillor Spicer and Councillor Best, that Committee of the Whole receive the report on the Community Flag Raising Request: Valley Restorative Justice Week as attached to the November 20, 2018 Committee of the Whole agenda for information purposes.

Motion Carried.

Results

For 8
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	-
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Jim Winsor	For
District 9	Peter Allen	For

It was noted that Councillor Hodges returned to her seat following the voting.

7c. [Hospitality Policy](#)

Katarina Sebastian, Policy Analyst, presented the report as attached to the November 20, 2018 Committee of the Whole agenda and provided a presentation.

On motion of Councillor Winsor and Councillor Hirtle, to align municipal policy with requirements of Chapter 13 of the Revised Statutes of Nova Scotia 2017, that Committee of the Whole recommend that Municipal Council adopt the proposed Hospitality Policy contained in the November 20, 2018 Request for Decision Report and that this motion serve as the seven day notice of

Council’s intention to approve the Policy per 48(1) *Municipal Government Act*.

Motion Amended.

On motion of Councillor Armstrong and Councillor Best, that the amount for a gift be increased from \$40 to up to \$150 including tax.

Amendment Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Jim Winsor	For
District 9	Peter Allen	For

An amendment by Councillor Hodges to add provisions regarding cannabis to the Policy was moved but not seconded, and was therefore not considered.

Amended Motion:

To align municipal policy with requirements of Chapter 13 of the Revised Statutes of Nova Scotia 2017, that Committee of the Whole recommend that Municipal Council adopt the proposed Hospitality Policy contained in the November 20, 2018 Request for Decision Report, that the amount for a gift be increased from \$40 to up to \$150 including tax and that this motion serve as the seven day notice of Council’s intention to approve the Policy per 48(1) *Municipal Government Act*.

Amended Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Jim Winsor	For
District 9	Peter Allen	For

7d. [Municipal Branding/Visual Identity](#)

Melissa Morrison, Special Project Specialist, presented the report as attached to the November 20, 2018 Committee of the Whole agenda and provided a presentation.

On motion of Councillor Armstrong and Councillor Hodges, that Committee of the Whole recommend that Municipal Council approve the creation of a new visual identity (brand) at a cost not to exceed \$9,999, to be funded from the Economic Development Advertising Budget Line 01-2-262-970.

Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Jim Winsor	For
District 9	Peter Allen	For

7e. [Municipal Elections Advisory Committee](#)

Melissa Morrison, Special Project Specialist, presented the report as attached to the November 20, 2018 Committee of the Whole agenda and provided a presentation.

On motion of Councillor Armstrong and Councillor Best, that Committee of the Whole recommend that Municipal Council direct the CAO to create a Municipal Elections Advisory Committee as per the Terms of Reference attached to the November 20, 2018 agenda package.

Motion Amended.

On motion of Councillor Raven and Councillor Hirtle, to add District Boundaries between Polling Divisions and e-Voting.

Amendment Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Jim Winsor	For
District 9	Peter Allen	For

Amended Motion:

That Committee of the Whole recommend that Municipal Council direct the CAO to create a Municipal Elections Advisory Committee as per the Terms of Reference attached to the November 20, 2018 agenda package and add District Boundaries between Polling Divisions and e-Voting.

Amended Motion Carried.

Results

For 7
Against 2

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	Against
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Jim Winsor	Against
District 9	Peter Allen	For

- 7f. **Business Expense Policy Amendments - Supplementary Report**

Deferred.

- 8. **Financial Services**

- 8a. [Accountability Report \(Period Ending September 30, 2018\)](#)

Katrina Roefs, Financial Analyst, presented the report as attached to the November 20, 2018 Committee of the Whole agenda.

On motion of Councillor Armstrong and Councillor Spicer, that Committee of the Whole receive the Accountability Report (Period Ending September 30, 2018) as attached to the November 20, 2018 agenda for information.

Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Jim Winsor	For
District 9	Peter Allen	For

8b. [2018/19 Capital Investment Plan and Gas Tax Allocation to Villages](#)

Karen Kluska, Financial Analyst, presented the report as attached to the November 20, 2018 Committee of the Whole agenda.

On motion of Councillor Best and Councillor Hodges, that Committee of the Whole recommend that Municipal Council approve a second amendment to the 2018/19 Gas Tax use for Village Projects and the 2018/19 Five Year Capital Investment Plan attached to the Request for Decision dated July 17, 2018, to add the Village of Canning J Jordan Sidewalk project with a total budget of \$33,789 and Gas Tax use of \$22,526.

Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Jim Winsor	For
District 9	Peter Allen	For

8c. [Accelerated Payment of Kings Mutual Century Centre Remaining Grant](#)

Katrina Roefs, Financial Analyst, presented the report as attached to the November 20, 2018 Committee of the Whole agenda.

It was noted that Deputy Mayor Lutz returned at 2:17 pm.

On motion of Councillor Winsor and Councillor Hodges, that Committee of the Whole recommend to Council that the grant to the Berwick Community Association for phase two construction of the Kings Mutual Century Centre not be paid in an accelerated fashion and that the existing grant commitment be followed until complete.

Motion Defeated.

Results

For 5
Against 5

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	Against
District 3	Brian Hirtle	Against
District 4	Martha Armstrong	For
District 5	Paul Spicer	Against
District 6	Bob Best	Against
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	Against

On motion of Councillor Hirtle and Councillor Raven, that Committee of the Whole recommend that Municipal Council instruct the CAO to arrange for a staff report from Finance indicating the cost and consequences of paying out all remaining multi-year grant commitments for projects that have been completed.

Motion Carried.

Results

For 7
Against 3

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	Against
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	Against
District 5	Paul Spicer	For
District 6	Bob Best	For
District 7	Emily Lutz	Against
District 8	Jim Winsor	For
District 9	Peter Allen	For

It was noted that Councillor Best left at 2:30 pm to go to a medical appointment.

9. Councillor Item

- 9a. [Climate Change Action Initiative: Helping Kings County Tax-Payers Access Energy Upgrades](#)

Councillor Raven presented the report as attached to the November 20, 2018 Committee of the Whole agenda.

On motion of Councillor Raven and Councillor Hirtle, that Committee of the Whole recommend that Municipal Council direct the CAO to begin the necessary work to have a Clean Energy Financing program ready to begin April 1, 2019.

Motion Amended.

On motion of Councillor Winsor and Councillor Armstrong, to amend the date to “come into effect in the 2019/20 fiscal year”.

Amendment Carried.

Results

For 7
Against 2

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	Against
District 4	Martha Armstrong	For
District 5	Paul Spicer	Against
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

Amended Motion:

That Committee of the Whole recommend that Municipal Council direct the CAO to begin the necessary work to have a Clean Energy Financing program ready to come into effect in the 2019/20 fiscal year.

Amended Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

On motion of Councillor Raven and Councillor Hirtle, that Committee of the Whole recommend that Municipal Council invite Leon de Vreede, Sustainability Planner, Town of Bridgewater, to speak to Council about the town’s Clean Energy Financing program and other components of the “Energize Bridgewater” initiative that embraces economic and social development through clean energy and climate change action.

Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

6c. [The Flower Cart Group - Letter of Comfort](#)
(continued)

On motion of Councillor Armstrong and Councillor Raven, to bring back the motion regarding The Flower Cart Group - Letter of Comfort.

Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

On motion of Councillor Winsor and Councillor Armstrong, to amend the date in the original letter to April 2019.

Amendment Carried.

Results

For 8
Against 1

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	Against
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

Amended Motion:

That Committee of the Whole recommend that Municipal Council direct the Mayor to provide a letter of comfort to the Flower Cart Group and to amend the date in the original letter to April 2019.

Amended Motion Carried.

Results

For 7
Against 2

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	Against
District 3	Brian Hirtle	Against
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

10. **Correspondence**

Mayor Muttart provided an overview of the correspondence as attached to the November 20, 2018 Committee of the Whole agenda.

On motion of Councillor Allen and Councillor Spicer, that Committee of the Whole receive the Correspondence as attached to the November 20, 2018 Committee of the Whole agenda.

Motion Carried.

Results

For 9

Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

10a. [Acadia Women's Rugby Championship Thank You](#)

For information.

10b. [Kings Transit Fare Adjustments](#)

For information.

10c. [Valley Hospice Foundation Thank You](#)

For information.

11. **Board and Committee Reports**

11a. [Annapolis Valley Trails Coalition Board](#)

Councillor Spicer presented the report as attached to the November 20, 2018 Committee of the Whole agenda.

11b. Kings Transit Authority Board

Councillor Raven provided a verbal update and presented three promotional videos.

11c. [Diversity Kings County](#)

Deputy Mayor Lutz presented the report, which would be included in the agenda package following the meeting.

11d. [Kings Youth Council](#)

Deputy Mayor Lutz presented the report, which would be included in the agenda package following the meeting.

11e. [Lake Monitoring Technical Advisory Committee](#)

Deputy Mayor Lutz presented the report, which would be included in the agenda package following the meeting.

11f. Regional Sewer Committee

Councillor Winsor provided a verbal update.

11g. Budget and Finance Committee

Councillor Winsor provided a verbal update.

Board and Committee Reports

On motion of Councillor Armstrong and Councillor Hirtle, that Committee of the Whole receive the Board and Committee Reports as attached to the November 20, 2018 Committee of the Whole agenda and as provided verbally.

Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

12. **Other Business**

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

13. **Comments from the Public**

No members of the public were in attendance.

14. **In Camera re: Personnel and Contractual Matter**

On motion of Councillor Allen and Councillor Spicer, that Committee of the Whole move in camera in accordance with Section 22 (2) (c) and (e) *Municipal Government Act* to discuss a personnel and contractual matter.

Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

Committee of the Whole moved in camera at 3:50 pm and returned to open session at 4:07 pm.

Port Williams Funding

On motion of Councillor Raven and Councillor Armstrong, that Committee of the Whole recommend to Council that \$6,500 be awarded to the Village of Port Williams to be spent in support of its business district.

Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

15. **Adjournment**

On motion of Councillor Spicer and Councillor Hirtle, there being no further business, the meeting adjourned at 4:13 pm.

Motion Carried.

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	For
District 1	Meg Hodges	For
District 2	Pauline Raven	For
District 3	Brian Hirtle	For
District 4	Martha Armstrong	For
District 5	Paul Spicer	For
District 6	Bob Best	-
District 7	Emily Lutz	For
District 8	Jim Winsor	For
District 9	Peter Allen	For

Approved by:

Mayor Peter Muttart

Janny Postema
Municipal Clerk/Recording Secretary

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

Presentation to Committee of the Whole

Subject: Overview of Community Support Services

Organization: VON Annapolis Valley

Name of Presenter(s): Alice Morse

Date:

Organization:

(Who) Summary of the organization you will represent:

VON Annapolis Valley

Discussion:

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

We would like to review the programs that we offer through community support services (Adult Day, Meals on Wheels, Frozen Favourites, and Companionship Transportation) and inform the council how members of the community can get the service if interested.

Request:

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

The purpose of this presentation is for information sharing.

Presentation to Committee of the Whole

Subject: An option for education in the county of Kings

Organization: The Booker School

Name of Presenter(s): James Weekes: Head of School

Date: December 18, 2018

Organization:

(Who) Summary of the organization you will represent:

The Booker School is a small independent, not-for-profit organization in the village of Port Williams. Since 2012 it has offered a chance for families to join a community with the students at the heart of their mission. The school aims to gain accreditation with the International Baccalaureate's Primary Years Programme (Elementary) which offers the scaffolding and beginning for the more commonly known Diploma Programme (available at Horton & Kings Edgehill). The curriculum is inquiry driven, concept based, and internationally recognized as challenging, significant and meaningful. We inspire students to be life-long learners.

Discussion:

(What) Brief summary of the topic you wish to discuss: We wish to present the following topics to the Council:

Our Philosophy
Our Scholarship Opportunities
Our Makerspace/Design Studio
Our Service Learning Partners

Request:

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

We would like to inform local leadership about who we are, what we do and why we do it. We would like to rally support for the Makerspace & Design Studio, whether that's through financial aid, materials, or programming.

We will prepare an electronic presentation to share with the committee.



Municipality of the County of Kings

Request for Decision

TO Committee of the Whole

PREPARED BY Scott Conrod, CAO

MEETING DATE December 18, 2018

SUBJECT Strategic Plan 2018-2021

ORIGIN

- January, October and November 2017 - Strategic Planning Sessions
- December 5, 2017 Briefing Report - Strategic Plan Update
- January and February 2018 - Strategic Planning Sessions

RECOMMENDATION

That Committee of the Whole recommend Municipal Council adopt the Strategic Plan for 2018-2021 as attached to the December 18, 2018 agenda package.

INTENT

To present a final draft of the Strategic Plan and provide background on how it was developed.

DISCUSSION

A Strategic Plan will allow the organization to be proactive in working towards Council's objectives. It will provide a clear direction to staff in terms of Key Strategic Priorities (KSPs) and increase operational efficiencies through the completion of Core Program Enhancements (CPEs). Below is a graphic of how the vision, mission, and values interrelate with operational plans.



Input was gathered and reviewed from a variety of sources including: Kings 2050 umbrella statement and public consultation, what was heard on the “door steps” during the 2016 election, and, Council strategic planning sessions. Council combined these elements and assembled vision, mission and value statements, and additionally generated and prioritized KSPs.



Municipality of the County of Kings

Request for Decision

Council further completed a ranking (prioritizing) exercise on a number of projects and initiatives. Four projects rose to the top under this ranking exercise falling under multiple KSPs.

KSP initiatives are being advanced under a business-planning model (referred to as a Work Plan) that considers the benefits of proposed projects (value propositions) in relation to financial metrics and other required key success factors.

Quarterly updates on progress will ensure accountability and transparency. These quarterly updates will provide an opportunity to regularly discuss next steps and introduce changes that may be required to advance an initiative.

Following adoption of the Strategic Plan, outward and inward facing documents will be created to communicate the plan to the public and staff.

FINANCIAL IMPLICATIONS

- Council will consider Work Plans for projects as part of their annual operational, reserve and capital budget deliberations.
- KSPs will also be considered as part of the grant programs as projects will be required to align with one or more of the KSPs.

COMMUNITY ENGAGEMENT

- The Vision statement was derived from Kings 2050 community engagement.
- 2016 election campaigns

ALTERNATIVES

- Modify the presented information.
- Not approve the Strategic Plan.

IMPLEMENTATION

- Strategic Plan Alignment will be added to briefing and requests for decision reports to ensure items being addressed by Council are aligned to the Strategic Plan.
- Quarterly Strategic Plan Update Reports will be provided to Council.

APPENDICES

- Appendix A: [Municipality of the County of Kings Strategic Plan 2018-2021](#) (presentation)



Municipality of the County of Kings

Briefing

TO Committee of the Whole

PREPARED BY Melissa Morrison, Strategic Project Specialist

MEETING DATE December 18, 2018

SUBJECT Municipal Branding/Visual Identity

ORIGIN

- October 17, 2017 Council Workshop Discussion
- Municipal Council Motion December 4, 2018

RECOMMENDATION

That Committee of the Whole receive the Municipal Branding/Visual Identity presentation provided on December 18, 2018 as information.

INTENT

For Committee of the Whole to receive and give feedback on the design.

DISCUSSION

The Branding Sub-Committee was struck from the CAO's Off-Site Signage Working Group to determine a branding plan. This Committee first met mid August, and has since compiled information from public consultation done during Kings 2050, looked at how other municipal units have undertaken branding, and have done general public engagement through social media including a survey (both to staff and the public) to provide background data to a design firm. The Committee also put out an Expression of Interest (EOI) October 5-October 23, 2018 seeking qualified individuals, groups of individuals or firms to assist in the development of a new visual identity. Thirteen EOIs were received and scored. Revolve was the successful firm.

Revolve is a branding and marketing firm located in Halifax, Nova Scotia. Their experience and approach to place branding set them apart from the other EOIs received. Their ability to not just create a brand but also guide implementation can be demonstrated through their work with Halifax and Kentville.

On December 10, 2018, Revolve met with the ad hoc group to provide feedback on design options. This feedback was used to create the design that will be presented at Committee of the Whole on December 18, 2018.

After the design has been received by Committee of the Whole, an online link will be open to collect public feedback at: www.countyofkings.ca/identity. Today's presentation will be made available, as well as the digital rendering and fields for individuals to provide comments. This site will be open to receive comments from December 18 until 2pm on Friday, December 21, 2018.

These comments will be shared with Revolve and a final design will be created for Council approval on January 8, 2019.



Municipality of the County of Kings

Briefing

FINANCIAL IMPLICATIONS

- Project costs to date have already been considered as part of the Economic Development Advertising Budget Line 01-2-262-970.
- Future costs will be considered as part of upcoming budget deliberations.

COMMUNITY ENGAGEMENT

- The public will be given the opportunity to provide feedback on the proposed concepts December 18-21, 2018.
- Background data has been gathered through community feedback from Kings 2050, and more recently through social media and a survey to both staff and the public.

ALTERNATIVES

- There are no alternatives at this time.

IMPLEMENTATION

- Community engagement on proposed design.
- Council makes a decision on final design.
- Design implemented as part of new building signage.
- Phased implementation over time.

APPROVALS

Scott Conrod, Chief Administrative Officer

December 11, 2018



Municipality of the County of Kings

Briefing

TO Committee of the Whole

PREPARED BY Nichole Gilbert, Coordinator of Recreation Services

MEETING DATE December 18, 2018

SUBJECT Community Grant Allocations - Youth Travel Assistance Program

ORIGIN

- Operating budget approved May 15, 2018
- [FIN-05-018 Community Grants Policy](#) (the 'Policy')
- Grant deadlines:
 - Youth Travel Assistance Program - October 1st

RECOMMENDATION

That Committee of the Whole receive the Community Grant Allocations Briefing as attached to the December 18, 2018 Committee of the Whole agenda for information.

INTENT

Receive for information.

DISCUSSION

Youth Travel Assistance	This fund supports youth teams and individuals in the Municipality who have won the right or been selected to participate in events that require travel. This fund assists with any type of travel an individual or team requires for academic, athletic, and art and cultural pursuits, or conferences and summits in which the knowledge gained would build leadership skills and present unique growth opportunities for the youth.
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Staff have reviewed applications for eligibility and have prepared grant allocations for all requests based on the evaluation criteria in the Policy. Per s.5.7 of the Policy, the Chief Administrative Officer has authority to approve request for Youth Travel.

The following applications were funded:

Name	Event Title	Location	Amount Requested	Amount Funded
London Moses	Royal Agriculture Winter Fair -	Toronto, ON	\$400	\$400
Shane Sommer	2018 Rising Stars U16 Training Camp	Panorama, BC	\$600	\$600
Kathryn Aurora Gray	The Starmus Festival	Bern, Switzerland	\$750	\$750



Municipality of the County of Kings

Briefing

It should be noted that four Youth Travel applications were deemed ineligible:

- Canadian Pony Club National Quiz Competition - Applicant exceeds age requirement
- The African Wildlife Ecology Course - Applicant exceeds age requirement
- Servants Heart Ministries - Applicants did not win/be selected for travel
- Canadian Pony Club Prince Philip Games Competition - Travel happened before application closing

FINANCIAL IMPLICATIONS

- Youth Travel Assistance Program (Intake 1 of 2): \$4,375 from GL 01-2-265-926 (Budget = \$10,000)
- Youth Travel Assistance Program (Intake 2 of 2): \$1,750 from GL 01-2-265-926 (Budget = \$10,000)
- Remaining \$3,875 will be transferred to general surplus

COMMUNITY ENGAGEMENT

- Community engagement was included as part of the Policy development process.
- Policy FIN-05-018 was posted on the municipal website.
- There was no specific community engagement initiative as this item originated through the budget process.
- Per s.65(a) *Municipal Government Act*, a list of grant recipients will be published.

ALTERNATIVES

- No alternative allocations are recommended.

IMPLEMENTATION

- Staff will advise applicants of allocations and any conditions on funding and forward cheques to successful applicants.
- A list of all successful applicants will be published.

APPROVALS

Rob Frost, Deputy Chief Administrative Officer

December 11, 2018



Municipality of the County of Kings

Request for Decision

TO Committee of the Whole

PREPARED BY Karen Kluska, CPA, CA, Financial Analyst
Tim Bouter, P.Eng., Acting Director, Engineering & Public Works

MEETING DATE December 18, 2018

SUBJECT Investing in Canada Infrastructure Program - Green: Environmental Quality Grant Priority List

ORIGIN

- Correspondence from the Province of Nova Scotia dated December 3, 2018

RECOMMENDATIONS

- That Committee of the Whole recommend Municipal Council approve the submission of the 2019 Sewer Upgrades Project to the Province as our first priority under the ICIP Green Environment Grant program.
- That Committee of the Whole recommend Municipal Council approve the submission of the 2019 Community Infrastructure Development & Upgrades Project to the Province as our second priority under the ICIP Green Environment Grant program.

INTENT

To provide Council with information about the new Investing in Canada Infrastructure Program (ICIP) - Green: Environmental Quality program and the request to Municipalities to submit a two-project priority list to the Province on or before January 18, 2019.

DISCUSSION

The ICIP - Green: Environmental Quality program is, as the name implies, focused on projects that benefit the environment through one of the following three immediate outcomes:

- Increased capacity to treat and manage wastewater and storm-water
- Increased access to potable water (drinking water)
- Increased capacity to reduce or remediate soil and air pollutants

In addition to the anticipated environmental benefits, the projects must also provide economic and societal benefits, such as:

- Impact on the overall economy of the region
- Any expected short or long-term job creation as a result.

Engineering & Public Works have identified two projects that meet these criteria and that would be shovel ready for the spring of 2019.



Municipality of the County of Kings

Request for Decision

2019 Sewer Upgrades Project \$1,400,000:

This option includes the following:

- the replacement of two end-of-life lift stations, WE-6 on County Home Road in Waterville, and AT-5, located on Spencer Road in the Meadowview area of North Kentville,
- the disposal of the sludge that was removed from the Waterville septage facility in the 2018/19 fiscal year, and
- the replacement of 1.275 km of sewer pipe on Chapel Road in the Village of Canning, in conjunction with a Village project.

These two lift stations have reached the end of their useful life, with frequent repairs required. WE-6 was built in 1973 and requires complete replacement, including the wet-well, pumps, internal plumbing and electrical panel at an estimated cost of \$300,000. The concrete in the wet-well is failing, resulting in significantly increased risk of environmental contamination. AT-5 was built in 1979, and requires new pumps, internal plumbing and electrical panel at an estimated cost of \$200,000.

WE-6 Lift Station



AT-5 Lift Station



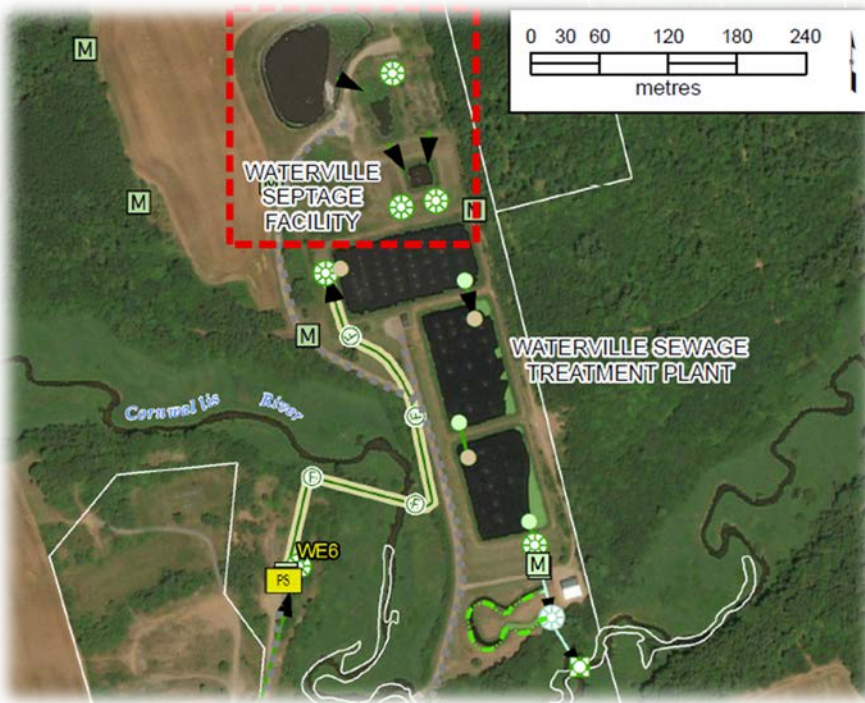


Municipality of the County of Kings Request for Decision

The pumps will be replaced with variable feed drive pumps, which use less electricity because they only pump when levels in the crock trigger a pumping requirement, instead of traditional pumps, which ran continuously. The internal plumbing and the electrical panels will be replaced. These upgrades will reduce the risk of failure leading to environmental contamination of the surrounding area. In addition, the existing electrical panels are a health & safety risk to employees servicing the pumps.

WE-6 pumps all of the sewage in the Waterville sewer system uphill to the treatment facility. The Waterville sewer system serves over 500 households in the Cambridge and Waterville area, as well as industrial and institutional customers such as Michelin and the Kings Regional Rehabilitation Centre. AT-5 serves the Meadowview area of North Kentville, which includes approximately 350 households.

The Waterville septage facility provides the only licensed dumping location in the Municipality, for septic tank pumping services. Roughly half of the residents in the Municipality are served by municipal or village sewer services. The remaining approximately 25,000 residents have their own septic tanks, which are recommended to be pumped and dumped every three years, in order to ensure efficient operation of their septic systems, thereby preventing environmental contamination on a wide scale throughout. Since only roughly one third of Municipal residents are served by municipal or village water services, it is vitally important to the health of most of our residents that their well water is not contaminated as a result of septic tank failure.



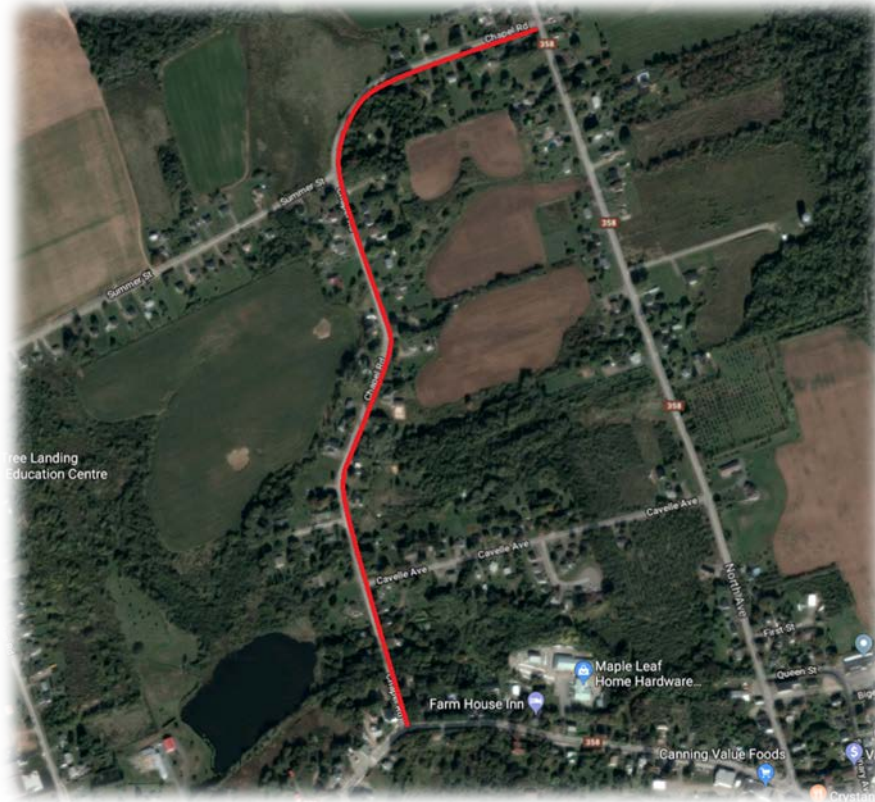
In the 2018/19 year, the Municipality spent approximately \$300k to have the Waterville Septage facility desludged, as it was nearly full, and the biologic activity impaired as a result. The pond liner was repaired at the same time, thereby preventing future leakage into the environment. The sludge was bagged and the bags placed adjacent to the septage to de-water. In the 2019/20 year, we expect it will cost \$300,000 to have the dried sludge removed from the facility and taken to a licensed disposal location.



Municipality of the County of Kings Request for Decision

The Village of Canning is currently planning a project to replace the water pipes and construct sidewalks on Chapel Road in Canning. The Municipality plans to replace the end-of-life sewer pipes at the same time, in order to ensure a coordinated and efficient use of resources, while addressing the environmental issues associated with the pipe failures evidenced in our video inspection. The estimated cost of the sewer portion of the project is \$600,000.

Chapel Road Sewer



2019 Community Infrastructure Development & Upgrades Project \$1,200,000:

The second project option encompasses:

- the replacement of the sewer, installation of a new storm-water system, and the addition of sidewalk on Mee Road in North Kentville

The existing sewer pipes were installed in 1972. The video inspection of these pipes show numerous breaks where storm water can infiltrate and wastewater can escape into the surrounding environment. The project will also include construction of storm-water drainage pipes, for improved storm-water management, currently managed through ditching and run-off. Finally, the project will include the construction of new sidewalk and curbing.



Municipality of the County of Kings Request for Decision



Mee Road in North Kentville connects several subdivisions, containing an estimated 725 residents, from Middle Dyke Road and Scott Drive to Belcher Street in North Kentville. The NSCC Kingstec Campus is on the corner of Mee Road and Belcher Street, and many students live in this area and walk on Mee Road to campus every day. A daycare and public transit bus-stop are also located at the school. A corner grocery store, veterinary clinic, several churches and dental offices are also in close proximity on Belcher Street. School buses stop on Mee Road to collect the children in these subdivisions. The addition of a sidewalk would benefit all of these residents, connect to existing sidewalks and other public transportation options on Belcher Street and thereby improve the safety and accessibility of active living options for these residents and reducing individual vehicle use and greenhouse gas emissions. In the following year, the Municipality plans to add sidewalks on Scott Drive, thereby creating a complete active living loop of sidewalk of several km.

FINANCIAL IMPLICATIONS

The new ICIP program provides 40% funding from the Federal Government and 33.33% funding from the Provincial Government, for a total of 73.33%, leaving 26.67% to be funded from Municipal taxpayers, through capital reserves or long-term debt. Gas Tax is not permitted to be stacked with this program, therefore any project approved by the Province would not be eligible to claim Gas Tax.

If the Province accepted the first project, which is budgeted to cost \$1.4 million, the potential grant funding would be roughly \$1 million, leaving \$400,000 to be funded from Capital Reserves. If the Province accepted the second project, which is budgeted to cost \$1.2 million, the potential grant funding would be roughly \$880,000, leaving \$320,000 to be funded from Capital Reserves.



Municipality of the County of Kings

Request for Decision

The availability of ICIP grant funding benefits Municipal taxpayers by reducing the amount that they would otherwise need to contribute from reserves or long-term debt, and frees up Gas Tax funds to use towards other projects benefitting Municipal taxpayers.

COMMUNITY ENGAGEMENT

There was no specific community engagement, as this item originated through correspondence.

ALTERNATIVES

- No alternatives are recommended

IMPLEMENTATION

- The approved priority list will be filed with the Province, together with the other documents required as part of the application process.

APPENDICES

- Appendix A: E-mail correspondence from the Province of Nova Scotia dated December 3, 2018

APPROVALS

Scott Conrod, Chief Administrative Officer December 12, 2018

From: [Tim Bouter](#)
To: [Karen Kluska](#)
Subject: FW: Call For Application under the Investing in Canada Infrastructure Program: Green - Environmental Quality Stream
Date: December-04-18 9:39:45 AM
Attachments: [Climate Lens - General Guidance 2018-05-28.pdf](#)
[ICIP Major Project Business Case Guide November 28 2018.docx](#)
[ACES_en.pdf](#)
[Project Application -Green - Environmental Quality - Dec 3 2018 final.pdf](#)
[Environmental Quality Project Submission Guide Annexes - 3 DEC 2018 .pdf](#)

From: Scott Conrod
Sent: December-03-18 3:24 PM
To: Tim Bouter <tbouter@countyofkings.ca>
Subject: FW: Call For Application under the Investing in Canada Infrastructure Program: Green - Environmental Quality Stream

From: Waller-Hebb, Aileen <Aileen.Waller-Hebb@novascotia.ca>
Sent: December-03-18 3:22 PM
To: Port Williams <villageoffice@ns.aliantzinc.ca>; Village of Bible Hill <chris@biblehill.ca>; Village of Canning <village.canning@xcountry.tv>; Village of Chester <office@villageofchester.org>; Mike McCleave <mmccleave@kingstonnovascotia.ca>; Village of Lawrencetown <villageclerk@lawrencetownnovascotia.ca>; Village of New Minas <aprile@newminas.com>; stpeters.village@stpeterscable.com; Bak, Douglas <dbak@stewiacke.net>; Barr, Gregory <cao@annapolisroyal.com>; Beaudin, Erin <ebeaudin@wolfville.ca>; Boyd, Jennifer <jboyd@town.middleton.ns.ca>; Brian Cullen - County of Pictou (brian.cullen@munpict.ca) <brian.cullen@munpict.ca>; Brooks, Victoria <victoria@district.yarmouth.ns.ca>; Bugley, Rennie <rbugley@cumberlandcounty.ns.ca>; Carrol, Barry <bcarroll@modg.ca>; Chris McNeill (cmcneill@regionofqueens.com) <cmcneill@regionofqueens.com>; Scott Conrod <sconrod@countyofkings.ca>; Coutinho, Louis <lcoutinho@town.windsor.ns.ca>; Crowder, Tammy <tammy.crowder@bridgewater.ca>; Davis, Jim <Jim.Davis@townofmulgrave.ca>; Dolter, Mike <mdolter@truro.ca>; Don Regan <dregan@town.berwick.ns.ca>; Doyle, Terry <tdoyle@townofph.ca>; Dube, Jacques <dubej@halifax.ca>; Ferguson, John <jferguson@annapoliscounty.ca>; Fraser, Linda <lfraser@municipality.digby.ns.ca>; Rob Frost <rfrost@countyofkings.ca>; Greg Herrett <gherrett@amherst.ca>; Gushue, Jeffrey <cao@townofyarmouth.ca>; Heide, Dylan <dylan.heide@townofmahonebay.ca>; Higdon, Susan <susan.higdon@stellarton.ca>; Horne, Glenn <glenn.horne@antigonishcounty.ns.ca>; Jones, Jennifer <clerk@clarksharbour.com>; Jones, Rachael <cao@town.oxford.ns.ca>; Lawrence, Jeffrey <jlawrence@townofantigonish.ca>; Laycock, Martin <mlaycock@westhants.ca>; Leanne Maceachern (leanne.maceachen@countyvictoria.ns.ca) <leanne.maceachen@countyvictoria.ns.ca>; MacDonald, Keith <Keith.macdonald@invernesscounty.ca>; MacDonald, Lisa <lisa.macdonald@newglasgow.ca>; MacEwan, Tom <tom.macewan@municipalityofshelburne.ca>; MacIntyre, Kent <kmacintyre@richmondcounty.ca>; Malloy, Kevin <kmalloy@modl.ca>; Marvin MacDonald - District of St. Mary's (marvin.macdonald@saint-marys.ca) <marvin.macdonald@saint-marys.ca>; Muise, Alain <admuisse@munargyle.com>; Nolan, Connie <cnolan@easthants.ca>;

Ossinger, Tom <eossinger@digby.ca>; Phillips, Mark <markp@kentville.ca>; Pitman, Malcolm <mpitman@chester.ca>; Renton, Beatrice <brenton@explorelunenburg.ca>; Rice, Kelly <kelly.rice@westville.ca>; Richard MacLellan - RQM (richard.maclellan@bridgewater.ca) <richard.maclellan@bridgewater.ca>; Shupe, Darren <cao@town.shelburne.ns.ca>; Simonds, Rob <rsimonds@colchester.ca>; Smith, Ken <cao@barringtonmunicipality.com>; Stephane Cyr (cao@municipality.clare.ns.ca) <cao@municipality.clare.ns.ca>; Town of Truro Admin <jgallant@truro.ca>; Troke, Dan <Dan.troke@townofpictou.ca>; Walsh, Marie <mjwalsh@cbrm.ns.ca>; White, Brian <Brian.white@trenton.ca>; Young, Joyce <townoflockeport@ns.sympatico.ca>

Cc: Bellefontaine, Laura <Laura.Bellefontaine@novascotia.ca>; Peck, Mark A <Mark.Peck@novascotia.ca>; Bennett, Shannon <Shannon.Bennett@novascotia.ca>; Pond, Emily A <Emily.Pond@novascotia.ca>; Schwartzentruber, Mico <Mico.Schwartzentruber@novascotia.ca>; Smith, Gordon T <Gordon.Smith@novascotia.ca>; Cox-Brown, Kathy M <Katharine.Cox-Brown@novascotia.ca>; Stuckless, Hardy G <Hardy.Stuckless@novascotia.ca>; Bell, Jason <Jason.Bell@novascotia.ca>; Betty MacDonald <BMacDonald@nsfm.ca>; 'Janice Wentzell' <jwentzell@amans.ca>; Higdon, Krista <Krista.Higdon@novascotia.ca>; MacDonald, Elizabeth A (CNS) (OSNS) <Elizabeth.MacDonald@novascotia.ca>; Bray, Nancy <Nancy.Bray@novascotia.ca>; Dauphinee, Ron L <Ron.Dauphinee@novascotia.ca>; Shahwan, Ahmad <Ahmad.Shahwan@novascotia.ca>

Subject: Call For Application under the Investing in Canada Infrastructure Program: Green - Environmental Quality Stream

To: CAOs, Clerk/Treasurers

Re: Call for Applications – Investing in Canada Infrastructure Program

The Department of Municipal Affairs (DMA), on behalf of Canada and the Province of Nova Scotia, is pleased to announce a call for applications under the Green - Environmental Quality Stream of the Investing in Canada Infrastructure Program (ICIP).

The ICIP will create long-term economic growth, build inclusive, sustainable communities and support a low carbon, green economy. The Green – Environmental Quality Stream is focused on infrastructure that will support quality and management improvements for drinking water, wastewater and stormwater, as well as reductions to soil and air pollutants through solid waste diversion and remediation. Projects must meet related outcomes to be eligible. Information on the Investing in Canada Infrastructure Program Green Stream can be found at:

<https://www.infrastructure.gc.ca/plan/gi-iv-eng.html>

In order for applications to be considered, the following must be adhered to:

- A maximum of two applications will be accepted;
- A joint application will be considered as one application from each municipal unit;
- Projects must be prioritized via a Resolution of Council dated after April 1, 2018.

If Council cannot meet to prioritize projects before the January 18/19 closing date, please indicate in your application submission email, the date that Council will meet to set the priorities;

- A detailed project cost estimate must be attached (separate from the table in the application form);
- Applications (including the Environmental and Aboriginal Consultation Information Requirements Questionnaire (ACES)) must be fully completed with all requested information;
- Only projects that can start in 2019/20 or 2020/21 will be considered.

Applications will be accepted via email (Jason.Bell@novascotia.ca) from **Monday December 3 until midnight Friday January 18, 2019.**

The following documents are attached:

- Fillable pdf application;
- Environmental and Aboriginal Consultation Information Requirements Questionnaire (ACES);
- Project Submission Guide;
- Climate Lens Guidance Document
- Business Case Guide for Major Infrastructure Projects (Federal contribution greater than \$50 million)

Please note the following:

- A Project Manager, which will be required for all projects, is an eligible expense, so that cost should be included in the project total;
- Project applications received after January 18th 2019, will not be accepted. We recommend that you test the application form well in advance of the closing date to ensure you have the appropriate software;
- Projects equal to or greater than \$10m will require a Climate Lens report. While this report will not be required at the time of application submission, municipalities with projects over \$10m will be notified on the timing requirement for the Climate Lens submission. The Climate Lens is an eligible expense and those costs should be included in their project total;
- Municipalities submitting projects with federal contribution greater than \$50 million are directed to review the attachment regarding Major Projects;
- Projects equal to or greater than \$10 million will be required to report on Community

Employment Benefits. A template will be provided after project approval;

- We expect the next call for applications will likely be in the fall of 2019. However, after reviewing the results of Round 1 this timing could change.

If you have issues or questions with the application, please contact Jason Bell (jason.bell@novascotia.ca or 902-424-5655) to ensure your application can be submitted by the closing date.

Should you have any questions, please feel free to contact me.

Regards,
Aileen

Aileen Waller-Hebb, P.Eng.
Director
Grants and Programs
Municipal Affairs
PO Box 216
Halifax, NS
B3J 2M4

902-424-7414
Aileen.Waller-Hebb@novascotia.ca



Municipality of the County of Kings

Request for Decision

TO Committee of the Whole

PREPARED BY Katrina Roefs, CPA, CA, Financial Analyst

MEETING DATE December 18, 2018

SUBJECT Multi Year Grant Commitments with Completed Projects

ORIGIN

- December 4, 2018 Council Motion
- November 9, 2018 letter from the Berwick & District Community Association

RECOMMENDATION

That Committee of the Whole recommend to Council that existing grant commitment terms be followed until complete, subject to annual budget approval.

INTENT

Information on the cost and consequences of paying out all remaining multi-year grant commitments for projects that have been completed has been requested. This report sets out to address that request.

DISCUSSION

Cost of paying out all remaining multi-year grant commitments for projects that have been completed:

There are eight community organizations who have grant funding commitments set out during previous budget years. The details of these projects are summarized in Appendix A to this report. In total \$716,000 is remaining as commitments.

Of the eight projects, the following five are complete:

Organization	Project	Remaining Commitment
Berwick & District Community Association	Phase 2 KMCC	121,000
Village of New Minas	Louis Millett Centre	160,000
L'Arche Home Fires	Renovation of former church into workshop	30,000
Kentville Skate Park Association/Town of Kentville	Kentville Skate Park	50,000
Western Kings Rink Association	Cooling plant replacement	100,000
		461,000

Details of each individual commitment are outlined in Appendix B.



Municipality of the County of Kings

Request for Decision

\$461,000 represents one and a half cents on the residential tax rate (based on 2017/18 rates and assessment).

Payment Options:

Continued funding based on original commitment terms:

Continuing to budget annually the amounts originally set out would result in all current commitments being paid in full by the 2022/23 budget year. The amount required can be budgeted each year and would not be a draw from our reserve funds.

Payment of completed projects from operating reserve funds:

The Operating reserves have a balance at March 31, 2018 of \$8,671,800 of which \$5,752,300 is held in the General Operating Fund. The remaining reserve balances are held for specific purposes including examples such as Unpaid Grants (airport), Municipal Sewer (restricted to sewer deficits), and Valley Waste Resource to reduce the impact on tax payers for additional contributions which may be required by VWRM. These funds would not be available for the payment of these multi-year grants these would need to be paid from the General Operating Reserve Fund.

Items to consider when deciding on the use of operating reserve funds:

- Operating reserve levels are part of the measures used to judge the financial health of a municipality. The chart below shows the Financial Conditional Indicator as calculated by the Province for our Operating Reserves:

Indicator	Description	MOK Preliminary score 2017/18	MOK Score 2016/17	Rural Municipal Average 2016/17	Provincial Threshold (2016/17 data)	Formula	Indicator calculation using only the balance from the general operating reserve 61-4-460-270
Operating Reserves	This indicator speaks to if the municipality is setting aside funds to address unforeseen circumstances.	29.20%	24.80%	42.00%	Above 20%	Operating Reserve Balance / Total expenses including debt payments	19.4%

This indicator is comparing operating reserve funds to a single year's operating expenses including debt payments. In order to determine how much a municipality has available if there was ever a major event or deficit which would require funds.

Provincial Thresholds per the 2016/17 reporting period are as follows:

- Green: Low Risk – Greater than 20%
- Yellow: Moderate Risk – Between 10% - 20%
- Red: High Risk – Below 10%

The calculation by the province uses the total balance of all our operating reserves including those linked to specific projects. Based on these calculations we have a preliminary calculation of 29.2% for 2017/18 which is above the Provincial threshold of 20% for moderate risk, however we are below the rural municipal average from 2016/17 of 42%.



Municipality of the County of Kings

Request for Decision

If the calculation was performed using only our General Operating Reserve of \$5,752,300 we would be at 19.4% and would be considered in the yellow group for moderate risk.

- Interest earned on our bank balances would be impacted if we paid these out in one lump sum. Based on current interest rates we would earn \$10,600 annually on \$461,000. Other organizations have incurred debt and interest to finance projects. Earned interest is used as a revenue in the annual operating budget reducing the impact on tax rates.
- Projects have been identified as Council Strategic Priorities such as broadband, solar, J-Class Road paving, etc., which may require operating reserve funds in the future.
- Ongoing asset management reviews may identify a cash requirement (transfer of funds) to replacement reserves.

FINANCIAL IMPLICATIONS

- No financial implication at this time, if an accelerated option is approved, payment of \$461,000 would be paid and drawn from the general operating reserve (61-4-460-270)

COMMUNITY ENGAGEMENT

A community engagement initiative is not required as the subject was approved as part of the Operating Budget. The community had the opportunity to provide public comments as part of that process. This report is providing an update on those budgets.

ALTERNATIVES

- 1) Payment of \$461,000 from the general operating reserve (61-4-460-270) to those organizations that have completed their projects and have funding commitments from the Municipality; including Berwick & District Community Association (\$121,000); Village of New Minas (\$160,000); L'Arche Home Fires (\$30,000); Town of Kentville Skate Park (\$50,000); Western Kings Rink Association (\$100,000).
- 2) Accelerated payment to Berwick and District Community Association as per their written request and continued multiyear funding for the other grant commitments as no formal requests have been received.

IMPLEMENTATION

- Respond in the negative to the request for an accelerated payment received from Berwick & District Community Association.
- Inclusion of multi-year grants in the upcoming 2019/20 budget at existing commitment levels.

APPENDICES

- Appendix A: summary of existing multi-year grant commitments
- Appendix B: 1-5 individual summaries for multi-year commitments with completed projects

APPROVALS

Wendy Salsman, Interim Director of Finance & IT	December 7, 2018
Rob Frost, Deputy CAO	December 7, 2018
Scott Conrod, CAO	December 11, 2018

Appendix A)
Summary of existing multi-year grant commitments

Organization	Project	Funding Year Start	#of Years Committed	Commitment End *	Total Commitment	Remaining Commitment	Project Stage of Completion	Funds to be dispersed if completed projects are paid in full now
Berwick & District Community Association	Phase 2 KMCC	2013/14	8	2021/22	415,000	121,000	Complete	121,000
Village of New Minas	Louis Millett Centre	2012/13	10	2022/23	500,000	160,000	Complete	160,000
L'Arche Home Fires	Renovation of former church into workshop	2014/15	6	2020/21	150,000	30,000	Complete	30,000
Landscape of Grand Pre	Site management coordination UNESCO Grand Pre	2012/13	10	2022/23	250,000	80,000	On going - operations	-
Kentville Skate Park Association/Town of Kentville	Kentville Skate Park	2017/18	3	2019/20	150,000	50,000	Complete	50,000
Western Kings Rink Association	Cooling plant replacement	2018/19	3	2020/21	150,000	100,000	Complete	100,000
Coastarts Assoc.	Building the Future Project	2018/19	4	2021/22	200,000	150,000	On going	
Halls Harbour Community Development Association	Walkway	2018/19	2	2019/20	55,000	25,000	On going	
						716,000	-	461,000

* Note - During the 2015/16 budget multi year grants were reduced by 20% with a motion that they could apply for that 20% in the year after their final committed payment. This adds an additional funding year to the commitments to Berwick & District Community Association, Village of New Minas, L'Arche Home Fires, and Landscape of Grand Pre during the final year they will be able to apply for the 20% lost during the 2015/16 budget year.

Appendix B - 1

**Berwick & District Community Association
KMCC Phase 2 Funding History**

Originally approved in the 2013/14 operating budget for \$30,000 plus a commitment for \$55,000 per year for the next seven years.

Total Original Commitment 415,000

Budget Year	Amount Budgeted	
2013/14	30,000	
2014/15	55,000	
2015/16	44,000	Note 1
2016/17	55,000	
2017/18	55,000	
2018/19	55,000	
Budgeted to date	<u>294,000</u>	

Remaining Commitment 121,000

Note 1) During the 2015/16 budget multi year grants were reduced by 20% with a motion that they could apply for that 20% in the year after their final committed payment.

Appendix B - 2

**Village of New Minas
Louis Millett Community Complex**

Originally approved in the 2012/13 budget year as \$500,000 to be paid over 10 years in installments of \$50,000.

Total Original Commitment 500,000

Budget Year	Amount Budgeted	
2012/13	50,000	
2013/14	50,000	
2014/15	50,000	
2015/16	40,000	Note 1
2016/17	50,000	
2017/18	50,000	
2018/19	50,000	
	<hr/>	
	340,000	

Remaining Commitment 160,000

Note 1) During the 2015/16 budget multi year grants were reduced by 20% with a motion that they could apply for that 20% in the year after their final committed payment.

Appendix B - 3

**L'Arche Home Fires
Renovation of Hall**

Originally approved in the 2014/15 budget year as \$150,000 to be paid over 6 years in installments of \$25,000.

Total Original Commitment 150,000

Budget Year	Amount Budgeted	
2014/15	25,000	
2015/16	20,000	Note 1
2016/17	25,000	
2017/18	25,000	
2018/19	25,000	
Budgeted to date	<u>120,000</u>	

Remaining Commitment 30,000

Note 1) During the 2015/16 budget multi year grants were reduced by 20% with a motion that they could apply for that 20% in the year after their final committed payment.

Appendix B - 4

**Kentville Skate Park Association / Town of Kentville
Kentville Skate Park**

Originally approved in the 2017/18 budget year as \$150,000 to be paid over 3 years in installments of \$50,000.

Total Original Commitment 150,000

Budget Year	Amount Budgeted
2017/18	50,000
2018/19	50,000
Budgeted to date	100,000

Remaining Commitment 50,000

Appendix B - 5

**Western Kings Rink Association
Cooling Plant**

Originally approved in the 2018/19 budget year as \$150,000 to be paid over 3 years in installments of \$50,000.

Total Original Commitment 150,000

Budget Year	Amount Budgeted
2018/19	50,000
Budgeted to date	50,000
Remaining Commitment	100,000



NOV 20 2018

His Worship Peter Muttart
Mayor
Municipality of the County of Kings
87 Cornwallis Street
PO Box 100
Kentville, NS
B4N 3W3

Dear Mayor Muttart:

Thank you for your correspondence of July 31, 2018, concerning offshore oil and gas drilling activity by BP Canada.

Fisheries and Oceans Canada (DFO) is dedicated to maintaining a clean and healthy environment, as well as sustainable aquatic ecosystems, through habitat protection, oceans management and ecosystems research. DFO continues to be engaged in the review of offshore oil and gas exploration projects and environmental assessments to predict potential environmental effects associated with oil and gas exploration. The Department will ensure that operators are in compliance with the *Oceans Act*, *Fisheries Act* and the *Species at Risk Act*.

BP's exploration drilling program was subject to an environmental assessment by the Canadian Environmental Assessment Agency (CEAA). The Environmental Assessment (EA) process included opportunities for public participation. The EA Decision Statement issued by the Honourable Catherine McKenna, Minister of Environment and Climate Change, for this project includes a number of legally-binding prevention and mitigation measures that must be strictly adhered to by BP. To find a copy of the Decision Statement, please follow this link: <https://www.ceaa.gc.ca/050/documents/p80109/121522E.pdf>.

.../2

Thank you for writing to me on this matter. DFO will continue to work with oil and gas operators and other regulators to ensure that any potential effects to aquatic species and their habitats are properly monitored and mitigated.

Yours sincerely,



Jonathan Wilkinson, P.C., M.P.
Minister of Fisheries, Oceans and the Canadian Coast Guard

c.c.: The Honourable Catherine McKenna, P.C., M.P.
Minister of Environment and Climate Change
The Honourable Amarjeet Sohi, P.C., M.P.
Minister of Natural Resources

RECEIVED

NOV 29 2018

**Royal Canadian Mounted Police
Southwest Nova District
District Policing Officer**



Superintendent Julie Moss

92
New Minas, NS B4N 3E8
Tel: (902) 679-5738

November 15, 2018

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

Dear Mayor Muttart:

Having recently joined the senior management team with the Royal Canadian Mounted Police (RCMP) in Nova Scotia, I thought it important to reach out to formally introduce myself.

I am currently fulfilling the role of the District Policing Officer for the Southwest Nova District. My policing career began in New Brunswick more than twenty-six years ago and I have spent much of my time in the Province of British Columbia. Earlier this year, I was afforded the opportunity to return to the Maritimes.

As you may be aware, Southwest Nova District is comprised of eleven RCMP Detachments in Kings, Annapolis, Digby, Yarmouth, Shelburne, Queens, Lunenburg and Hants Counties. I am quickly becoming acquainted with topical issues in the Province and in particular challenges that we are facing in the Southwest Nova District.

If there are issues that you wish to discuss in a timely fashion please do not hesitate to reach out to Heather Levy at heather.levy@rcmp-grc.gc.ca or at 902-679-5738 to arrange a time. I look forward to meeting you, in person, in the near future.

Kind Regards,

A handwritten signature in blue ink, appearing to read "Julie Moss", is written over a horizontal line.

Julie Moss, Superintendent



P. O. Box 445,
Berwick, N.S.
B0P 1E0

Municipality of the County of Kings,
Box 100, 87 Cornwallis St.,
Kentville, N.S.
B4N 3W3

November 30, 2018

The 73rd Berwick Gala Days was a roaring success! The generous grant from the County of Kings was a big part of that success.

Because of Berwick Gala Days' focus on raising funds to support youth programs in Berwick and surrounding areas, we struggle to offer events that will attract people to the grounds without costing too much. The increased funding allowed us to add some events and services that increased the population we reached and therefore the revenue we generated.

Quiet Touch a Truck was added for the first time this year. For the first hour, families with children who have difficulties with too much noise and stimulation were able to participate. This was very well received by families with children with Autism Spectrum Disorder as well as families with children who just don't like noise. We also added a Quiet Zone at the very start of the Grand Street Parade. Entries in the Parade were asked to not run their flashing lights, blow horns or create noise until they made the turn onto Commercial Street. Even the marching band was silent. This year three families took advantage of the Quiet Zone, but we are sure that this will grow! Some of these families have not been able to attend the Parade for years.

Officially, the County of Kings was the sponsor of the Antiques and Collectibles Sale. This was a new event this year and was very well received. The County was recognized during this event and a banner bearing their name and logo was displayed throughout the event.

For the past number of years, we have struggled to find events that would entice parade goers to come back to the fairgrounds after the Parade. With the increased funding, we were able to hire a motorcycle

group from Dartmouth who performed two shows and rode in the Parade. These performances also appealed to people who might have otherwise gone to Digby rather than staying in Berwick.

From the first event, straight through to the end of day on Monday, the crowds were amazing. We estimate 5000 people watched the parade and close to 6000 people watched the fireworks. 6000 people paid to enter the grounds but children under 12 were free so there were many more who enjoyed the festival. The restaurants were busy, visitors shopped in local businesses, B & Bs were full! The economic spinoff to the community is huge.

As a committee we endeavored to source as much as possible locally. T-shirts were printed locally, banners were produced by a local business, promotional material was printed by a local printer, food was purchased through local businesses and much more. Approximately \$35,000 was returned directly to the community.

During and after the festival, we heard many comments that Gala Days 2018 was like the Gala Days that people remembered from their childhood. This is the highest praise that the Committee could receive.

Last year once all expenses were paid, we turned \$11,000 over to seven groups representing youth programs. This year we have been able to support eleven youth groups. Because we had the funds to do it, we also made smaller donations to four non-profit groups who are currently running major fundraising programs. These non-profit groups have helped and supported us for many years and we were pleased to be able to give back in this way. In total, over \$26,000 was distributed among these hard-working groups.

Final financial statements will be available once all bills and credits have been received.

On behalf of the Berwick Gala Days Committee and all the groups who benefited from this year's festival, a huge thank you to the County of Kings for your support. We couldn't have done it without you. We would be happy to provide any further information you require.

Sincerely;



Shoneth Salsman
For the Berwick Gala Days Committee

THE MUNICIPALITY OF THE COUNTY OF KINGS

To: Committee of the Whole
Subject: Annapolis Valley Trails Coalition Board
From: Paul Spicer
Date: December 18, 2018

Due to inclement weather, the Annapolis Valley Trails Coalition Board has not met since October. Next meeting date is January 8, 2019, 1:30pm in the Orchards Room within the Municipal Complex.

Same agenda as previously cancelled meetings with Students from COGS presenting.

Respectfully Submitted,

Paul Spicer
Councillor District 5

THE MUNICIPALITY OF THE COUNTY OF KINGS

To: Committee of the Whole
Subject: Audit Committee
From: Councillor Spicer, Chair
Date: December 18, 2018

The inaugural meeting of the Audit Committee was held on November 6, 2018. Members present were Councillor Armstrong, Councillor Winsor, Councillor Spicer, Mayor Muttart, and citizen member Quentin Hill. Regrets were received from Councillor Hodges and citizen member Macael Baxter.

There was a call for nominations for Chair and Vice Chair of the Audit Committee.

The Audit Committee appointed Councillor Spicer as Chair.

The Audit Committee appointed Councillor Armstrong as the Vice-Chair.

The Committee discussed setting a regular schedule of meetings but decided that until the training of each committee member has been completed, it would be difficult to assume the frequency of meetings needed to complete a work plan.

THE MUNICIPALITY OF THE COUNTY OF KINGS

To: Committee of the Whole
Subject: Kentville Joint Fire Services Committee
From: Pauline Raven, Chair
Date: December 18, 2018

1. The Joint Fire Services Committee met at 4PM on November 27, as scheduled, and with all but one member present, including Fire Chief Brian Desloges. Also in attendance were Deputy Chief Scott Hamilton, Deb Crowell (Director of Finance, Town of Kentville) and Matt Boates (Secretary KVFD).
2. The Director of Finance reported that:
 - i. Overall expenditures were less than the benchmark for operations, noting that some expenses are not booked until later in the year.
 - ii. It is expected that operational expenditures will be close to budget at year end.
 - iii. Overall expenditures were greater than the benchmark for the fire rate firefighting budget. The expenditure for the live fire training building budgeted for this year will not be made. (Since the meeting this has been approved by the KVFD Society). This amount will be transferred to a reserve and will be deducted from any amount sought through rate-payers for 2019-2020.
3. Highlights of the Chief's Report are:
 - i. His recommendation to declare a 2008 Dodge Pickup, a 2015 United Trailer and a 2008 John Deere Gator as surplus equipment was unanimously supported by motion. The equipment is not necessary and is seldom used. Proceeds to be deposited in the Capital Reserve Account.
 - ii. Valley Communications has approached the KVFD to utilize department as the backup communication facility in the event of a failure at their facility. A written agreement is being prepared.
4. 2019-2020 Budget Planning. A healthy discussion occurred regarding both Operations and Area Rate budgets. The following timelines were approved:
 - i. Draft budgets would be distributed electronically to JFSC members by December 11, 2018.
 - ii. To ensure questions are not duplicated and to give everyone an opportunity to review questions, all JFSC members' questions should be sent to all members ASAP. The Chair will compile and send as one package to the Secretary by December 17, 2018.
 - iii. A response to questions will be sent by December 20, 2018.
 - iv. JFSC will meet on January 8, 2019, to review the budgets and discuss any needed changes and ratify the budgets with any amendments required.
 - v. JFSC approved budget will be sent to the Town of Kentville and the County of Kings by January 15, 2019.
 - vi. We agreed that an additional meeting between January 8 and January 15 would be set, if required between January 8th and 15, 2019 should additional amendments be required.
5. Next meeting of the JFSC will be at 2PM on January 8, 2019.

THE MUNICIPALITY OF THE COUNTY OF KINGS

To: Committee of the Whole
Subject: Kings Transit Authority Update
From: Pauline Raven, Vice-Chair
Date: December 18, 2018

1. The regular meeting of the Authority occurred as scheduled on November 28. All members were present with the exception of Deputy Mayor Morton, Town of Berwick; Councillor Walsh attended as the alternate.
2. Authority Members and Service Partners welcomed Councillor Wendy Donovan, who had been appointed to KTA by the Town of Wolfville. This appointment left the Chair position, that had been held by Councillor Mercedes Brian, Town of Wolfville, open.
3. It was decided to delay election of the Chair and Vice-Chair as the appointees for the Municipality of the County of Kings were still to be determined.
4. "Hotspot Parking and Transit" is up and running. This is a third piece of "customer experience" improvements rolled out during the last year of the former General Manager's tenure and during the first several months with the current General Manager. The synopsis below outlines how these add to KTA's ability to better serve the public transit user and to attract new riders:
 - i. Free WIFI - Our routes are long and many riders use transit to move between towns. Onboard WIFI permits riders to make better use of their time on the bus. The connections are fast, streaming is good, and use is unlimited.
 - ii. DoubleMap - This app allows riders to track where the bus they want to catch is currently located on the route. This limits the amount of time a rider needs to spend waiting at a bus stop. This is especially important to a transit service like ours where there can be delays and where it will be another hour before a second bus would arrive.
 - iii. Hotspot Parking and Transit - This app allows riders to purchase single tickets or monthly bus passes for presentation on a cell phone and validation by drivers. This means riders do not have to have cash to ride the bus and that they can purchase passes without having to go to a store or come to the KTA depot.
5. A decision was made to apply to the Solar Electricity for Community Building Program when the 2019 Program opens. Much of the work to apply was completed during the first round of applications.
6. Disappointment was expressed by Board members that the KTA Intermunicipal Service Agreement review had not started. The most accurate estimate possible for when this work would begin has been requested through the CAO assigned to KTA (Mark Phillips).
7. An in-camera session was held to discuss contractual matters related to the Acadia U-Pass proposal.
8. It was decided that a KTA meeting would not be held in December.
9. The next regular Board meeting of the Kings Transit Authority will be held at 4PM on January 23, Board Room at KTA Headquarters, Crescent Drive, New Minas.

THE MUNICIPALITY OF THE COUNTY OF KINGS

To: Committee of the Whole
Subject: Kings Youth Council Report
From: Vice Chair Kali McMullin
Date: December 18, 2018

We met in Council Chambers on December 3rd, 2018 at 6 PM. The CAO presented the 2018-2021 Strategic Plan wherein Good Governance, Environmental Stewardship, Economic Development, Strong Communities, and Financial Sustainability were discussed. Within this discussion, we asked the CAO if there were measures to obtain more youth. He responded, alongside Emily Lutz and Meg Hodges, highlighting the fact that municipalities within Kings County are creating discussion around encouraging youth, which is what was envisioned when the KYC was created.

We talked about the future of the KYC and how each Councillor thinks we are doing progress wise. We reached a mutual understanding that we got the preliminary things dealt with and it is now time to start acting.

Next meeting is January 7th, 2019 at 7 PM in Council Chambers.

Committee Reports – Jim Winsor
Reporting period – December 18, 2018 Committee of the Whole

Budget and Finance Committee

Last Meeting – Monday, November 19 (This will be my last report as I am no longer on the Committee)

Further to issues raised at the November Council Meeting we had discussion as follows:

- **Citizen Engagement in the budget process** – Staff advised us that they had considered ways of using social media to inform the public of critical matters and processes and to seek their comments.
- **Youth Council Engagement** – The Chair and finance staff will meet to discuss making a presentation to the Youth Council and discuss with them their critical areas of interest and ways in which they might be engaged in the budget development process.
- **Recreation Funding Programs** – Staff have considered processes that would more equitably assure recreational funding to all associations and entities delivering recreational programs, not just towns and villages. There is much analytical work to be completed prior to next budget. It was also noted that some of these entities presently access funding through other programs and that would have to be factored in/out as the case may be.

Fire Department Budgets – The Committee discussed whether or not it should provide a recommendation to Council for particular instructions to Fire Departments for their guidance in the construct of their budget (i.e. same budget as last year, last year budget plus COLA, or budget based on their needs). The Committee could not agree on a recommendation to Council but felt that staff should be at the next Fire Services Advisory Committee to just caution them that budgets will be tight.

Kings Regional Sewer Committee (This will be my last report as I am no longer on the Committee)

Last Meeting – November 15, 2018 Operations are relatively normal. Staff have been concerned about trespassers at the sewage lagoon in New Minas. The Nova Scotia Bird Society has been informally visiting the sewage lagoon to view various waterfowl in the settling ponds while staff have been on site but have been denied access of late because of concerns of liability. They have formally requested that an arrangement be established to allow their continued access to the site.

The Committee also tasked the Technical Subcommittee to commence work on a project to harmonize the sewer discharge bylaws of the Municipality of Kings, the Town of Kentville and the Village of New Minas.

Kings Point to Point Committee

Last Meeting - October 23, 2018 Passenger volumes and revenues continue to be up.

Province hosted a media event in Kentville on August 3rd to announce an increase to both the Community Transportation Assistance Program and the Accessibility Transportation Program.

The Rural Transportation Association is working with the Department of Energy to research and implement a Province wide dispatch system connecting all community transit organizations.

Approval was received in the amount of \$55,629 (ATAP grant) which was 50% of the cost of two full size vans.



Board Initiatives Report – December 2018

NSFM Vision: Effective local government and strong, sustainable communities

NSFM Mission: To enable effective local government for Nova Scotia's communities by facilitating strategic advocacy, education and collaboration

Initiatives

1. Partnership Framework

A report on the progress under the Partnership Framework was approved at the Ministers Roundtable meeting with the NSFM Executive on October 30, 2018. The report was distributed to members on November 5th and is on the NSFM website under the Advocacy tab.

Discussions between the NSFM, AMANS and Department of Municipal Affairs continue.

The Fire Services Committee met November 22.

2. Report on 2018 Resolutions

The 2018 resolutions and Statements of Municipal Concern were sent to the Province for consideration on November 22. It is anticipated the resolutions will be discussed at the next Ministers Round Table meeting, tentatively being scheduled for January.

CAP: The NSFM President, Regional Chair and Towns Chair met with representatives of the real estate sector, mortgage brokers, property lawyers and appraisers, along with AMANS and Turner Drake. There was agreement to work collaboratively on communications around the CAP issue. Further meetings will be held.

Extended Producer Responsibility: The Solid Waste Priorities group met to discuss the outreach to the business community to gather their feedback on the NSFM proposal.

Municipal Funding: The NSFM Executive met with Minister Casey as part of Advocacy Days on November 8, and the Executive shared the resolution with her.

Roads: The Joint Committee on Roads held their first meeting November 1, and

their next meeting is December 6. NSFAM Committee member is Councillor Lennie White, Westville. AMANS representatives are Greg Herrett, Amherst and Chris McNeill, Queens

3. Cannabis Legalization

NSFM continues to raise the need for new revenues for municipalities to address the implications of the legalization of cannabis.

The NSFAM/AMA Municipal Cannabis Working Group has been meeting to discuss the implications to NS municipalities. Training in preparation for legalization and implications for the workplace is being launched. Discussions continue on the implications for planning, bylaws etc.

The committee is beginning to prepare for the legalization of edibles.

4. Asset Management

NSFM continues to support municipalities with asset management planning, as a requirement of the 2014-24 Gas Tax Fund Agreement.

Workshops Integrating Climate Consideration into Asset Management Planning

In mid-June, NSFAM received word that FCM approved our funding proposal to the Municipal Asset Management Program (MAMP) to deliver two 1-day workshops to help municipalities incorporate climate risks into their asset management planning practices. NSFAM is working with a local group – ClimAction Services – to deliver the workshops aimed at enhancing local asset management practices by providing municipalities with the information and tools to include climate considerations into their long-term infrastructure planning. This will help position them to take necessary steps to proactively adapt their assets to climate risks.

The first workshop was held on Nov. 26 in Dartmouth and was very well received. The second workshop, scheduled to take place in Middleton on November 28, has been postponed until early January to try and increase attendance.

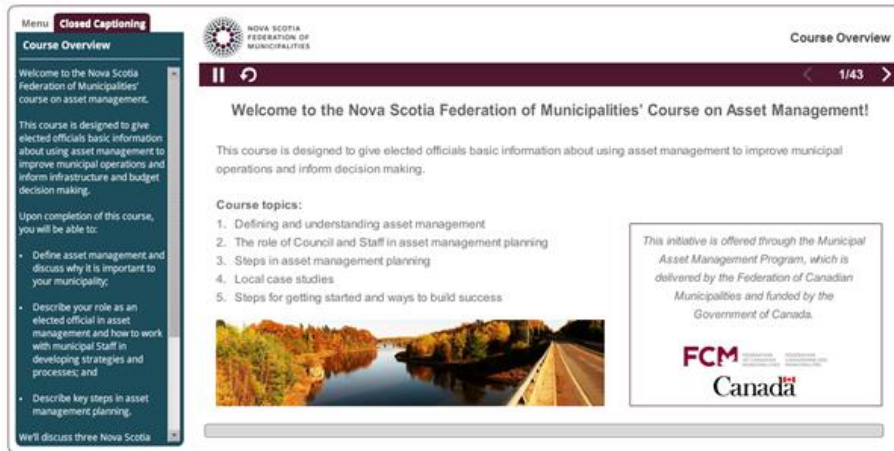
Online Asset Management Courses

NSFM has developed two online resources to support municipalities in understanding and implementing sound asset management practices, which will help them make informed, proactive infrastructure and budget decisions based on the priorities and needs of their communities. On October 31, NSFAM launched the following courses to support municipalities with their asset management planning efforts:

The Basics of Asset Management for Elected Officials to provide elected officials with a simple and clear understanding of asset management and how to use it to inform infrastructure decision making and improve service delivery (cost: \$175.00)

The Data Collection Standard Operating Procedure Guide for Linear Assets to provide an overview to the first set of tools developed through the *Nova Scotia Asset Management Program* by the Province of Nova Scotia for linear data collection (cost: Free)

The courses can be accessed at: www.nsfm.ca/nsfm-asset-management.html



5. Upcoming Events