



MUNICIPALITY *of the*  
COUNTY *of* KINGS

April 14, 2026

To: Mayor  
Deputy Mayor  
Councillors

Dear Members of Council,

Attached please find the agenda for the Committee of the Whole meeting scheduled for **Tuesday, April 21, 2026 at 9:00 a.m.** in the Council Chambers, 181 Coldbrook Village Park Drive, Coldbrook.

Members of the public can attend or watch live on YouTube: visit [www.countyofkings.ca](http://www.countyofkings.ca) and click the "Watch Live" link.

Accommodations are available for this meeting: please submit your request at [www.countyofkings.ca/accommodationsrequest](http://www.countyofkings.ca/accommodationsrequest).

Sincerely,

Haley Hutt  
Administrative Assistant  
Municipality of the County of Kings



MUNICIPALITY of the  
COUNTY of KINGS

**COMMITTEE OF THE WHOLE**  
**Tuesday, April 21, 2026**  
**9:00 a.m.**  
**AGENDA**

1. Roll Call & Land Acknowledgement
2. Approval of Agenda Page 2
3. Disclosure of Conflict of Interest Issues
4. Approval of Minutes
  - a. March 17, 2026 Page 4
  - b. March 25, 2026 Page 9
5. Business Arising from Minutes
  - a. March 17, 2026 Page 4
  - b. March 25, 2026 Page 9
6. Administration
  - a. Proclamation Requests for May 2026 Page 13
7. Engineering & Public Works
  - a. Lake Monitoring Program Page 17
  - b. Renewal of J-Class Roads Cost Sharing Agreement Page 27
  - c. 2026/27 Cost Shared Program for Paving of Subdivision Streets (J-Class Roads) Page 38
8. Financial Services
  - a. Revised Hantsport Fire Department Budget Page 45
9. Planning Services
  - a. Expansion of Port Williams Growth Centre Boundary Page 50
10. Councillor Item
  - a. Exploration: Kings County Exhibition Page 69
11. Board and Committee Reports
  - a. Diversity Kings County Committee Page 70
  - b. Port Williams Source Water Protection Committee Page 71
  - c. Committees of Council Page 72
  - d. External Boards and Committees Page 73

*Agenda continued on next page*



MUNICIPALITY *of the*  
COUNTY *of* KINGS

**COMMITTEE OF THE WHOLE**

**Tuesday, April 21, 2026**

**9:00 a.m.**

**AGENDA - Continued**

12. Correspondence
  - a. 2026-04-10 Valley Regional Hospital Foundation Thank You

Page 74

13. Other Business
14. Comments from the Public
15. Adjournment

Accommodations are available for this meeting: please submit your request at  
[www.countyofkings.ca/accommodationsrequest](http://www.countyofkings.ca/accommodationsrequest)

**Land Acknowledgement**

The Municipality of the County of Kings is in Mi'kma'ki, the ancestral, unceded, and current territory of the Mi'kmaq Peoples. The Municipality of the County of Kings is a neighbour to Annapolis Valley First Nation and Glooscap First Nation, as well as a diverse urban and rural Indigenous population. We are all treaty people and commit to upholding the Peace and Friendship Treaties and working towards reconciliation in all areas of the Municipality.

**THE MUNICIPALITY OF THE COUNTY OF KINGS  
COMMITTEE OF THE WHOLE  
Tuesday, March 17, 2026  
DRAFT MINUTES**

**Meeting Date and Time**

A meeting of the Committee of the Whole was held on Tuesday, March 17, 2026, at 9:00 a.m. in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

**1. Attendance**

All Members of Council were in attendance.

**Results for Roll Call**

For 10  
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

Also in attendance were:

- Scott Conrod, Chief Administrative Officer
- Andrea Hyslop, Deputy Chief Administrative Officer
- Brad Carrigan, Director, Engineering & Public Works
- Trish Javorek, Director, Planning & Inspections
- Mike Livingstone, Director, Finance & IT
- Katrina Roefs, Financial Analyst
- Haley Hutt, Administrative Assistant/Recording Secretary

**Land Acknowledgement**

Mayor Corkum read the Land Acknowledgement per Policy [ADMIN-01-025: Land Acknowledgement](#).

**2. [Approval of Agenda](#)**

**On motion of Councillor Allen and Councillor Lutz, that Committee of the Whole approve the March 17, 2026 agenda as circulated.**

**Motion Carried.**

**Results**

For 10  
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	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. [February 17, 2026](#)

On motion of Councillor Peckford and Councillor Gates, that the minutes of the Committee of the Whole meeting held on February 17, 2026 be approved as circulated.

**Motion Carried.**

For 10  
Against 0

**Results**

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

5. **Business Arising from Minutes**

5a. [February 17, 2026](#)

There was no business arising from the February 17, 2026 minutes.

6. **Presentation**

6a. [Kings Seniors' Safety Society](#)

Trishe Colman, Program Director, provided a [presentation](#).

On motion of Deputy Mayor MacPherson and Councillor Hiltz, that Committee of the Whole receive for information the Kings Seniors' Safety Society presentation as provided on March 17, 2026.

**Motion Carried.**

For 10  
Against 0

**Results**

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

7. Financial Services

- 7a. [Proposed Operating Budget and Water Utility Budget 2026/2027 \(Presentation\)](#)

Mike Livingstone, Director of Finance and IT, and Katrina Roefs, Financial Analyst, presented the Proposed Operating and Water Utility Budget 2026/2027 as attached to the March 17, 2026 Committee of the Whole agenda and provided a [presentation](#).

**On motion of Councillor Sappington and Councillor Best, that Committee of the Whole receive the March 17, 2026, presentation of the 2026/2027 Proposed Operating, Utility and Reserve Budget as information.**

**Motion Carried.**

For 10  
Against 0

**Results**

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

Council took a brief recess from 10:50 a.m. to 11:00 a.m.

**Moment of Silence**

A moment of silence was held in recognition of Art Hamilton, a veteran captain with the Kentville Volunteer Fire Department who served for 43 years.

8. Councillor Item

- 8a. [County of Kings Fly Fishing Streamer](#)

Councillor Hiltz presented the Councillor item as attached to the March 17, 2026 agenda.

**On motion of Councillor Gates and Councillor Peckford, that Committee of the Whole recommend Municipal Council approve the fly fishing streamer to become the official fly of the Municipality of the County Kings and hang it in the main entrance of the Municipal building for all residents to enjoy.**

**Motion Carried.**

For 9  
Against 0

**Results**

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	COI
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For

District 9	Peter Allen	For
------------	-------------	-----

g. **Board and Committee Reports**

- 9a. [Diversity Kings County](#) Councillor Sappington presented the report as attached to the March 17, 2026 Committee of the Whole agenda.
- 9b. [Committees of Council](#) For information.
- 9c. [External Boards and Committees](#) For information.

**On motion of Councillor Allen and Councillor Lutz, that Committee of the Whole receive the Board and Committee Reports as attached to the March 17, 2026 agenda for information.**

**Motion Carried.**

**Results**

For 10  
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

10. **Correspondence**

Mayor Corkum presented the correspondence as attached to March 17, 2026 Committee of the Whole agenda.

**On motion of Councillor Allen and Councillor Harding, that Committee of the Whole receive the correspondence as attached to the March 17, 2026 agenda for information.**

**Motion Carried.**

**Results**

For 10  
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

10a. [Antigonish Coalition to End Poverty](#)

On motion of Councillor Harding and Councillor Lutz, that Committee of the Whole recommend Municipal Council direct the Mayor to send a letter to the Municipality of the County of Antigonish in support of the Antigonish Coalition to End Poverty.

Motion Carried.

**Results**

For 10  
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

10b. [International Network of Michelin Cities](#)

For information.

11. **Other Business**

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

12. **Comments from the Public**

No members of the public were present.

13. **Adjournment**

There being no further business, the meeting adjourned at 11:13 a.m.

Approved by:

\_\_\_\_\_  
Dave Corkum  
Mayor

\_\_\_\_\_  
Haley Hutt  
Administrative Assistant/Recording Secretary

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

**THE MUNICIPALITY OF THE COUNTY OF KINGS  
SPECIAL COMMITTEE OF THE WHOLE  
Wednesday, March 25, 2026  
DRAFT MINUTES**

**Meeting Date and Time**

A special meeting of the Committee of the Whole was held on Wednesday, March 25, 2026, at 9:00 a.m. in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

**1. Attendance**

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

***Results for Roll Call***

For 9  
Against 0

<b>District</b>	<b>Name</b>	<b>Results</b>
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Christina Sappington	For
District 9	Peter Allen	For

Also in attendance were:

- Scott Conrod, Chief Administrative Officer
- Andrea Hyslop, Deputy Chief Administrative Officer
- Brad Carrigan, Director, Engineering & Public Works
- Trish Javorek, Director, Planning & Inspections
- Mike Livingstone, Director, Finance & IT
- Tyler Honeywood, Manager, Financial Reporting
- Katrina Roefs, Financial Analyst
- Haley Hutt, Administrative Assistant/Recording Secretary

**Land Acknowledgement**

Mayor Corkum read the Land Acknowledgement per Policy [ADMIN-01-025: Land Acknowledgement](#).

**Excuse Absence**

**On motion of Councillor Sappington and Councillor Harding, that Councillor Lutz's absence from the March 25, 2026 Special Committee of the Whole meeting be excused.**

**Motion Carried.**

***Results***

For 9  
Against 0

<b>District</b>	<b>Name</b>	<b>Results</b>
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Christina Sappington	For
District 9	Peter Allen	For

2. [Approval of Agenda](#)

On motion of Councillor Allen and Councillor Peckford, that Committee of the Whole approve the March 25, 2026 agenda as circulated.

Motion Carried.

*Results*

For 9  
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Christina Sappington	For
District 9	Peter Allen	For

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

No Conflict of Interest issues were declared.

4. **Financial Services**

4a. [Operating Budget Follow-up: Purchased Services](#)

Mike Livingstone, Director of Finance and IT, presented the Briefing as attached to the March 25, 2026 agenda and provided a [presentation](#).

On motion of Deputy Mayor MacPherson and Councillor Allen, that Committee of the Whole receive the March 25, 2026, Operating Budget Follow-up: Purchased Services Briefing as information.

Motion Carried.

*Results*

For 9  
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Christina Sappington	For
District 9	Peter Allen	For

4b. [Operating Budget Revisions](#)

Katrina Roefs, Financial Analyst, presented the Briefing as attached to the March 25, 2026 agenda and provided a [presentation](#).

On motion of Councillor Gates and Councillor Harding, that Committee of the Whole receive the March 25, 2026, Operating Budget Revisions Briefing as information.

Motion Carried.

*Results*

For 9  
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Christina Sappington	For
District 9	Peter Allen	For

4c. [Proposed Capital Budget 2026/2027 \(Presentation\)](#)

Tyler Honeywood, Manager of Financial Reporting, presented the Proposed Capital Budget 2026/2027 as attached to the March 25, 2026 Committee of the Whole agenda and provided a [presentation](#).

Committee of the Whole took a brief recess from 10:20 a.m. to 10:38 a.m.

**On motion of Councillor Harding and Councillor Allen, that Committee of the Whole receive the March 25, 2026, presentation of the 2026/2027 Proposed Capital Budget as information.**

**Motion Carried.**

**Results**

For 9  
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Christina Sappington	For
District 9	Peter Allen	For

5. **Comments from the Public**

No members of the public were present.

6. **Adjournment**

**On motion of Councillor Gates and Councillor Peckford, there being no further business, the meeting adjourned at 11:33 a.m.**

**Motion Carried.**

**Results**

For 9  
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	-
District 8	Christina Sappington	For
District 9	Peter Allen	For

Approved by:

\_\_\_\_\_  
Dave Corkum  
Mayor

\_\_\_\_\_  
Haley Hutt  
Administrative Assistant/Recording Secretary

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

DRAFT

---

<b>TO</b>	Committee of the Whole
<b>PREPARED BY</b>	Charissa Kleine Deters, Diversity Speciality
<b>MEETING DATE</b>	April 21, 2026
<b>SUBJECT</b>	Proclamation Requests for May 2026

---

## ORIGIN

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

## RECOMMENDATIONS

That Committee of the Whole recommend Municipal Council proclaim May 2026 as Jewish Heritage Month across the Municipality of the County of Kings.

That Committee of the Whole recommend Municipal Council proclaim May 2026 as Asian Heritage Month across the Municipality of the County of Kings.

## INTENT

To present the proclamation requests for approval in accordance with the Municipality's Proclamations Policy COMM-02-003.

## DISCUSSION

Jewish Heritage Month is observed every May in Canada, formally established through the Jewish Heritage Month Act, which received royal assent in 2018. May was chosen to align with significant dates such as Yom HaShoah (Holocaust Remembrance Day). The month serves several important purposes: honoring the history of Jewish settlement in Canada dating back to the 18<sup>th</sup> century, celebrating the cultural, artistic, scientific, and social contributions of Jewish Canadians, educating the broader public about Jewish traditions, customs, and values, and confronting the history of antisemitism in Canada and reaffirming commitments to combat it. Jewish Canadians have been part of the country's fabric since the 1700s, with communities growing through successive waves of immigration, particularly from Eastern Europe and post-Holocaust displaced persons. Today, Canada's Jewish population is estimated to be around 400,000. In consideration of rising antisemitism in the Atlantic Region, across Canada and the globe, acknowledgement of Jewish Heritage Month carries renewed importance — not only as a celebration, but as an affirmation of Jewish belonging and identity in Canadian society and a call to stand against hatred and discrimination in all its forms.

Asian Heritage Month is also observed through the month of May in Canada, officially recognized by the federal government in 2002 following years of advocacy by Asian Canadian communities. The month celebrates the vast and diverse contributions of Canadians with roots across East Asia, South Asia, Southeast Asia, and the Pacific Islands to the country's cultural, economic, and social life. Asian peoples have been present in Canada since the 18th century, with Chinese laborers playing an integral — though often exploited — role in building the Canadian Pacific Railway in the 1880s, and South Asian and Japanese communities establishing roots on the West Coast around the same time period. This history was marked by significant injustices, including the government's racially discriminatory immigration policies and the internment of Japanese Canadians during World War II, both of which Canada has since formally acknowledged and apologized for. Despite these hardships, Asian Canadians have made



## APPENDIX A: Jewish Heritage Month

WHEREAS Jewish Heritage Month is observed every May in Canada, formally established through the Jewish Heritage Month Act in 2002, to honor the history, culture, and contributions of Jewish Canadians; and

WHEREAS Jewish Canadians have established communities in Canada since the 18<sup>th</sup> century, shaped by waves of immigration and historical hardships, including the Holocaust; and

WHEREAS Jewish Canadians have made enduring contributions to the cultural, scientific, political, artistic, and social life of Canada; and

WHEREAS Jewish Canadians face the ongoing threat of antisemitism, reminding us to stand against hatred and discrimination in all its forms, and actively work to ensure that Jewish people feel safe, welcome, and celebrated in our community and across the County;

THEREFORE, be it resolved that I, Mayor David Corkum, on behalf of Council, do hereby proclaim May 2026 as Jewish Heritage Month across the Municipality of the County of Kings.

---

Mayor David Corkum

## **APPENDIX B: Asian Heritage Month**

WHEREAS Asian Heritage Month is observed every May in Canada, officially recognized by the federal government in 2022; and

WHEREAS Asian Canadians have been a part of Canada's social fabric since the 18<sup>th</sup> century, playing an integral role in building infrastructure and establishing vibrant communities despite racially discriminatory immigration policies; and

WHEREAS the Asian Canadian community continues to face racial discrimination and increasing hate incidents, reaffirming the need to speak out against racism to build an inclusive society where all people belong; and

WHEREAS Asian Canadians with roots from East Asia, South Asia, Southeast Asia, and the Pacific Islands enrich our communities with a diversity of cuisines, languages, cultures, and histories; and

WHEREAS Asian Canadians are a growing part of rural communities, contributing meaningfully to economic development, academia, health care, and community life in the Annapolis Valley; and

THEREFORE, be it resolved that I, Mayor David Corkum, on behalf of Council, do hereby proclaim May 2026 as Asian Heritage Month across the Municipality of the County of Kings.

---

Mayor David Corkum

---

<b>TO</b>	Committee of the Whole
<b>PREPARED BY</b>	Jordan Matheson, Manager of Engineering Services
<b>MEETING DATE</b>	April 21, 2026
<b>SUBJECT</b>	Lake Monitoring Program

---

## ORIGIN

- [February 2, 2010](#) - Council motion to approve the Terms of Reference for the Lake Monitoring Technical Advisory Committee

## RECOMMENDATIONS

That Committee of the Whole recommend Municipal Council rescind the February 2, 2010 motion that reads: “Be it resolved that Municipal Council approves the Terms of Reference for the Lake Monitoring Technical Advisory Committee”.

That Committee of the Whole recommend Municipal Council give First Reading to amend By-law 102: Committees Governance to delete the reference to “Lake Monitoring Committee” from Schedule A (Committees of Council).

That Committee of the Whole recommend Municipal Council provide seven days’ notice, per s. 48(1) *Municipal Government Act*, to adopt Policy EPW-04-017: Lake Monitoring Program, as attached to the April 21, 2026 Request for Decision.

## INTENT

For Municipal Council to rescind outdated Terms of Reference, amend By-law 102, and adopt a new Municipal Policy for the Lake Monitoring Program.

## DISCUSSION

In February 2010, Municipal Council approved the Terms of Reference (TOR) for the Lake Monitoring Technical Advisory Committee. The TOR are published on the Municipal website under the “Boards and Committees” section.

Upon review, the TOR contain language that inaccurately suggests the Municipality possesses statutory or regulatory authority in lake monitoring matters. This has previously contributed to misunderstandings, including an appeal to the (now) Regulatory and Appeals Board.

The Lake Monitoring Program itself, which has operated since the 1990s through community volunteers who collect samples, have them analyzed, with results being generally reported annually to Council, remains effective and accurate as described on the Municipal website. No recent committee meetings have occurred under the existing TOR.

By rescinding the TOR, removing the committee reference from By-law 102, and adopting a new Municipal Policy, the Municipality will:

- Eliminate misleading governance references and reduce the risk of future misinterpretations in planning or appeal processes; and

# Request for Decision

- Formalize its ongoing commitment to the volunteer-driven Lake Monitoring Program within a supportive, non-regulatory framework.

The proposed Lake Monitoring Program Policy will be based primarily on the current website description and will include:

- Methods and timing of volunteer-led sample collections and seasonal schedule;
- Sample processing (internal analysis where feasible or through accredited external laboratories);
- Timing of annual reporting of results to Municipal Council (typically fall/winter following the field season);
- Notification to volunteers of results and the Council presentation date; and
- Publication of annual reports and data summaries on the Municipal website.

Additional elements, such as historical context, coordination with external partners, and clear disclaimers regarding the program’s informational (non-regulatory) nature.

## FINANCIAL IMPLICATIONS

- There will be costs associated with laboratory supplies and external review.
- Overall, the change from TOR to a Policy will have no financial impact.

## STRATEGIC PLAN ALIGNMENT

✓	Strong Communities	Community-driven approach to maintaining and monitoring the lakes
✓	Environmental Stewardship	Protecting the ecological health of local watersheds
	Economic Development	
	Good Governance	
	Financial Sustainability	
	Other	

## ALTERNATIVES

- Municipal Council may revise the existing TOR and maintain the committee structure (not preferred, as there is no statutory basis for an advisory committee that could imply regulatory authority).
- Municipal Council may return the Policy to staff for revisions.

## IMPLEMENTATION

- Draft Policy submitted to Municipal Council to give seven days' notice to adopt the Policy.
- If adopted, Policy will be posted on the Municipal website.
- Staff remove TOR from Municipal website.
- Municipal Council gives First and Second Reading to amend By-law 102 at an upcoming meeting.
- Notify volunteers of the program’s continuation under the new policy framework.

## ENGAGEMENT

- No community engagement was undertaken. This is an internal governance and administrative update that maintains the existing volunteer program without changes to its operations.

# Request for Decision

- Engagement will include the required seven-day notice prior to Policy adoption, notice of Second Reading of By-law 102 in a newspaper circulating in the Municipality, notification to Lake Monitoring Program volunteers, and public transparency through updated information on the Municipal website.

## APPENDICES

- Appendix A: Current Terms of Reference for the Lake Monitoring Technical Advisory Committee
- [Appendix B: Current Lake Monitoring Program description on the Municipal website](#)
- Appendix C: By-law 102 Committees Governance with proposed amendment in Schedule A
- Appendix D: Draft Policy EPW-04-017: Lake Monitoring Program

## APPROVALS

Brad Carrigan, Director, Engineering & Public Works	April 1, 2026
Scott Conrod, Chief Administrative Officer	April 3, 2026
Patricia Javorek, Director, Planning and Inspections	April 9, 2026



## LAKE MONITORING TECHNICAL ADVISORY COMMITTEE



### TERMS OF REFERENCE

---

- Purpose** To provide technical advice to Planning staff and the Kings County Planning Advisory Committee (PAC) concerning the Kings County Lake Monitoring Program. While the technical advice often informs land use planning initiatives, the Steering Committee is not intended to review planning application or amendments to the Municipal Planning Strategy or Land Use Bylaw. The Committee's advice is expected to be drawn from member's professional expertise and based on sound science.
- Duties**
- The review of annual lake monitoring results and the identification any water quality issues, trends or data collection problems.
- The periodic review monitoring procedures, water quality modelling, water quality objections and the monitoring program's relationship to land use planning policies.
- The periodic review of the lake water quality aspects of Municipal land use planning initiatives.
- The periodic review of public requests to include additional lakes in the lake monitoring program.
- The recommending of Municipal actions that should be taken , such as, but not limited to, continued monitoring, changes to monitoring procedures, changes to water quality objectives, or issues for further study.
- Structure**
- The Lake Monitoring Steering Committee is a standing committee of the Planning Advisory Committee (PAC). A PAC member, selected by PAC, shall be a member of the Steering Committee. The Steering Committee's recommendations shall be forwarded to PAC.
- A Municipal Councillor, appointed by the Nomination Committee, shall chair the Steering Committee.
- Aside from the Councillor Chair and PAC representative, the Steering Committee will consist of professionals with expertise in lake water quality, lake ecology, watershed planning and related fields. The membership of these professionals shall be ad hoc in nature and will not require the approval of Council or other Municipal committee. This flexibility is intended to make it easy for a variety of experts to participate, given their often busy schedules. While the membership of

water quality professionals is ad hoc, the Municipality shall endeavour to have one or more participants from the following organizations.

- Nova Scotia Environment
- Nova Scotia Department of Natural Resources
- Nova Scotia Department of Fisheries and Aquaculture
- Environment Canada
- Acadia University and other post secondary institutions
- Nova Scotia Power Inc.
- Community, non-profit groups and individuals with local expertise on lake water quality issues.

Meetings shall be held once a year in the winter or spring before the summer sampling season. Additional meetings, however, may be scheduled in order to provide more time to review materials or discuss issues.

**Staff Role**

Municipal Planning staff shall be responsible for scheduling meetings and circulating reports, minutes and agendas. Staff shall ensure a variety of experts are invited to participate on the committee. In addition, Staff shall ensure that the results of the Committee meetings are forwarded to PAC.

[Appendix B: Current Lake Monitoring Program description on the Municipal website](#)

**Schedule A - Committees of Council**

Asset Management Committee

Audit and Finance Committee

Diversity Kings County Committee

Fire Services Advisory Committee

Greenwood Water Utility Source Water Protection Committee

~~Lake Monitoring Committee~~

Nominating Committee

Planning Advisory Committee

Police Advisory Board

Regional Sewer Committee

Sandy Court Source Water Protection Committee

## POLICY

EPW-04-017



## Municipality of the County of Kings

## Lake Monitoring Program

Policy Category	Engineering & Public Works	Most Recent Amendment	Council Meeting Date
First Council Approval	Council Meeting Date	Future Review Date	Month Year

### 1. Purpose

The purpose of this Policy is to formalize the Municipality's ongoing commitment to the volunteer-based Lake Monitoring Program in a clear, non-regulatory, and supportive framework. The Program provides long-term water quality data to support environmental awareness, and document changes in lake health. It does not grant or imply any statutory or regulatory authority to the Municipality over lakes or lake monitoring activities.

### 2. Scope

This Policy applies to the Municipality's coordination and support of the Municipality's Lake Monitoring Program, which has operated continuously since 1997 (with some lakes monitored since 1992). The Program currently monitors thirteen lakes located within the Municipality through community volunteers and Municipal staff support.

### 3. Definitions

- 3.1 **Citizen-science:** The voluntary participation of the general public in scientific research, collaborating with scientists to collect data, analyze results, and solve real world problems.
- 3.2 **Lake Monitoring Program:** A volunteer-lead program administered by the Municipality of the County of Kings to monitor lake health of thirteen lakes within the Municipality by identifying water quality trends.
- 3.3 **Secchi depth:** The depth at which a standard 20-30 cm black and white disk, lowered into the water, is no longer visible to the human eye.

### 4. Policy Statements

The Municipality of the County of Kings will:

- Maintain the Lake Monitoring Program as a volunteer-driven, citizen-science initiative that collects water quality data to assess and document long-term changes in lake health.
- Support the Program through coordination, volunteer training, sample collection logistics, laboratory analysis (where feasible using existing resources), and public reporting, while

DRAFT

clearly communicating that the Program is informational only and does not constitute regulatory oversight.

- Use program data to promote environmental stewardship without creating new regulatory requirements.

## Key operational elements of the Program:

### 4.1 Volunteer Sampling

- 4.1.1 Volunteers collect samples from the deepest point of each lake (marked by buoy) once per month from May to September (generally on the third Sunday of the month, weather permitting). Sampling includes surface and deep-water samples (combined to create two composite sample replicates), secchi depth, water and air temperature, weather conditions, and other field observations as per established protocols.
- 4.1.2 Field observations such as blue green algae blooms and significant drops in water levels are to be directly reported to Nova Scotia Department of Environmental and Climate Change Office: 1-877-936-8476 (toll free) Regional office for Western Regions; Kings County, Annapolis County and West Hants: 902-679-6086.

### 4.2 Sample Processing and Analysis

- 4.2.1 Municipal staff collect samples from volunteers the day following sampling, maintain chain-of-custody procedures, and transport them in a cooler with ice to an accredited external laboratory. Samples are analyzed for parameters including Total Phosphorus, Total Nitrogen, Chlorophyll-a, and others required for the Canadian Council of Ministers of the Environment Water Quality Index. The Municipality may perform limited internal analysis where feasible.

### 4.3 Annual Reporting

- 4.3.1 Results are compiled into an annual report and presented to Municipal Council by an external consultant, following the field season. Volunteers are notified of the results and the date/time of the Council presentation so they may attend if desired.

### 4.4 Data Publication and Transparency

- 4.4.1 Annual reports and data summaries are posted on the Municipal website under the Lake Monitoring Program section to ensure public access and transparency.

### 4.5 Additional Elements

- 4.5.1 The Program may reference historical data, coordinate with external partners (such as volunteer groups or provincial guidelines), and include clear disclaimers that all information is for educational and public awareness purposes only.

### 4.6 Financial Implications

- 4.6.1 Laboratory costs and costs associated with external analysis, together with related incidental expenses, will be included in the Municipality's annual Operating Budget.

4.7 Monitoring and Review

4.7.1 This Policy will be reviewed every five years or as required by Council.

**5. Responsibilities**

5.1 Council will:

5.1.1 Receive the annual report and provide ongoing policy direction.

5.2 Municipal Staff will:

5.2.1 Coordinate volunteer training (spring meeting), sample pickup and transport, laboratory submissions, data analysis/reporting, website updates, and volunteer notifications.

5.3 Volunteers will:

5.3.1 Perform field sampling and data recording in accordance with training and protocols.

5.4 The Chief Administrative Officer will:

5.4.1 implement this Policy;

5.4.2 identify and propose revisions to this Policy.

**6. Amendments**

Date	Amendments

---

<b>TO</b>	Committee of the Whole
<b>PREPARED BY</b>	Brad Carrigan, Director of Public Works & Engineering
<b>MEETING DATE</b>	April 21, 2026
<b>SUBJECT</b>	Renewal of J-Class Roads Cost Sharing Agreement

---

## ORIGIN

- February 3, 2026 - Letter from Nova Scotia Department of Public Works
- March 31, 2027 - Expiry of Cost Sharing Agreement No. 2023-014 for paving and resurfacing Provincial Subdivision Roads

## RECOMMENDATION

That Committee of the Whole recommend Municipal Council authorize the Mayor and CAO to sign the Cost Sharing Agreement 2026-014 with the Nova Scotia Department of Public Works for paving Provincial Subdivision Roads as attached to the April 21, 2026 Request for Decision.

## INTENT

For Council to authorize the Mayor and CAO to sign the new 3-year Cost Sharing Agreement with the Nova Scotia Department of Public Works (NSDPW) for resurfacing Provincial Subdivision Roads.

## DISCUSSION

NSDPW has offered a cost sharing arrangement between the Province and Municipalities for resurfacing Provincial Subdivision Roads since the 1995 Service Exchange. The main provisions of the new Agreement include:

- Sharing of costs between NSDPW and the Municipality on a 50-50 basis for “Paving”.
- The Municipality will be asked to submit a new priority list by October 31<sup>st</sup> prior to the start of each Fiscal Year.
- Provide a response within 20 Business Days of when NSDPW submits their list of approved streets and related cost estimate.
- NSDPW will adjust manholes, catch basins, or water valves as required on approved roads and will expense the “Additional Work” at 100% of the Province’s standard unit prices.
- The Province will be responsible for tendering and notifying the Municipality when there is a cost overestimate greater than 10%.

The main provisions listed above for the new Agreement (2026-014) mirror the ones provided in the expiring contract (2023-014).

## FINANCIAL IMPLICATIONS

- No direct impact for fiscal year 2026-27. The Agreement simply provides the contractual framework to allow the Municipality to participate in the Program for fiscal year 2027-28, 2028-29, 2029-30.
- Funding levels from NSDPW are not guaranteed from year to year. Staff will bring forward a funding proposal during annual budget deliberations.

## STRATEGIC PLAN ALIGNMENT

# Request for Decision

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
✓	Financial Sustainability	Provincial Subdivision Roads are identified under this Priority.
	Other	

## ALTERNATIVES

- No alternatives are recommended.

## IMPLEMENTATION

- Mayor and CAO sign Cost Sharing Agreement 2026-014 and return it to NSDPW along with a certified copy of the Council resolution.
- Every year, NSDPW asks the Municipality to submit a new priority list by October 31<sup>st</sup> prior to the start of each Fiscal Year.

## ENGAGEMENT

- None. Cost Sharing Agreements have been presented at prior sessions of Council and Committee of the Whole.

## APPENDICES

- Appendix A: Cost Sharing Agreement 2026-014

## APPROVALS

Andrea Hyslop, Deputy Chief Administrative Officer

April 13, 2026



# Public Works

## COST SHARING AGREEMENT NO. 2026-014

**THIS COST SHARING AGREEMENT ON THE PAVING OF SUBDIVISION (J-CLASS) STREETS** (this “Agreement”) is effective as of the \_\_\_ day of \_\_\_\_\_, 2026 (the “Effective Date”).

BETWEEN:

**HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF NOVA SCOTIA**, as represented by the Minister of Public Works (the “Province”)

-and-

**MUNICIPALITY OF THE COUNTY OF KINGS**, a municipal corporation incorporated pursuant to the *Municipal Government Act.*, S.N.S. 1998, c. 18 (the “Municipality”)

### Contents

1.	Definitions .....	3
2.	Term of Agreement .....	3
3.	Designation and Acceptance of Streets .....	3
4.	Payment of Construction Costs.....	4
5.	Additional Works .....	4
6.	Work May be Subcontracted.....	4
7.	Costs Over Estimate .....	4
8.	Cost Overruns.....	5
9.	Appropriation of Future Funds .....	5
10.	Permits and Approvals.....	5
11.	Indemnification by the Municipality .....	5
12.	Release from Liability.....	5

13.	Disclaimer of Consequential or Indirect Damages .....	5
14.	Construction Warranty .....	6
15.	Confidentiality .....	6
16.	Force Majeure.....	6
17.	Interpretation.....	6
18.	Governing Laws .....	7
19.	Entire Agreement.....	7
20.	Amendments.....	7
21.	Waiver.....	7
22.	Severability .....	7
23.	Further Assurances.....	7
24.	Counterparts; Electronic Execution.....	7
25.	Notices.....	7
	Signature Page .....	9

**BACKGROUND:**

1. Section 308 of the *Municipal Government Act*, S.N.S. 1998, c. 18 (the “**Act**”), provides that all streets in a municipality are vested absolutely in the municipality. Section 307 of the Act provides that this does not include streets that are vested in His Majesty in Right of the Province.
2. The parties agree that it is in the best interests of the public to cooperate with each other on the construction, improvement, alteration, repair, cleaning and clearing of Village and Subdivision Streets (as hereinafter defined).
3. By Order in Council dated May 12, 1988, the Province’s Executive Council approved a paving and cost-sharing program for these Village and Subdivision Streets.
4. The *Provincial-Municipal Service Exchange Agreement(s)* (collectively, the “**Service Exchange Agreement**”) specify that cost-sharing on Village and Subdivision Streets is to be apportioned between the Province and the participating municipalities on a uniform 50-50% basis.
5. This Agreement outlines the parties’ joint understandings, commitments, and terms and conditions associated with the paving and cost-sharing of Village and Subdivision Streets, all in accordance with the Service Exchange Agreement, the *Public Highways Act*, R.S.N.S. 1989, c. 371 and the *Municipal Government Act*, S.N.S. 1998, c. 18.

**AGREEMENT:**

In consideration of the mutual covenants and agreements in this Agreement, the receipt and sufficiency of which are acknowledged by the parties, and subject to the terms and conditions of this Agreement, the parties, intending to be bound, agree as follows:

1. **Definitions.** In this Agreement, unless something in the subject matter or context is inconsistent therewith, the following terms have the meanings set forth below:
  - (a) “*Additional Work*” has the meaning given to it under Section 5 (*Additional Works*).
  - (b) “*Agreement*” means this Agreement.
  - (c) “*Business Day*” means any day other than a Saturday, Sunday or a holiday as defined in the *Interpretation Act*, R.S.N.S. 1989, c. 235.
  - (d) “*Confidential Information*” has the meaning given to it in Section 15 (*Confidentiality*).
  - (e) “*Cost Estimate*” has the meaning given to it in Subsection 3.3.
  - (f) “*Fiscal Year*” means the 12-month period beginning on April 1 and ending on March 31.
  - (g) “*Force Majeure Event*” has the meaning given to it in Section 16 (*Force Majeure*).
  - (h) “*Notice of Acceptance*” has the meaning given to it in Subsection 3.4.
  - (i) “*Paving*” means: (i) the work of grading, gravelling, culvert repair and required upgrading of Village and Subdivision Streets to meet industry-standard specifications; (ii) paving, repaving, or double chip sealing of Village and Subdivision Streets; and (iii) pre-engineering, design, on-site engineering supervision and inspection, and incidental services that are required from the edge of the roadway to the limit of the right of way. For greater certainty, “*Paving*” does not include feasibility studies, construction, reconstruction, relocation, repairs, or adjustments of sidewalks, water lines, fire hydrants, sanitary sewers, sanitary sewer manholes, catch basins, water valves, utility poles, street lighting or similar work on infrastructure that accompanies a Village and Subdivision Street.
  - (j) “*Village and Subdivision Street(s)*” means streets located in the Municipality that are: (i) constructed prior to April 1, 1995; and (ii) under the administration and control of the Province.
2. **Term of Agreement.** This Agreement shall be effective from the Effective Date to the earlier of: (i) the date on which the Service Exchange Agreement expires or is terminated; or (ii) March 31, 2030. This Agreement applies to Fiscal Years 2027-28, 2028-29 and 2029-30.
3. **Designation and Acceptance of Streets.**
  - 3.1 In order to have the Paving of one or more Village and Subdivision Streets cost-shared under this Agreement for a Fiscal Year, the Municipality must first provide the Province with advance notice of its intention to participate in the Province’s Paving program. This notice must be provided to the Province on or before October 31 of each year (commencing in the year prior to the first Fiscal Year to which this Agreement applies).

- 3.2 If the Municipality provides notice to the Province in accordance with Subsection 3.1, then the Municipality shall, at the same time, submit a list of the Village and Subdivision Streets it proposes be considered by the Province for Paving (the “**Road Submission List**”).
  - 3.3 After receiving the Road Submission List, the Province shall review the Road Submission List and notify the Municipality of: (i) the Village and Subdivision Streets that the Province accepts for Paving; and (ii) the anticipated costs for such Paving (the “**Cost Estimate**”).
  - 3.4 After receiving the Cost Estimate (but in no event later than twenty 20 Business Days from the date of its receipt), the Municipality shall notify the Province whether it accepts the Province’s list of approved Village and Subdivision Streets and the related Cost Estimate for Paving such streets (the “**Notice of Acceptance**”).
  - 3.5 If the Municipality does not provide a notice to the Province under Subsection 3.1 or a Notice of Acceptance under Subsection 3.4 by the specified times, the Municipality will be deemed to have elected not to participate in the Province’s paving and cost-sharing program for the Fiscal Year in question.
  - 3.6 After receipt of the Municipality’s Notice of Acceptance, the Province shall perform the Paving and any Additional Work that may be required for the identified Village and Subdivision Streets. As between the parties, the Province shall be responsible for all construction oversight and management of work required for Paving and any Additional Works.
4. **Payment of Construction Costs.** The Municipality shall pay: (i) fifty percent (50%) of the costs related to Paving performed by the Province, plus applicable taxes; and (ii) one hundred percent (100%) of the costs related to any Additional Work performed by the Province, plus applicable taxes. These payments must be made within sixty (60) days of the Municipality’s receipt of the Province’s applicable invoice(s).
  5. **Additional Works.** If the Paving of a Village and Subdivision Street requires that the Province adjust manholes, catch basins, or water valves, then the Province shall perform such adjustments as part of the subject street’s Paving (“**Additional Work**”). Additional Work will be performed at the Municipality’s full cost, in accordance with Section 4 (*Payment of Construction Costs*). The Municipality will be invoiced by the Province at the standard unit price for the required Additional Work, and the Municipality shall pay the Province promptly (and in no event later than sixty (60) days) after its receipt of any such invoice).
  6. **Work May be Subcontracted.** The Province may conduct a competitive tendering process for the selection of one or more contractors capable of completing the Paving and any Additional Work contemplated by this Agreement, in accordance with the Province’s *Procurement Policy*.
  7. **Costs Over Estimate.** Where the Province conducts a tendering process pursuant to Section 6 (*Work May be Subcontracted*), and the total approved tender price exceeds the Province’s Cost Estimate by more than ten percent (10%), then the Province shall, before awarding a contract for Paving and any Additional Work, and subject to any confidentiality requirements outlined in its tender documents and the proponent’s bid submission, provide the Municipality with the details

of the successful bid, including all details pertaining to the proponent's pricing submission. The Municipality shall, within ten (10) Business Days of receipt of such bid details, provide the Province with written acknowledgment of its consent to the Province awarding the tender, which consent will not be unreasonably withheld. If the Municipality reasonably withholds its consent to the award of the tender, then the subject Paving or Additional Work will not proceed.

8. **Cost Overruns.** Subject to Section 7 (*Costs Over Estimate*), the Municipality shall pay for any cost overruns associated with the Paving of the Village and Subdivision Streets or any Additional Work. Cost overruns (if any) will be reflected on the Province's invoice(s) to the Municipality.
9. **Appropriation of Future Funds.** Notwithstanding anything else contained in this Agreement, in the event this Agreement extends into a Fiscal Year subsequent to its execution, continuation of this Agreement is conditional upon an appropriation of sufficient monies under the *Finance Act* (Nova Scotia) to enable the Province to make the payments committed to the Municipality. In the event that sufficient monies are not available as a result of: (i) non-appropriation for the Fiscal Year in which payment becomes due; and (ii) the payment being neither charged nor chargeable to an appropriation for a previous Fiscal Year, the Province may terminate this Agreement, without any further liability, cost or penalty whatsoever, upon giving thirty (30) days' notice to the Municipality. Termination will become effective on the date of the beginning of the first Fiscal Year for which funds have not been appropriated.
10. **Permits and Approvals.** The Municipality shall obtain all material permits, approvals, authorizations and consents that may be required in order for the Province to perform its duties and obligations under this Agreement. The Municipality acknowledges and agrees that the Province shall not be obligated to perform any Paving or any other duty until such permits, approvals, authorizations and consents are obtained. For greater certainty, this includes any leases to or licences over land that may be required to perform Paving of the Village and Subdivision Streets.
11. **Indemnification by the Municipality.** The Municipality agrees to indemnify and save harmless the Province and its officers, employees and agents from all liabilities, fines, suits, claims, demands and actions, of any kind and nature for which the Province or its officers, employees or agents shall or may become liable or suffer by reason of any breach, violation or non-performance by the Municipality of any covenant, term or provision hereof or by reason of any death or injury of any person or any damage or destruction of any property resulting from any act, neglect or default on the part of the Municipality or any of its servants, employees, agents, invitees or licensees whatsoever.
12. **Release from Liability.** The Municipality hereby releases the Province from any claim that may arise from construction delays or cost overruns in relation to the Paving of Village and Subdivision Streets.
13. **Disclaimer of Consequential or Indirect Damages.** Neither party will be liable to the other for any special, incidental, punitive, indirect or consequential damages arising out of or in connection with this Agreement, including lost revenue or lost profits, even if foreseeable or if a party has been advised of the possibility of such damages, and regardless of the basis on which a party is entitled to claim (including fundamental breach, negligence, misrepresentation, or other contract

or tort claim).

14. **Construction Warranty.** The Province shall obtain a contractual warranty under its contract with the contractor(s) for the Work. This warranty will be in accordance with the requirements under the *Standard Specification – Highway Construction and Maintenance*. The Province makes no other warranties whatsoever with respect to the Work, express or implied, including warranties of merchantability and warranties of fitness. The Municipality acknowledges that all such warranties are disclaimed by the Province.
15. **Confidentiality.** The Municipality acknowledges and agrees that all Confidential Information will be received in the strictest confidence and will be held and used only in accordance with and subject to the terms of this Agreement. The Municipality shall retain such information in confidence and shall treat such information with a degree of care no less than the degree of care that the Municipality employs for the protection of its own information of a similar nature. “**Confidential Information**” means any and all information identified as confidential or marked as confidential Information by the Province or is clearly recognizable as confidential information to a prudent person with no special knowledge of the Province’s business, that has or will come into the possession or knowledge of the Municipality, or to which the Municipality has access in connection with or as a result of this Agreement. “Confidential Information” does not include information that is: (a) publicly available when it is received by or becomes known to the Municipality; (b) is already known to the Municipality at the time of its disclosure to the Municipality and is not known by the Municipality to be the subject of an obligation of confidence of any kind; (c) independently developed or obtained by the Municipality; or (d) received by the Municipality in good faith without an obligation of confidence of any kind from a third party who the Municipality had reason to believe was lawfully in possession of such information free of any obligation of confidence of any kind.
16. **Force Majeure.** No party is responsible for a failure to fulfil its obligations under this Agreement or for delay in doing so if such failure or delay is due to a Force Majeure Event. If either party is prevented from or delayed in performing any of its obligations under this Agreement because of a Force Majeure Event, then the party claiming the Force Majeure Event shall promptly notify the other party which outlines the particulars of the Force Majeure Event including details of the nature of the event, its expected duration and the obligations under this Agreement that will be affected by the Force Majeure Event. A “**Force Majeure Event**” means the occurrence of one or more of the following events or any other event that is beyond the reasonable control of a party, and that interferes with, delays or prevents performance of the obligations of a party under the Agreement, provided that the nonperforming party is without fault in causing or failing to prevent such occurrence: (a) catastrophic weather conditions or other elements of nature or acts of God; (b) acts of war (declared or undeclared), acts of terrorism, insurrection, riots, civil disorders, rebellion or sabotage; and (c) other events which the parties expressly agree in writing as constituting a “Force Majeure Event”.
17. **Interpretation.** In this Agreement, unless something in the subject matter or context is inconsistent therewith, words importing the singular number include the plural and *vice versa*; words importing a gender include the masculine, feminine and neutral genders; and words importing persons include individuals, partnerships, companies, associations, trusts, government agencies and any other form of organization or entity whatsoever.

18. **Governing Laws.** This Agreement will be governed by and construed in accordance with the laws of the Province of Nova Scotia.
19. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties hereto with regard to the subject matter hereof and supersedes all prior agreements, understandings, representations or warranties, negotiations and discussions, whether oral or written, among the parties hereto with respect thereto, entered into prior to the date hereof, which are hereby terminated.
20. **Amendments.** No amendment of this Agreement will be binding unless in writing and signed by all the parties hereto.
21. **Waiver.** No waiver by any party hereto of any breach of any of the provisions of this Agreement will take effect or be binding upon such party unless in writing and signed by such party. Unless otherwise provided therein, such waiver will not limit or affect the rights of such party with respect to any other breach.
22. **Severability.** If any provision of this Agreement is held by a court of competent jurisdiction to be illegal, invalid or unenforceable, such provision will be deemed to be severed from this Agreement and the remaining provisions will nevertheless remain in full force and effect.
23. **Further Assurances.** The parties agree to execute and deliver all such further documents and instruments and do, or cause to be done, all such acts and things as either party may reasonably consider necessary to evidence the intent and meaning of this Agreement.
24. **Counterparts; Electronic Execution.** This Agreement may be executed in several counterparts, each of which will be an original and all of which will constitute one and the same instrument. The parties agree that signatures transmitted, received and reproduced via electronic transmission, email or electronic signatures will be treated for all purposes of this Agreement as original signatures and will be deemed valid, binding and enforceable by and against all parties.
25. **Notices.** All notices, demands or other communications to be given in connection with this Agreement will be in writing and will be given by personal delivery, registered mail or by electronic means of communication addressed to the recipient as follows:

(a) to the Municipality at

Scott Conrod  
Chief Administrative Officer  
181 Coldbrook Village Park Drive  
Coldbrook, NS B4R 1B9  
Tel (902) 690-6131  
Email: [sconrod@countyofkings.ca](mailto:sconrod@countyofkings.ca)

(b) to the Province at  
Laura Cunningham  
Capital Program Administration Officer  
Johnston Building, 1672 Granville St.  
P.O. Box 186  
Halifax, NS B3J 2N2  
Tel: (902) 424-0897  
Email: [laura.cunningham@novascotia.ca](mailto:laura.cunningham@novascotia.ca)

(c) or, to such other address, individual or electronic communication number as may be designated by notice given by either party to the other in accordance herewith. Any demand, notice or other communication given by personal delivery will be conclusively deemed to be given on the day of actual delivery thereof and, if given by registered mail, on the fifth (5<sup>th</sup>) Business Day following the deposit thereof in the mail and if given by electronic communication, on the day of transmittal thereof if given during normal business hours of the recipient and on the Business Day during which such normal business hours next occur if not given during such hours on any day. If the party giving any demand, notice or other communication knows or ought reasonable to know of any difficulties with the postal system which might affect the delivery of mail, any such demand, notice or communication will not be mailed but will be given by personal delivery or by electronic communication.

*[signature page follows]*

**IN WITNESS WHEREOF** the Province has hereunto subscribed its hand and affixed its seal and the Municipality has set and affixed its corporate seal authenticated by the signatures of the Mayor and the witness hereunto duly authorized.

**SIGNED, SEALED and DELIVERED** in the presence of:

**His Majesty the King in Right of the Province of Nova Scotia**, as represented by the Minister of Public Works

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Fred Tilley, Minister of Public Works

\_\_\_\_\_  
Date (Day-Month-Year)

Municipality of the County of Kings

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Dave Corkum, Mayor

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Resolution of Council Designate



Provincial Seal



Municipal Seal

---

<b>TO</b>	Committee of the Whole
<b>PREPARED BY</b>	Mike Livingstone, Director of Finance & IT Brad Carrigan, Director of Engineering & Public Works
<b>MEETING DATE</b>	April 21, 2026
<b>SUBJECT</b>	2026/27 Cost Shared Program for Paving of Subdivision Streets (J-Class Roads)

---

## ORIGIN

- [July 4, 2023 Council RFD - New Cost Share Agreement - Provincial Village/Subdivision Roads](#)
- [October 21, 2025 - Special Council Motion to Submit Updated List](#)

## RECOMMENDATIONS

That Committee of the Whole recommend Municipal Council authorize the Mayor to sign the Notice of Acceptance from the Minister for the Nova Scotia Department of Public Works, as attached to the April 21, 2026 Request for Decision, for roads to be resurfaced in Fiscal Year 2026/27 per Cost Sharing Agreement 2020-014.

That Committee of the Whole recommend Municipal Council authorize the Chief Administrative Officer to negotiate with the Nova Scotia Department of Public Works to add or substitute any or all of the top three priority roads identified by the Municipality and as detailed in the April 21, 2026 Request for Decision.

That Committee of the Whole recommend Municipal Council approve a Supplemental Budget for J-Class Road Paving, GL 01-2-232-309, in the amount of \$570,000 to be financed by a transfer from the J-Class Road Operating Reserve, GL 61-4-460-382.

## INTENT

For Committee of the Whole to consider granting authority to the Mayor and Chief Administrative Officer to accept the Nova Scotia Department of Public Works (NSDPW) paving approval and negotiate with the NSDPW concerning the roads to be paved in fiscal 2026/27.

## DISCUSSION

The Provincial J-Class Road program stems from a 1995 list of roads that formed part of the 1996 Provincial-Municipal Service Exchange Agreement. While the Province maintains ownership of these roads, the Municipality pays a maintenance fee per kilometer that goes into consolidated revenue of the Province, i.e., does not form part of NSDPW line item expenditures. This list contains 393 Provincial Roads totalling 135.25 km located in the Municipality of the County of Kings. NSDPW through the Cost Share Agreement offers the Municipality the opportunity to contribute 50% of cost to the recapitalization of roads contained on the 1995 list.

NSDPW requests a list of ten Provincial-owned J-Class Subdivision Roads for consideration of paving from the Municipality on an annual basis. For 2026/27 the roads in the following table were approved by Council and submitted to NSDPW.

No.	Road Name	District	GSA	Subdivision Name	General Zoning	Condition Rating	FESC Score	Length (km)
1	Chapel Road	1	Canning	n/a	R2	Poor 3	110	1.29
2	Cavelle Avenue	1	Canning	n/a	R3	Poor 3	60	0.53
3	Cavelle Terrace	1	Canning	n/a	R3	Damaged	50	0.15
4	Centennial Drive	2	Port Williams	Steele	R1	Poor 3	80	0.32
5	Pinewood Avenue	6	Coldbrook	Pinewood Estates	R1	Poor 3	60	0.09
6	Edith Drive	6	Coldbrook	Pinewood Estates	R1	Damaged	45	0.25
7	Lincoln Court	4	Kingston	McMaster	R4	Poor 3	60	0.05
8	Polaris Court	4	Kingston	Devine	R1	Poor 3	60	0.06
9	Varner Street	4	Kingston	Armstrong Mosher	R1	Poor 3	50	0.07
10	Lockhart Drive	8	New Minas	Lockhart	R3	Poor 3	55	0.43
<b>Total Length (km)</b>								<b>3.24</b>

Annually a field condition assessment of all J-Class Roads within the Municipality is completed by the Municipality's Department of Engineering and Public Works. This assessment is utilized to provide a road ranking analysis that considers Surface Condition Rating; and a Financial, Environmental, and Social/Cultural Score (FESC Score). The FESC Score is intended to serve as a proxy for the road's Level of Service.

The street segments approved by the Minister of Public Works for 2026/27 were No. 5, 6, and 8, see table below, representing a combined 0.42 km of road and a total estimated cost of \$300,000. The Municipality's 50% cost share is estimated at \$155,786.10 (\$150,000 plus non-rebated HST).

Road Name	Description	KM's	Total Cost Estimate (excludes HST)	Cost Share Estimate (excludes HST)
Pinewood Avenue	from Edith Drive to Meghan Drive, paving	0.095	\$75,000	\$37,500
Edith Drive	from Pinewood Avenue to Meghan Drive, paving	0.25	\$140,000	\$70,000
Polaris Court	from Balsor Drive to cul-de-sac, paving	0.077	\$85,000	\$42,500
<b>Total</b>		<b>0.42</b>	<b>\$300,000</b>	<b>\$150,000</b>

Chapel Road was previously approved for top lift re-paving through the provincial J-Class Roads program in 2020/21. However, it did not move forward due to planned water and wastewater infrastructure upgrades required in the road. Those water and wastewater infrastructure upgrades will be completed, and paving could proceed in 2026/27.

From an efficiency perspective, moving forward with the number 2 and 3 priority roads, Cavelle Avenue and Cavelle Terrace respectively, is also ideal, as it would allow for the three road segments (including Chapel), which are all in proximity, to share certain fixed costs, such as mobilization.

On April 2, 2026 the Municipality met with the Nova Scotia Minister of Finance and Treasury Board, Minister of Public Works, and NSDPW's Chief Engineer to discuss paving of Chapel Road, Cavelle Avenue,

and Cavelle Terrace in 2026/27. At the time of release of this Request for Decision the Municipality has not received any indication from NSDPW about including these road segments.

Since the Municipality does not currently have clear information on what to anticipate for additional road approvals and cost share expectations, a supplemental budget of \$570,000, nearly the full forecasted balance of the J-Class Road Reserve, is recommended to support negotiations to pave as many kilometers of roads as possible from the 2026/27 priority list.

## FINANCIAL IMPLICATIONS

- The Municipality’s share of existing NSDPW approved roads is estimated to be \$155,786 and can be funded from the 2026/27 Operating Budget for J-Class Road Paving GL 01-2-232-309.
- Additional road segments being considered for 2026/27 are estimated at a total cost of \$1,454,500. If included under the Province’s Cost Share Agreement 2023-014 the Municipality’s 50% share is estimated to be \$727,250.
- Available internal funding for J-Class Roads is as follows:
  - The 2026/27 operating budget for J-Class Road Paving is \$536,500, and
  - The forecasted J-Class Road Reserve Balance is \$579,509.

The table below details the estimated cost of the six road segments under consideration in this RFD.

Road Name	Priority List No.	Estimated Cost	50% of Estimated Cost
Chapel Road	1	\$ 952,436	\$ 476,218
Cavelle Avenue	2	391,311	195,656
Cavelle Terrace	3	110,748	55,374
Pinewood	5	145,400	72,700
Edith	6	77,893	38,947
Polaris	8	88,279	44,139
Total Estimated Cost		\$ 1,766,068	\$ 883,034

## STRATEGIC PLAN ALIGNMENT

✓	Strong Communities	Enhancing community infrastructure
	Environmental Stewardship	
	Economic Development	
	Good Governance	
✓	Financial Sustainability	Provincial Subdivision Roads are identified under this Priority
	Other	

## ALTERNATIVES

- Municipal Council may opt to authorize the Mayor to sign the Notice of Acceptance but not to authorize the CAO to negotiate with NSDPW.
- Municipal Council may opt not to authorize the Mayor to sign the Notice of Acceptance and propose specific alternative course(s) of action.

## **IMPLEMENTATION**

- Municipal staff will communicate with the Province on the key elements of the 2026/27 paving program.

## **ENGAGEMENT**

- Villages were asked to provide input on the 2026/27 priority road list in September 2025, and comments were considered in compiling the list presented to Council in October 2025.

## **APPENDICES**

- Appendix A: March 24, 2026 Letter from Nova Scotia Department of Public Works and Notice of Acceptance

## **APPROVALS**

Andrea Hyslop, Deputy Chief Administrative Officer

April 10, 2026



**Public Works  
Office of the Minister**

PO Box 186, Halifax, Nova Scotia, Canada B3J 2N2

**MAR 24 2026**

His Worship Dave Corkum  
Mayor of Municipality of the County of Kings  
181 Coldbrook Village Park Drive  
Coldbrook, NS B4R 1B9

Dear Mayor Corkum:

**Re: Cost Shared Program for Paving of Subdivision (J Class) Streets for fiscal year 2026-27.**

Thank you for your Municipality's submission under the Cost Shared Program for Paving of Subdivision (J Class) Streets for fiscal year 2026/27.

We are pleased to inform you that the roads listed below have been approved under this program:

Road Name	Description	KM's	Total Cost Estimate (excludes HST)	Cost Share Estimate (excludes HST)
Pinewood Avenue	from Edith Drive to Meghan Drive, paving	0.095	\$75,000	\$37,500
Edith Drive	from Pinewood Avenue to Meghan Drive, paving	0.25	\$140,000	\$70,000
Polaris Court	from Balsor Drive to cul-de-sac, paving	0.077	\$85,000	\$42,500
<b>Total</b>		<b>0.42</b>	<b>\$300,000</b>	<b>\$150,000</b>

Under the terms of Cost Share Agreement 2023-014, the Municipality has agreed to notify the Department within 20 Business Days from the time of receipt, whether it accepts the list of approved projects and the cost estimates. If a notice of acceptance is not received within this time, the Municipality is deemed to not accept the list of approved projects and the cost estimates, and the Province will proceed no further with these projects.

Mayor Dave Corkum  
Page 2

If you choose to accept the list and cost estimate, please complete, and sign the attached Notice of Acceptance and return to the attention of Laura Cunningham, Capital Program Administration Officer.

Due to program limits, the Department will not be able to proceed with Lincoln Court, Varner Street, Chapel Street, Cavelle Avenue, Cavelle Terrace, Centennial Drive and Lockhart Drive. The Municipality may wish to re-submit these candidates for the 2027-28 program under the terms outlined in the Cost Share Agreement.

Yours sincerely,



Fred Tilley  
Minister of Public Works

c: Scott Conrod, Chief Administrative Officer  
Brad Carrigan, Director  
Mitchell Conrad, District Director, Western  
Craig Smith, Construction Manager, Western  
Laura Cunningham, Capital Program Administration Officer

**NOTICE OF ACCEPTANCE:**

The Municipality of Kings accepts the cost estimate of only the project listed as "Yes" below for fiscal year 2026-27 and wishes to proceed with construction as per the terms of Agreement 2023-014.

Road Name	Description	KM's	Total Cost Estimate (excludes HST)	Cost Share Estimate (excludes HST)	Accept: Yes / No (please write in)
Pinewood Avenue	from Edith Drive to Meghan Drive, paving	0.095	\$75,000	\$37,500	
Edith Drive	from Pinewood Avenue to Meghan Drive, paving	0.25	\$140,000	\$70,000	
Polaris Court	from Balsor Drive to cul-de-sac, paving	0.077	\$85,000	\$42,500	
<b>Total</b>		<b>0.42</b>	<b>\$300,000</b>	<b>\$150,000</b>	

**Name (Print):** \_\_\_\_\_

**Name (Signature):** \_\_\_\_\_

**Title (Print):** \_\_\_\_\_

**Date (Print Year-Month-Day):** \_\_\_\_\_

Please ensure the yellow highlighted column is filled in and return signed document via email to: Laura Cunningham at [laura.cunningham@novascotia.ca](mailto:laura.cunningham@novascotia.ca)

---

<b>TO</b>	Committee of the Whole
<b>PREPARED BY</b>	Katrina Roefs, CPA, Financial Analyst
<b>MEETING DATE</b>	April 21, 2026
<b>SUBJECT</b>	Revised Hantsport Fire Department Budget

---

## **ORIGIN**

- [March 25, 2026, Committee of the Whole](#) – 2026/27 Budget Presentation (Budget Revisions)
- [April 1, 2026, Special Council](#) - 2026/27 Budget Deliberations

## **RECOMMENDATION**

That Committee of the Whole recommend Municipal Council approve the revised 2026/27 Budget for the Hantsport Fire Department with an operating contribution of \$131,400, as attached in Appendix A to the April 21, 2026 Request for Decision.

## **INTENT**

To provide updated information received following the release and presentation of the 2026/27 Operating Budget regarding the operating contribution to the Hantsport Fire Department and seek approval of the revised Hantsport Fire Department 2026/27 Budget.

## **DISCUSSION**

Attached as Appendix A is a revised version of the Hantsport Fire Department's 2026/27 Operating Budget. As of the March 17, 2026 presentation on the 2026/27 Operating Budget, no Hantsport Fire Department budget had been received. As a result, the presented Municipal Operating Budget included a contribution of \$131,400, based on the maximum contribution permitted under the contractual formula outlined in Appendix B.

Following the budget presentation, the fire department submitted an initial budget requesting \$127,175, which was below the contractual maximum. This revised amount was presented to Council on March 25, 2026 as an amendment to the Municipal Operating Budget. On April 1, 2026, the Municipality received an adjusted final budget identifying an additional funding requirement related to fire station apparatus maintenance. As a result, the revised budget requests the full contractual contribution of \$131,400.

Staff have reviewed the budget and contract calculations and confirm that the request is consistent with the contract parameters. This update results in an increase of \$4,225, which will be funded from the fire supplies account within purchased services in the Emergency Management budget.

## **FINANCIAL IMPLICATIONS**

- Increased contribution to Hantsport Fire Department in line with contract maximums resulting in an additional \$4,225 to be reallocated within the existing 2026/27 approved Municipal budget.

## STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Response to revised budget information

## ALTERNATIVES

- There are no recommended alternatives as the revised contribution amount is in keeping with the contract parameters.

## IMPLEMENTATION

- The Hantsport Fire Department and the West Hants Regional Municipality will be notified of Council's decision.

## ENGAGEMENT

- No specific engagement initiatives were undertaken in relation to this Request for Decision.

## APPENDICES

- Appendix A: Hantsport Fire Department 2026/27 Budget
- Appendix B: Calculation of contribution maximum

## APPROVALS

Tyler Honeywood, CPA, Manager of Financial Reporting	April 9, 2026
Mike Livingstone, CPA, Director of Finance & IT	April 10, 2026
Andrea Hyslop, Deputy Chief Administrative Officer	April 10, 2026

**West Hants Regional Municipality  
Hantsport Fire Service  
2026-27 Detailed Budget**

REVENUE	3-Year Average	BUDGET 2025-26	BUDGET 2026-27	VARIANCE
Fundraising / Donations	\$ -	\$ -	\$ -	0.0%
Fire Protection Area Rate	\$ -	\$ -	\$ -	0.0%
Area Rates	\$ -	\$ -	\$ -	#DIV/0!
Fire Society	\$ -	\$ -	\$ -	0.0%
Municipal Costs	\$ 62,683	\$ 139,735	\$ 165,862	18.7%
Debt Servicing Contributions - West Hants	\$ -	\$ 282,015	\$ 290,530	3.0%
Debt Servicing Contributions - Kings (47.2% calls)	\$ 8,405	\$ 132,628	\$ 135,029	1.8%
Operation Contributions - Kings (47.2% calls)	\$ 11,158	\$ 127,700	\$ 131,400	2.9%
Operation Contributions - Glooscap	\$ 4,710	\$ 7,065	\$ 7,065	0.0%
Operation Contributions - East Hants	\$ -	\$ -	\$ -	0.0%
Operation Contributions - West Hants Fire Services	\$ -	\$ -	\$ -	0.0%
Grants	\$ -	\$ -	\$ -	0.0%
Provincial / Federal Funding	\$ -	\$ -	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ 86,956</b>	<b>\$ 689,143</b>	<b>\$ 729,886</b>	<b>5.9%</b>

**EXPENSES****Firefighting Operations***Apparatus*

Regular Maintenance	\$ 27,780	\$ 20,000	\$ 20,000	0.0%
Fuel	\$ 10,233	\$ 10,000	\$ 8,000	-20.0%
Major Repairs	\$ 5,254	\$ -	\$ -	0.0%
<i>Apparatus Sub Total</i>	<i>\$ 43,267</i>	<i>\$ 30,000</i>	<i>\$ 28,000</i>	<i>-6.7%</i>

*Equipment & Services*

Personal Protection	\$ 12,923	\$ 35,000	\$ 35,000	0.0%
Fire Suppression & Rescue Equipment	\$ 10,243	\$ 30,000	\$ 30,000	0.0%
Scab Testing, Inspection & Repairs	\$ 3,220	\$ 5,500	\$ 5,500	0.0%
Equipment Repairs & Maintenance	\$ 2,707	\$ 3,000	\$ 5,000	66.7%
Rehab Supplies	\$ 910	\$ 1,500	\$ 1,500	0.0%
<i>Equipment Sub Total</i>	<i>\$ 30,002</i>	<i>\$ 75,000</i>	<i>\$ 77,000</i>	<i>2.7%</i>

*Communications*

Pagers/Portable Radios	\$ 9,291	\$ 7,500	\$ 13,000	73.3%
Maintenance & Testing	\$ 953	\$ 2,000	\$ 1,500	-25.0%
Publications/Subscriptions	\$ 637	\$ 500	\$ 500	0.0%
<i>Communication Sub Total</i>	<i>\$ 10,880</i>	<i>\$ 10,000</i>	<i>\$ 15,000</i>	<i>50.0%</i>
<b>Total Firefighting Operations</b>	<b>\$ 84,150</b>	<b>\$ 115,000</b>	<b>\$ 120,000</b>	<b>4.3%</b>

**Training**

Fire Rescue Training (including travel & meals)	\$ 5,615	\$ 6,500	\$ 7,000	7.7%
Training Grounds, Equipment & Exercises	\$ 1,265	\$ 2,500	\$ 2,500	0.0%
Medical First Responder	\$ 372	\$ 1,000	\$ 1,000	0.0%
Seminars/Materials	\$ 758	\$ 1,000	\$ 500	-50.0%
<i>Training Sub Total</i>	<i>\$ 8,009</i>	<i>\$ 11,000</i>	<i>\$ 11,000</i>	<i>0.0%</i>

EXPENSES	3-Year Average	BUDGET 2025-26	BUDGET 2026-27	VARIANCE
<b>Fire Station</b>				
Light & Power	\$ 4,790	\$ 12,000	\$ 12,000	0.0%
Heating	\$ 4,639	\$ 12,000	\$ 15,000	25.0%
General Maintenance & Grounds	\$ 5,607	\$ 2,000	\$ 4,000	100.0%
Building Maintenance	\$ 2,285	\$ 8,000	\$ 8,000	0.0%
Emergency Equipment	\$ 63	\$ 1,000	\$ 1,000	0.0%
Snow Removal/Grounds	\$ -	\$ 4,000	\$ 4,000	0.0%
Janitorial/Cleaning	\$ 1,705	\$ 6,500	\$ 6,500	0.0%
Maintenance - Apparatus Superintendent	\$ 27,827	\$ 6,500	\$ 27,827	328.1%
Renovations/Major Repairs	\$ -	\$ -	\$ 1,000	0.0%
Station Supplies & Expenses	\$ -	\$ 500	\$ 500	0.0%
Rent	\$ -	\$ -	\$ -	0.0%
<i>Fire Station Sub Total</i>	<i>\$ 46,916</i>	<i>\$ 52,500</i>	<i>\$ 79,827</i>	<i>52.1%</i>
<b>Administration</b>				
Telephone, Internet, Etc.	\$ 2,033	\$ 2,500	\$ 2,500	0.0%
Office Supplies & Expenses	\$ 75	\$ 2,500	\$ 1,500	-40.0%

Membership	\$ 324	\$ 500	\$ 2,000	300.0%
Professional Services	\$ 3,595	\$ 4,000	\$ 3,000	-25.0%
Insurance	\$ 16,095	\$ 19,000	\$ 18,000	-5.3%
WCB	\$ 2,188	\$ 2,000	\$ 2,500	25.0%
EAP	\$ 754	\$ 2,000	\$ 1,500	-25.0%
Computer Services	\$ 1,043	\$ 500	\$ 800	60.0%
Public Events	\$ 1,509	\$ 1,500	\$ 1,200	-20.0%
Firefighter Honorarium	\$ 46,667	\$ 55,000	\$ 55,000	0.0%
Membership Recognition	\$ 2,101	\$ 4,000	\$ 4,000	0.0%
Uniforms	\$ 1,235	\$ 2,000	\$ 1,500	-25.0%
Other	\$ 2,741	\$ 500	\$ -	#VALUE!
<b>Administration Sub Total</b>	<b>\$ 80,359</b>	<b>\$ 96,000</b>	<b>\$ 93,500</b>	<b>-2.6%</b>

**Long Term Debt Payments**

<b>Total Long Term Debt Payments</b>	<b>\$ 131,527</b>	<b>\$ 414,643</b>	<b>\$ 425,559</b>	<b>2.6%</b>
<b>Total Fire Service Operations</b>	<b>\$ 266,811</b>	<b>\$ 574,143</b>	<b>\$ 609,886</b>	<b>6.2%</b>

**Capital & Reserve Expenses**

Misc.	\$ -	\$ -	\$ -	0.0%
Reserve Contributions	\$ -	\$ -	\$ -	0.0%
<b>Capital &amp; Reserve Expenditures Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Total Hantsport Fire Expenses</b>	<b>\$ 350,961</b>	<b>\$ 689,143</b>	<b>\$ 729,886</b>	<b>5.9%</b>
<b>Surplus/Deficit</b>	<b>\$ (264,005)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

DRAFT

**Appendix B  
Hantsport Volunteer Fire Department  
Operating Contribution Calculation  
2026/27**

Section 23 of the funding agreement stipulates that net shareable operating expenses are to be within a maximum of five year rolling average of CPI (Nova Scotia - June - All Goods) unless mutually agreed upon.

**CPI (Nova Scotia - June - all goods)**

<a href="#">June 2025</a>	1.60%
<a href="#">June, 2024</a>	3.50%
<a href="#">June. 2023</a>	1.89%
<a href="#">June. 2022</a>	9.30%
<a href="#">June 2021</a>	4.10%
<b>Average</b>	4.08%

**Calculation of Net Shareable Operating Costs**

	<b>2025/26</b>	<b>2026-27</b>	<b>Change (\$)</b>	<b>Change (%)</b>
Shareable Operating Costs	\$ 274,500	\$ 285,694		
Less Revenue from Glooscap First Nation	(7,065)	(7,065)		
<b>Net Shareable Operating Costs</b>	<b>\$ 267,435</b>	<b>\$ 278,629</b>	<b>11,194</b>	<b>4.19%</b>

	<b>Call Volume</b>	<b>Share of Expense</b>
Municipality of the County of Kings	47.2%	\$ 131,400
West Hants Regional Municipality	52.8%	147,300
<b>Total</b>	<b>100.0%</b>	<b>\$ 278,700</b>

---

<b>TO</b>	Committee of the Whole
<b>PREPARED BY</b>	Laura Mosher, Manager, Planning Services
<b>MEETING DATE</b>	April 21, 2026
<b>SUBJECT</b>	Expansion of Port Williams Growth Centre Boundary

---

## ORIGIN

- First Introduction

## RECOMMENDATION

That Committee of the Whole recommend Municipal Council direct the Chief Administrative Officer to begin the process of amending the Municipal Planning Strategy and Land Use By-law to expand the Port Williams Growth Centre boundary to include the entirety of PID 55037139, known as the SAG Boundary, as described in Appendix E of the Request for Decision dated April 21, 2026.

## INTENT

For the Committee to consider recommending amendments to the Municipal Planning Strategy and Land Use By-law to expand the Port Williams Growth Centre boundary.

## DISCUSSION

In February 2025, staff received two requests to expand the Port Williams Growth Centre boundary. The first request came from Dr. Bruce McLeod for the balance of PID 55037139 ('SAG Lands') to be brought into the Growth Centre. In 2024, Dr. McLeod entered into a development agreement on PID 55037139 to permit a comprehensive neighbourhood development consisting of a mix of residential uses, including a range of housing options. The development agreement includes the extension of Steeple View Drive (Phase 1) and the development of a new public road (Phase 2). At this time, the area and layout of the land would only permit the development of one side of the new public road, making the development of phase 2 financially impractical.

The second request came from the Village of Port Williams, requesting that the Growth Centre boundary be expanded to the boundary adopted by Municipal Council as part of the Port Williams Secondary Plan in 2010. As part of Provincial approval, the boundary was reduced to its current extent due to the potential loss of agricultural land. The area requested to be added by the Village consists partly of lands owned by the Village and is currently developed with Village infrastructure (water tower and production wells), and additionally used as parkland. The balance of the lands is developed with a total of three residential dwellings and active farmland. A map showing the requested boundary locations is included in Appendix D of this report. The Village Commission has indicated the additional lands are required to protect the quality of the drinking water supply. The lands are subject to restrictions related to the Wellfield Protection Overlay and are in Village ownership, thereby providing two measures of protection.

The Municipal Planning Strategy (MPS) provides guidance to Council related to the establishment of Growth Centres, how boundaries were and should be determined, Future Expansion Areas and other future boundary expansions in section 2.1, which is included as Appendix C to this report. The MPS clusters nearby Growth Centres together on the basis of proximity. The Growth Centre of Port Williams is in a cluster roughly centred between the Towns of Kentville and Wolfville and includes Centreville, New Minas, and Port Williams. Growth Centre boundaries are intended to be placed on the basis of the

amount of available developable land within the cluster, but not necessarily each Growth Centre to ensure there is an adequate supply of land for the next 30 years. Within the cluster there is a minimum of 1,000 acres of developable land available for future development, in excess of a 30-year supply. Boundaries are also intended to minimize the loss of agricultural land, ensure efficient service delivery, should take into account historic development patterns and align with other geographic, or natural boundaries such as rivers. The lands included in the 2010 Port Williams Growth Centre boundary are in active cultivation at this time. The proposed boundary does not align with other geographic or natural boundaries; the boundary does not follow lot lines.

The MPS also outlines Future Expansion Areas, where expansions were to occur once there was a need for additional lands for development. These areas are located in North Alton and North Cambridge. Council has the ability to periodically consider other boundary expansions. In this case, it is intended that the policies outlined above be considered, in addition to the Future Expansion areas. In addition, the policy requires the preparation of an Agricultural Impact Assessment where lands within the Agricultural (A1) Zone are proposed to be included. Such a report is intended to measure the impact of the loss of agricultural lands on the farming industry and overall economy in the Municipality, the quality of the soils lost, the impacts on neighbouring farming operations and other consequences that may be identified by Council.

The Growth Centre Boundaries and Growth Centre Expansion Areas policies will be reviewed in detail as part of the planning project and may be adjusted through the process. However, with regard to the Agricultural Impact Assessment, staff are recommending that, should Council accept staff's recommendation, this report not be required since the lands under consideration fall between lands within the Growth Centre and Village-owned lands where the Village has indicated that further development of park amenities is proposed. These lands, consisting of roughly 11 acres, are unlikely to be farmed in the future in any intensive way that significantly contributes to the agricultural economy. The SAG Lands, which straddle the current Growth Centre boundary and lands owned by the Village, is split-zoned Comprehensive Neighbourhood Development (R5) and Agricultural (A1). This boundary was established by Provincial order as part of the approval of the Port Williams Secondary Plan and did not consider lot ownership at the time. An approved development agreement is in place on portion of the property in the Comprehensive Neighbourhood Development (R5) Zone. On this basis, staff are of the opinion that an Agricultural Impact Assessment is not necessary since the lands are unlikely to be farmed in the long term and are not of a size to add additional negative impacts on the agricultural industry as a whole since they have not been farmed in several years.

Staff would suggest, should Council opt to include all the lands previously proposed to be included as part of the 2010 Secondary Plan process, that an Agricultural Impact Assessment be conducted since this would be a considerable land area, in excess of 90 acres, of which approximately 30 acres appear to be in active cultivation through the growing of crops.

With regard to the request from the Village of Port Williams, the Village Commission has cited that additional lands should be brought into the Growth Centre to protect drinking water quality. Staff have requested supporting information as part of this request such as well log testing data, or a report from a certified hydrogeologist; however, no such information has since been provided to Municipal staff. The minutes of the Port Williams Source Water Protection Committee from March 4, 2025 indicate that water testing shows all Nova Scotia Environment parameters are being met. Finally, based on conversations with Village representatives, staff have concerns that there may be difficulty in providing

# Request for Decision

water and sewer services for any additional land over and above the SAG Lands due to limitations on water withdrawal, treatment, and in line capacity in the Village water and sanitary sewer systems.

A map showing the boundary recommended by staff is included in Appendix E of this report. It is staff’s opinion that the request by the Village be refused until such time as additional information can be provided to justify the inclusion of additional lands and assurances that water and sewer services will be available to any such lands included in a Village request. It is staff’s opinion that maximum protection of the Village water supply is already assured through a combination of ownership and protection overlays.

## FINANCIAL IMPLICATIONS

- Financial implications would comprise expenses associated with community engagement including staff time and studies that may be necessary.
- The amendments would enable additional development, generating additional residential tax assessment.

## STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Response to requests

## ALTERNATIVES

- Council could suggest an alternative boundary.
- Council could refuse the requests.

## IMPLEMENTATION

- The project would be processed following the procedures outlined in Policy PLAN-09-004: Administration of Planning Matters.

## ENGAGEMENT

- Engagement would follow the procedures outlined in Policy PLAN-09-005: Public Participation Program.

## APPENDICES

- Appendix A: Email of request from Dr. Bruce McLeod
- Appendix B: Letter of Request from the Village of Port Williams
- Appendix C: Municipal Planning Strategy Section 2.1 – Growth Centres
- Appendix D: Growth Centre Boundary Options
- Appendix E: Recommended Boundary

## APPROVALS

Patricia Javorek, Director, Planning and Inspections  
Scott Conrod, Chief Administrative Officer

April 1, 2026  
April 3, 2026

**Laura Mosher**

---

**From:** Bruce McLeod  
**Sent:** February 13, 2025 2:32 PM  
**To:** Laura Mosher  
**Subject:** Land off of Collins Road

Laura:

I have been emailing with Brock the CAO with the Village and as expected they are going to ask for a boundary change to the growth centre for the land off of Collins. So I would like to request a re-zoning for the roughly 10 acres I have of A1 land across the top of our property as I assume it would be easier for you to consider the two requests at the same time.

Not sure if there is a specific form you need filled out or if this email will suffice. Could you let me know how to proceed? If this email is enough I have included some of the reasons for our request below.

- The current strip of A1 land is not commercially viable to farm in part due to the fact that it has numerous restrictions on use due to its proximity to the PW water supply as well as its small size. PW opposes agriculture on this land for that reason.
- Previously this land was designated for residential use and other land that had been residential, off of Sutton Road, was zoned as A1 land so this is not a loss of total A1 land. At least this is my understanding.
- There is a dire need for more affordable housing and the A1 land of our holdings would provide this. Currently the just passed DA would allow only building of homes on one side of a new road in phase 2.
- By limiting houses to only one side, as above, makes it less economically feasible to build the new road, of phase 2, and so development would be delayed and make any building lots that much more expensive. Re-zoning to allow new homes would allow this to proceed almost immediately. This would also satisfy the residents of Steepleview who appealed our development in part due to traffic concerns. Starting phase 2 much earlier would allay some of their concerns.

Thanks

Bruce McLeod

# VILLAGE OF PORT WILLIAMS

1045 Hwy. #358  
 Box 153  
 Port Williams  
 Nova Scotia  
 B0P 1T0



February 14, 2025

Laura Mosher  
 Manager Planning Services  
 Municipality of Kings  
 181 Coldbrook Village Park Dr.  
 Coldbrook, NS B4R 1B9

Dear Ms. Mosher,

**Re: Port Williams Growth Centre**

The Port Williams Village Commission would like to formally request an amendment to the Municipal Planning Strategy to revise the boundary of the Port Williams Growth Centre.

The Commission is requesting that the northern boundary of the growth centre be extended north to the point agreed upon by the Village Commission and Municipal council circa 2010. It was through intervention by the Minister of Municipal Affairs that the boundary was set at its current location, the Village Commission remains opposed to that change.

The subject of revising the boundary has been raised several times since 2011, but the primary motivation remains the same; to limit the use of lands surrounding the Village's potable water supply. Agricultural activities have been shown to increase nitrate levels in the water supply, so it is logical to limit those uses on lands surrounding wells.

As you know, Council also approved a development agreement on lands currently bisected by the growth centre boundary. The Commission understands that the intent of the development agreement is limited by agricultural zoning on a tract of the developer's land. While the Village is a third-party to that agreement, the Commission recognizes the restriction the zoning places on implementing the extent of the proposed development.

Sincerely,

Lewis Benedict  
 Chairperson  
 Port Williams Village Commission

## 2.1 Growth Centres





### Context





The majority of Municipality residents live in Growth Centres – serviced areas in large part, with urban amenities such as central water, sidewalks, and recreation facilities. Growth Centres comprise vibrant neighbourhoods and are local and regional employment and commercial destinations. The continued development of Growth Centres maximizes existing infrastructure investment without imposing on rural areas.

### Goal

*To provide vibrant, complete communities in Growth Centres with municipal servicing, economic development, a high quality of life and distinct character.*

### Objectives

THEME	OBJECTIVE
 	<p>To provide a wide range of urban development and business opportunities supported by cost-effective municipal services.</p>
 	<p>To protect agricultural land and rural character by directing development to clearly defined Growth Centres.</p>

	<p>To promote the development of compact, complete communities with accessible and active transportation options.</p>
	<p>To promote energy efficiency in design and infrastructure.</p>
	<p>To support and facilitate active lifestyles and community engagement.</p>
	<p>To preserve historic centres and the traditional urban-rural blend of the region.</p>

### General Growth Centre Policies

The Municipality contains twelve Growth Centres, each with its own distinct history, development pattern, and opportunities. Each Growth Centre is described below, grouped in regional clusters. This organization is intended to assist Council in evaluating land availability for development from a regional perspective rather than on a community scale. This represents Council’s intention to conduct growth management on a regional rather than community scale. While the towns of Berwick, Kentville and Wolfville, and the communities of Annapolis Valley First Nation and Glooscap First Nation are not within municipal jurisdiction as their authority is derived from the Provincial and the Federal Governments, respectively. These communities are noted for completeness in assessing the geographic region’s settlement pattern and growth potential. Available Residential Land Schedules of this Strategy (Schedules D1-D5) illustrate the regional clusters, including the Towns of Berwick, Kentville and Wolfville and provide information on land available for housing within the Growth Centres of each cluster.

Some Growth Centres are located within a village. A village is an incorporated area governed by a village commission. Pursuant to the *Municipal Government Act*, villages may provide various services including central water and sewer, snow and ice removal, libraries, and fire and emergency services. Villages do not have legislative capacity to make land use planning decisions; accordingly villages are subject to the MPS. There are seven (7) villages located within the Municipality: Kingston, Greenwood, Aylesford, Cornwallis Square, New Minas, Port Williams and Canning.

### Kingston/Greenwood/Aylesford

This cluster contains the Growth Centres of Kingston, Greenwood and Aylesford; each is located within a village. They anchor the west end of the Municipality and provide services to residents of its western area and neighbouring Annapolis County. The main employer and one of the defining cluster developments is 14 Wing Greenwood, the largest air force base in eastern Canada. This cluster features an array of housing types and businesses uncommon outside major cities because of the base and its diverse personnel.

Kingston is the largest Growth Centre in the cluster in both area and population. It has a small commercial core and is the major residential community in the western area of the Municipality. Kingston features extensive natural open space areas, recreation facilities, a golf course, and two schools, among other institutional uses.



Greenwood is located between the banks of the Annapolis and Fales rivers. With the arrival of the Royal Air Force training base in 1940, now 14 Wing Greenwood, the community grew exponentially and has become one of the most prosperous in the region. With the largest shopping mall in the western Annapolis Valley, it is the commercial centre for the broader area.

Though Aylesford is physically removed from Kingston and Greenwood, it is very much a part of the western area of the Municipality. In the years since the decommissioning of the railroad, Aylesford's character has been as a residential community serving the local area. An elementary school, fire department, and several churches are community focal points.

The rate of residential development in this cluster has been variable with no trends either upward or downward. The transitory nature of the population associated with CFB Greenwood and its operations influences housing demand in this cluster.

### Berwick to Coldbrook

Berwick is one of only three towns in Kings County. It is unique in that it does not have a central water system (meaning properties source their own water individually through private wells) and it is one of only five municipal units in Nova Scotia to own an electric production and distribution

system. Berwick is known as the “Apple Capital of Nova Scotia” paying homage to the importance of the industry to its development.

While Waterville and Cambridge, are two distinct Growth Centres within the Village of Cornwallis Square (see sidebar), together they compose a significant portion of the Berwick to Coldbrook cluster. Major employers located in this area include Michelin Tire, Kings Regional Rehabilitation Centre, the Nova Scotia Youth Centre and three schools. Combined, they have more employees than there are residents in both Waterville and Cambridge. The new business park and a number of commercial businesses are also located along or near Highway 1. The traditional ‘downtown’ area of Waterville, on Maple Street, has seen many of its commercial buildings converted to other uses as business has migrated towards Highway 1.

**Village of Cornwallis Square**  
 The Village of Cornwallis Square originated as four separate rural communities which, through a common need for fire protection, cooperated to incorporate a formal service district. The result is, geographically, the largest of the seven incorporated villages in Kings County. It consists of the urban communities of Waterville and Cambridge, the rural hamlets of Woodville and Grafton, as well as large tracts of mostly agricultural land. The Village was originally incorporated in 1947 and was expanded in the 1960s to include Woodville and area.

The Growth Centre of Coldbrook has grown substantially, both residentially and commercially, since sewer servicing was provided in the community in 1978. Factors such as proximity to major employers in Waterville, Cambridge and Kentville, easy access to Highway 101, a burgeoning commercial sector, and an elementary school in the community combined to make Coldbrook one of the fastest growing communities in Nova Scotia in the 1980s and 1990s.



Population and residential development have slowed somewhat in recent years but Coldbrook continues to be a leader in regional growth.

Located across the Cornwallis River from Cambridge, the Annapolis Valley

First Nation is a part of the Berwick to Coldbrook region. Established in 1880 and with a growing population, this vibrant community boasts a daycare centre, community hall and a medical centre.

## Kentville to Wolfville

The largest and most populated area in Kings County encompasses the towns of Kentville and Wolfville as well as the Growth Centres of North Kentville, Centreville, New Minas, and Port Williams. The Growth Centres of New Minas and Port Williams lie within villages, while the Growth Centres of North Kentville, and Centreville are unincorporated communities.

This cluster accounts for approximately one third of the population in the Municipality and is the key business, industrial and residential area. There are several distinct business districts, most notably in Kentville, New Minas and Wolfville, but most of the other communities also have a significant business sector. Industrial uses are centred in the Annapolis Valley Industrial Park in Kentville, but other industrial uses are spread throughout the cluster, along with retail, institutional and residential uses that together form a semi-contiguous urban landscape. Highway 101 is conveniently located in proximity to most of the cluster. The Cornwallis River and the surrounding dykelands are the dominant natural features.



Kentville, the Shire Town of the Municipality, is the administration and business centre of Kings County. Along with a vibrant downtown and residential market, financial institutions, insurance companies, law offices and related business uses are located in Kentville. Government offices and services and the Federal Agricultural Research Station are major employers, as are the many businesses located in the industrial park at the west end of town.

North Kentville is the area located north of the Cornwallis River, abutting Kentville. The Aldershot military base remains a significant feature of the community, though its military role today is reduced. Valley Regional Hospital, the Kingstec campus of the Nova Scotia Community College and an elementary school, as well as several churches and a small commercial sector, are the notable non-residential entities in the community. The closure of the municipal landfill site and the construction of the New Minas Connector Road in the 1980s contributed to North Kentville's appeal, and residential growth has been substantial in the years since.

Centreville, located five kilometres north of Kentville, is primarily a residential community. A number of subdivisions have been developed there since the 1970s, as have several apartment buildings that are popular with seniors. Commercial services are local in nature and most

residents travel to other nearby communities for work. Surrounded by active agricultural land, Centreville offers a community park and a golf course that abuts the southern limit of the community. The population grew substantially in the 1980s and 1990s when new residential activity peaked. Since 2001, the population has varied very little.

The Growth Centre of New Minas is the largest retail centre in the Municipality. Commercial Street (Highway 1) bisects the community and is lined with retail shops, big box stores and shopping centres. With substantial residential development, New Minas is the most populous Growth Centre in the Municipality, also offering top-tier recreation facilities, a golf course, two schools, and a number of institutional and industrial uses.



The Growth Centre of Port Williams is located within a predominantly agricultural area on the shores of the Cornwallis River within a short drive of Kentville, Wolfville and New Minas. This convenient location has contributed to its development as an attractive residential community. Commercial development is limited to small-scale rural retail and business services, but the potential of a reinvigorated waterfront holds some promise for the community to grow as a business and residential

centre. Residential growth has been very consistent in Port Williams over the years, with young families choosing to live in Port Williams due to its proximity to larger urban services and to the elementary school located in the community.

Located adjacent to the Minas Basin, Wolfville boasts a beautiful harbour that has evolved from mercantile activity to a place of tourist and recreational interest. The Town is home to Acadia University which is an important economic and social engine for the region. The Town population doubles each fall with the return of approximately 4,200 full and part-time students to Acadia University. Wolfville acts as a service centre for the surrounding rural and agricultural area and has recently become the hub for an evolving food and beverage industry.

### **Canning**

The Growth Centre of Canning is located within the Village of Canning on the shores of the Habitant River. It is the market and service centre for the northeast part of the Municipality and is one of the most productive agricultural areas in Nova Scotia. Canning contains a traditional commercial district characterized by walkable streets and historic buildings. Two schools, a hockey arena, a park, and a trail system comprise a combined institutional and recreation area at its western edge. The population is likely to remain stable over the coming years, given the community's role as a commercial service centre, and as the site of one of four regional high schools in the Municipality.



### **Hants Border**

The Growth Centre Hants Border is the most easterly community with sewer service in the Municipality. Hants Border lies along the Kings County side of the Kings-Hants county line and is largely residential in nature. Residential housing is an extension of development from Hantsport. Several small farms operate in the area, and with its proximity to Highway 101 as well as several commercial business situate there, residents of Hants Border have access to services outside their own community.

### **Policy**

Council shall:

- 2.1.1 identify the following Growth Centres on Schedule A –Municipal Structure:
- (a) Kingston;
  - (b) Greenwood;
  - (c) Aylesford;
  - (d) Waterville;
  - (e) Cambridge;
  - (f) Coldbrook;

- (g) North Kentville;
- (h) Centreville;
- (i) New Minas;
- (j) Port Williams;
- (l) Canning; and
- (m) Hants Border;

2.1.2 identify Growth Centres as the primary growth areas within the Municipality;

2.1.3 recognize that Growth Centres have characteristics that differentiate them from the surrounding rural areas of the Municipality. These characteristics may include

- (a) central sewer services;
- (b) central water services;
- (c) active transportation corridors;
- (d) community facilities;
- (e) recreation facilities;
- (f) educational facilities;
- (g) diverse housing options; or
- (h) a concentration of commercial and/or industrial opportunities;

2.1.4 establish detailed and individualized policy direction within the Secondary Plan for each of the Growth Centres of Kingston, Greenwood, Centreville, Coldbrook, New Minas and Port Williams; *(Amended May 2, 2023, New Minas Secondary Plan)*

2.1.5 govern the development of the Growth Centres of Aylesford, Cambridge, Waterville, North Kentville, Canning, and Hants Border through the policies of this Strategy; *(Amended April 19, 2023, New Minas Secondary Plan)*

2.1.6 review existing Secondary Plans and adopt detailed Secondary Plans for Growth Centres giving priority to those Growth Centres that:

- (a) exhibit significant rates of urban growth and development;
- (b) would benefit from community development planning, including areas that would benefit from more specific plans such as healthy community plans, cultural landscape plans and open space plans;
- (c) would benefit from enhanced community involvement in planning; or
- (d) have had significant alterations to the boundaries of the Growth Centre; and

2.1.7 permit in each Growth Centre a range of land uses that may include existing agricultural, residential, commercial, and industrial uses.

### Growth Centre Boundaries

Definitive boundaries for Growth Centres are required to discourage inefficient development patterns, to provide efficient central water and sewer services, to encourage development of vacant or underused lands, and to protect agricultural lands in rural areas. However, Growth Centres must also offer an adequate supply of land for development to accommodate varied housing types, business enterprise and employment.

### Policy

Council shall:

- 2.1.8 place Growth Centre boundaries according to the following criteria:
- (a) ensuring the cluster, including lands within the Towns of Kentville, Wolfville and Berwick, but not necessarily the particular Growth Centre, has an adequate supply of vacant or underused land to provide a variety of residential development opportunities for the next 30 years;
  - (b) minimizing the spread of urban development into agricultural areas;
  - (c) encouraging cost-effective water, sewer, and transportation networks;
  - (d) historic development patterns;
  - (e) aligning, where possible, Growth Centre boundaries with distinct geographic features and natural breaks, such as rivers, floodplains, ravines, natural or agricultural corridors, rights-of-way, and roads to reinforce boundaries between urban and rural landscapes;

- (f) discouraging strip development along major roads that stretch between Growth Centres, in particular Highway 1; and
- (g) aligning, where appropriate, Growth Centre boundaries with political and service boundaries, such as village, municipal and/or General Service Area (GSA) boundaries;

*(Amended to remove 2.1.9 May 2, 2023, New Minas Secondary Plan)*

## Future Growth Centre Expansion Areas

The location and size of each Growth Centre is intended to provide ample development opportunities for the next 30 years. Council recognizes that there may be a need for future expansion if population and economic growth meet or exceed the highest growth projections. Areas identified as appropriate if future urban development is required are described below.

### North Alton

South of Kentville, and north of Highway 101, is an area of minimal development in recent years, and forms part of the community of North Alton. There are several small subdivisions and fairly mature strip development along existing roads, with some small business. The area's location near Highway 101 and Kentville makes it a convenient residential locale. In 2008, the Municipality extended central water services to some of the existing subdivisions. The area is not particularly well-suited to high-value forestry or to agricultural activities, so is a sensible location for future urban use should the need arise.

### North Cambridge

Both Cambridge and Coldbrook have benefitted greatly from their proximity to the Michelin Tire plant, Kings Regional Rehabilitation Centre, Nova Scotia Youth Facility and Annapolis Valley Regional Industrial Park. Residential and commercial activity increased significantly with this enterprise and, the existing ample and vacant land could accommodate new development in the event of an employment base increase. The area north of the Growth Centre of Cambridge, south of Highway 101 is well-suited as a future expansion area since this area does not consist of high quality agricultural land, and proximity to a municipal sewer treatment plant facilitates sewer service provision.

### Policy

Council shall:

- 2.1.10 identify Future Growth Centre Expansion Areas, as identified on Schedule A - Municipal Structure, in order to plan for transportation networks and central service connections ; and

- 2.1.11 collaborate with the appropriate towns, villages, First Nations communities and other regional stakeholders to develop and implement a comprehensive land use plan for any area within a Future Growth Centre Expansion Area being considered for Growth Centre classification;

### *Development Agreements*

- 2.1.12 consider proposals for commercial or industrial development within a Future Growth Centre Expansion Area only by development agreement and with criteria as follows:
- (a) offers significant economic opportunity for long-term employment in the Municipality that associated with the proposal;
  - (b) cannot reasonably be accommodated within an existing Growth Centre; and
  - (c) meets the general development agreement criteria set out in section 5.3 Development Agreements & Amending the Land Use By-law.

## **Amendments: Future Consideration of Growth Centre Boundary Expansions**

The Municipality has conducted extensive study and consultation in establishing the Growth Centre Boundaries indicated on Schedule A – Municipal Structure of this Strategy. The following policy is intended to guide any future consideration of Growth Centre boundary amendments.

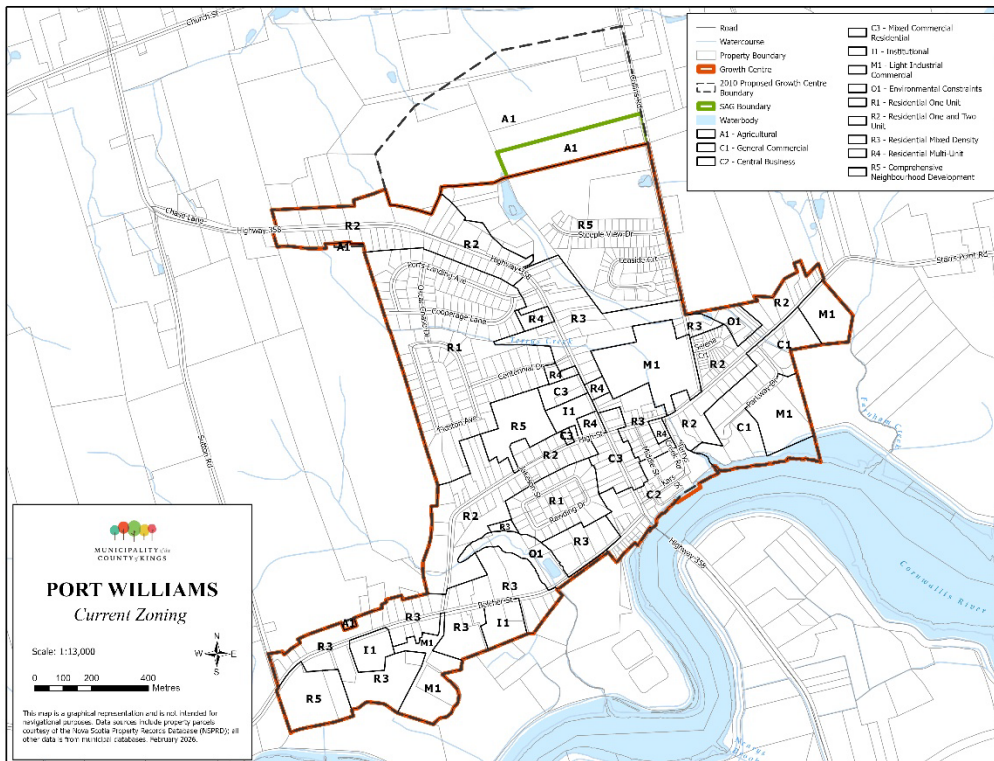
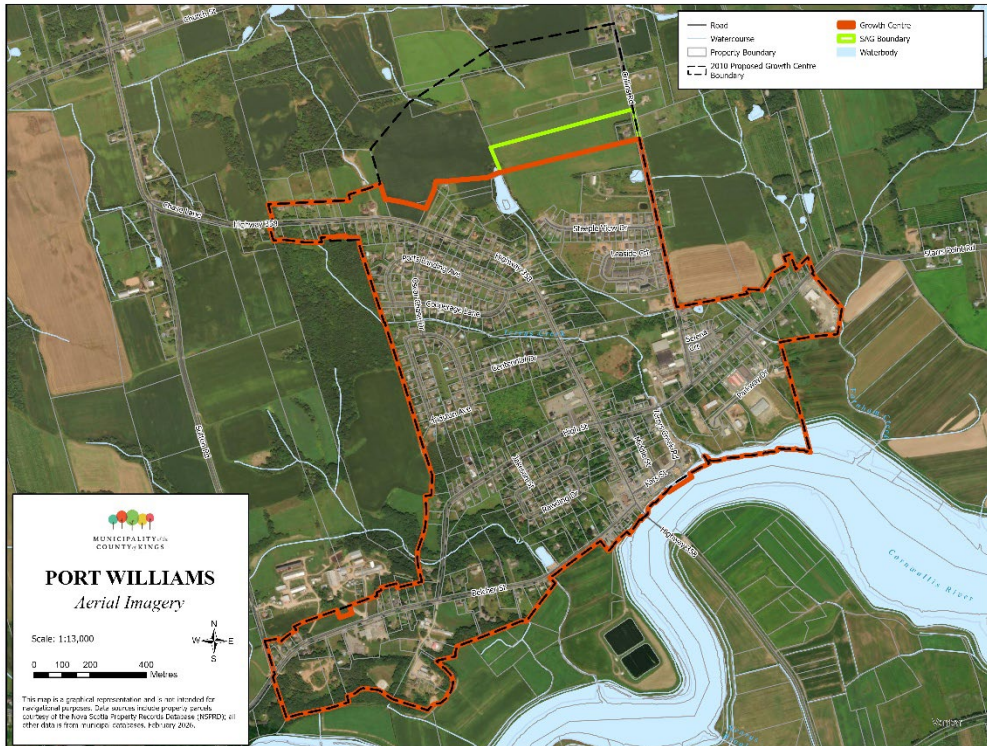
### **Policy**

Council shall:

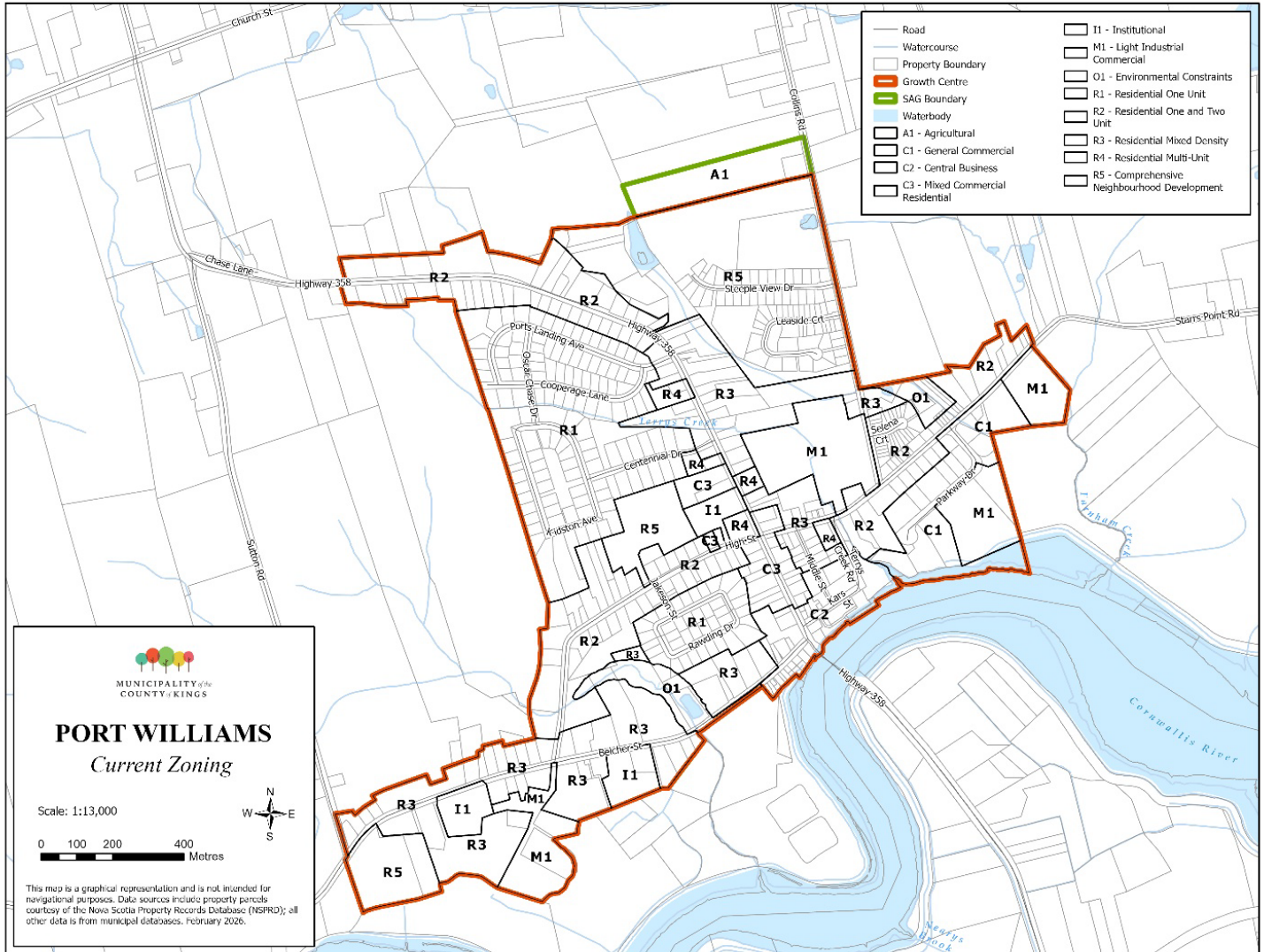
- 2.1.13 periodically review the boundaries of Growth Centres, with any amendments to be in accordance with:
- (a) the Growth Centre Boundaries policies contained in this section;
  - (b) the future Growth Centre Expansion Areas policies contained in this section; and
  - (c) the results of an Agricultural Impact Assessment where a Growth Centre Boundary is proposed to expand to include lands within the Agricultural (A1) Zone. The Agricultural Impact Assessment shall address the following:
    - (i) the impact of the loss of the agricultural lands on the farming industry in the Municipality;

- (ii) the economic impact of the loss of agricultural land to the economy of the Municipality;
- (iii) the quality of the soils lost from active and potential agricultural production;
- (iv) the impacts on adjacent farms; and,
- (v) any other consequences identified by Council.

# Appendix D – Growth Centre Boundary Options



## Appendix E – Recommended Growth Centre Boundary



# Committee of the Whole Agenda Item Request

---

**TO** Committee of the Whole  
**FROM** Councillor Best  
**PREFERRED MEETING DATE** April 21, 2026  
**DATE REQUEST SUBMITTED** April 8, 2026  
**TOPIC** Exploration: Kings County Exhibition

---

**PREFERRED OUTCOME**

<input checked="" type="checkbox"/>	Recommend a motion to Council	Closed Session discussion
<input type="checkbox"/>	Item received as information	Promote clarity of a program or Policy

**BACKGROUND INFORMATION & DISCUSSION**

Kings County is a premier destination for agriculture, and hosts the province’s highest numbers of agricultural businesses and communities. There is currently no exhibition-style event in this area, and it would be a valuable economic driver that would showcase the skills, innovation, and products of local producers while strengthening community connections and celebrating the region’s agricultural identity.

**SUGGESTED RECOMMENDATION**

That Committee of the Whole recommend Municipal Council support the development of an agricultural exhibition-style event in Kings County and endorse a fundraising and partnership approach, similar to the model being advanced for the Regional Recreation Facility, to advance this initiative.

---

<b>TO</b>	Committee of the Whole
<b>FROM</b>	Councillor Sappington
<b>COMMITTEE</b>	Diversity Kings County Committee
<b>COMMITTEE MEETING DATE</b>	April 8, 2026
<b>COTW MEETING DATE</b>	April 21, 2026

---

Graysen Parker, Diversity Specialist, provided a presentation on Labour Trafficking.

Leta Lowthers and Jessica Ward from the Housing Construction Council Nova Scotia provided a presentation on Housing Construction Training Programs. I personally had never heard of this organization. What amazing work they do! It is an inclusive training program for ages 16 and up. They provide students with the tools needed and is a hand on program that provides licensing and skills for building tiny houses. Graduates leave the program with everything they need to go right into the workforce.

Diversity Kings members have been given homework for our next meeting. We have been asked to watch the Netflix film *Louis Theroux: Inside the Manosphere*. A time for a screening is being arranged for those who do not have Netflix.

Our next meeting will involve a Screening of Jaffe Lecture by Cynthia Miller-Idriss from her new book, *MAN UP: The New Misogyny and the Rise of Violent Extremism* and a Gender Based Violence Discussion led by Caroline Adams and Sue Bookchin from Be the Peace Institute.

Diversity Kings will meet again on Monday, May 4, 2026.

Respectfully Submitted,  
Councillor Christina Sappington

---

<b>TO</b>	Committee of the Whole
<b>FROM</b>	Councillor Gates
<b>COMMITTEE</b>	Port Williams Source Water Protection Committee
<b>COMMITTEE MEETING DATE</b>	March 18, 2026
<b>COTW MEETING DATE</b>	April 21, 2026

---

I attended a Port Williams Source Water Protection Committee meeting March 18<sup>th</sup> 2026.

The Village has adequate water available for all requested planned projects.

The Village is trying to purchase properties surrounding wells.

Withdrawal rates are within guidelines.

Nitrate levels are normal.

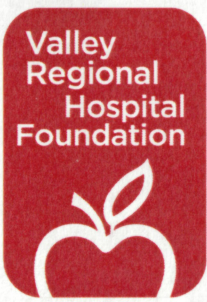
Next meeting scheduled for March 18<sup>th</sup> 2027.

**Committee of Council Reports - April 21, 2026**

<b>Board/Committee</b>	<b>Chair/Reporting Councillor/ Members</b>	<b>Last/Next Meeting</b>	<b>Report</b>
Asset Management Committee	Peter Allen, Doug Gates, Tim Harding	October 7, 2025 Next: April 9, 2026	
Audit & Finance Committee	Dave Corkum, Everett MacPherson (Chair), Doug Gates, Emily Lutz	February 26, 2026 Next: TBD	Written report provided March 3, 2026
Diversity Kings County	Everett MacPherson, Christina Sappington	April 8, 2026 Next: May 4, 2026	Written report provided April 21, 2026
Fences Arbitration Committee	Bob Best Alternate: Tim Harding	No meetings	
Fire Services Advisory Committee	Peter Allen, Robbie Hiltz, Riley Peckford	September 18, 2025 Next: November 24, 2025, February 12, June 18, 2026	Written report provided November 3, 2025
Greenwood Water Utility Source Water Protection Committee	Riley Peckford	September 11, 2025 Next: TBD	Written report provided October 7, 2025
Joint Accessibility Advisory Committee	Bob Best	September 10, 2025 Next: December 10, 2025, March 11, June 10, 2026	Written report provided October 7, 2025
Lake Monitoring Committee	Emily Lutz Alternate: Tim Harding	No recent meetings	
Nominating Committee	Dave Corkum (Chair), Peter Allen, Everett MacPherson, Riley Peckford	November 14, 2025 Next: TBD	Recommendations provided December 2, 2025
Planning Advisory Committee	Emily Lutz, Riley Peckford, Doug Gates, Everett MacPherson	March 10, 2026 Next: April 14, 2026	Recommendations provided April 7, 2026
Police Advisory Board	Bob Best, Robbie Hiltz, Christina Sappington	February 18, 2026 Next: May 20, 2026	Written report provided March 3, 2026
Regional Sewer Committee	Tim Harding Alternate: Everett MacPherson	January 15, 2026 Next: March 12, June 11, 2026	Verbal report provided February 3, 2026
Sandy Court Source Water Protection Committee	Tim Harding	Next: TBD	Written report provided March 18, 2025

### External Board and Committee Reports - April 21, 2026

<b>Board/Committee</b>	<b>Reporting Councillor</b>	<b>Last / Next Meeting</b>	<b>Report</b>
Annapolis Valley Regional Library Board	Emily Lutz Alternate: Christina Sappington	January 21, 2026 Next: TBD	Verbal report provided February 3, 2026
Annapolis Valley Trails Coalition Board	Robbie Hiltz Alternate: Tim Harding	February 26, 2026	Written report provided February 3, 2026
Canning Source Water Protection Committee	Everett MacPherson		
Kentville Joint Fire Services Committee	Bob Best, Tim Harding, Christina Sappington	March 20, 2025 Next: October 23, 2025	Written report provided April 1, 2025
Kentville Source Water Protection Advisory Group	Doug Gates	March 26, 2025	
Kentville Water Commission	Doug Gates	March 26, 2025	
<a href="#">Kings Regional Emergency Management Advisory Committee</a>	Dave Corkum, Riley Peckford	October 20, 2025 Next: January 19, 2026	Written report provided November 3, 2025
Landscape of Grand Pré Inc. Member	Peter Allen Alternate: Christina Sappington	September 23, 2025	Written report provided December 2, 2025
Landscape of Grand Pré Inc. Board	Doug Gates	September 2024	Verbal report provided September 3, 2024
New Minas Source Water Protection Committee	Christina Sappington		
Nova Scotia Solid Waste-Resource Regional Chairs Committee	Dave Corkum (Vice-Chair)	February 3, 2026	Written report provided March 3, 2026
Port Williams Source Water Protection Committee	Doug Gates	March 18, 2026 Next: March 18, 2027	Verbal report provided April 7, 2026; Written report provided April 21, 2026
Valley Community Fibre Network (Authority) Board	Robbie Hiltz	September 11, 2025 Next: December 4, 2025	Verbal report provided October 7, 2025
Valley Regional Enterprise Network Liaison & Oversight Committee	Dave Corkum Alternate: Christina Sappington	February 9, 2026	Written report provided March 3, 2026
Valley Regional Services Board (Kings Transit & Valley Waste)	Dave Corkum Alternate: Emily Lutz	February 18, 2026 Next: March 18, 2026	Written report provided March 3, 2026
Western Regional Housing Authority Board	Citizen Member only		
Wolfville Source Water Protection Advisory Committee	Peter Allen	March 11, 2026 Next: June 10, 2026	Written report provided April 7, 2026



150 Exhibition St  
Kentville, NS B4N 5E3  
902-678-5414  
info@vrhfoundation.ca

Donate online at [vrhfoundation.ca](http://vrhfoundation.ca)

April 1, 2026

Municipality of the County of Kings  
181 Coldbrook Village Park Dr  
Coldbrook, NS B4R 1B9

Dear Friends:

Your gift helps us help others! The Foundation's primary goal is to provide the best medical tools and services available so that patients receive the care they require. Putting these tools in the hands of our medical teams helps fulfill our mission to enhance and enrich healthcare for Valley residents.

We appreciate your generosity and thoughtfulness in supporting the community's health needs as we fund medical priorities throughout the hospital. Thank you again for giving!

Sincerely,

Karen Theriault  
CEO

*This represents the final installment on your two-year pledge to the Operator Enhancement campaign, which saw 39 new pieces of equipment added to the operating rooms at Valley Regional. Thank you so much!!*



**Valley Regional  
Hospital Foundation**

150 Exhibition St  
Kentville, NS B4N 5E3  
Charity No. 119280808RR0001

**Official Receipt for Income Tax Purposes**

N°:	29869
Date of Donation:	31/03/2026
Date Issued:	01/04/2026
Issued from:	Kentville, NS
Amount of Gift:	\$8,888.00
Eligible Amount for Tax Purposes:	\$8,888.00

Municipality of the County of Kings  
181 Coldbrook Village Park Dr  
Coldbrook, NS B4R 1B9

Karen Theriault, CEO