



MUNICIPALITY *of the*
COUNTY *of* **KINGS**

July 16, 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, July 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 and click the "Watch Live" link.

Accommodations are available for this meeting: please submit your request at www.countyofkings.ca/accommodationsrequest.

Sincerely,

Suzanne Selwood
Administrative Assistant
Municipality of the County of Kings



MUNICIPALITY of the
COUNTY of KINGS

COMMITTEE OF THE WHOLE

Tuesday, July 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 Page 3
 - a. June 16, 2026
5. Business Arising from Minutes Page 3
 - a. June 16, 2026
6. Presentations Page 9
 - a. 9:05am Valley REN: Tourism Infrastructure & Gaps Analysis Findings
 - b. 9:25am Maritime Hockey League: Tourism & Economic Impact Page 10
7. Administration Page 11
 - a. Municipality's Fire Engagement Session What We Heard Report Page 28
 - b. Proclamation Requests for August 2026
8. Engineering & Public Works Page 32
 - a. Policy Update: EPW-04-015 Active Transportation Network Project Prioritization
9. Financial Services Page 40
 - a. Amendments to By-law 74: Treasurer
10. Planning & Inspections Page 45
 - a. Amendments to By-law 90: Vendors
11. Board and Committee Reports Page 55
 - a. Committees of Council Page 56
 - b. External Boards and Committees
12. Other Business
13. Comments from the Public
14. Adjournment

Accommodations are available for this meeting: please submit your request at
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, June 16, 2026
DRAFT MINUTES**

**Meeting Date
and Time**

A meeting of the Committee of the Whole was held on Tuesday, June 16, 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 Hiltz.

Results for Roll Call

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	-
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:

- Andrea Hyslop, Deputy Chief Administrative Officer
- Brad Carrigan, Director, Engineering & Public Works
- Trish Javorek, Director, Planning & Inspections
- Terry Kelly, In-house Solicitor
- Mike Livingstone, Director, Finance & IT
- Scott MacKay, Manager, Revenue
- Alec Corbett, Team Lead, Paddle Program
- Lindsey Halliday, Community Engagement Specialist
- Myla Marcoux, Recreation Intern
- Sruthika Saravanan, Inclusive Communities Intern
- Madeline Umlah, Lead Play Specialist
- Hyland Weber, Program Accessibility & Inclusion Facilitator
- 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 Deputy Mayor MacPherson and Councillor Gates, that Councillor Hiltz's absence from the June 16, 2026 Committee of the Whole meeting be excused.

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	-
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

2. [Approval of Agenda](#)

On motion of Councillor Allen and Councillor Harding, that Committee of the Whole approve the June 16, 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	-
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. [May 19, 2026](#)

On motion of Councillor Gates and Councillor Sappington, that the minutes of the Committee of the Whole meeting held on May 19, 2026 be approved 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	-
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. [May 19, 2026](#)

There was no business arising from the May 19, 2026, minutes.

6. Administration

6a. [Final What We Heard Report on 2025-2026 District Meetings](#)

Lindsey Halliday, Community Engagement Specialist, presented the Briefing as attached to the June 16, 2026, agenda and provided a [presentation](#).

On motion of Councillor Harding and Councillor Lutz, that Committee of the Whole receive for information the 2025-2026 District Meetings final What We Heard Report, as attached to the June 16, 2026, Briefing.

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	-
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. Community Development

7a. [Summer Programming & Events in Community Development](#)

Myla Marcoux, Recreation Intern, Sruthika Saravanan, Inclusive Communities Intern, Hyland Weber, Program Accessibility & Inclusion Facilitator, Madeline Umlah, Lead Play Specialist, and Alec Corbett, Team Lead - Paddle Program presented the Briefing as attached to the June 16, 2026, agenda and provided a [presentation](#).

On motion of Councillor Gates and Councillor Allen, that Committee of the Whole receive the June 16, 2026, Briefing on Summer Programming and Events in Community Development 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	-
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

8. Financial Services

8a. [Approval of 2026/27 Hantsport Volunteer Fire Department Capital Budget](#)

Scott MacKay, Manager of Revenue, presented the Request for Decision as attached to the June 16, 2026 agenda and provided a [presentation](#).

On motion of Councillor Allen and Councillor Lutz, that Committee of the Whole recommend Municipal Council approve the Capital Budget of the Hantsport Volunteer Fire Department for the fiscal year 2026/27, attached as Appendix A to the June 16, 2026, Request for Decision.

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	-
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

8b. [2026/27 Area Rate Levies for Fire and Recreation](#)

Scott MacKay, Manager of Revenue, presented the Request for Decision as attached to the June 16, 2026 agenda and provided a [presentation](#).

On motion of Councillor Allen and Councillor Best, that Committee of the Whole recommend Municipal Council approve the levying, collection and remittance of the Area Rates as shown in Appendix A: Area Rates 2026/27 and approve the 4% administration fee charged against the Area Rates collected in Appendix B: Area Rates for Fire Commissions 2026/27 as attached to the June 16, 2026 Request for Decision.

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	-
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

9. Board and Committee Reports

9a. [Audit & Finance Committee](#)

Deputy Mayor MacPherson presented the report as attached to the June 16, 2026, Committee of the Whole agenda.

- 9b. **Diversity Kings County** Councillor Sappington provided a brief verbal report (written report to be attached to the July 7, 2026 Council agenda).
- 9c. **New Minas Source Water Protection Committee** Councillor Sappington provided a brief verbal report (written report to be attached to the July 7, 2026 Council agenda).
- 9d. **Nova Scotia Association of Police Governance** Councillor Sappington provided a verbal report on the AGM that occurred in Truro May 22, 2026 (written report to be attached to the July 7, 2026 Council agenda).
- 9e. **Annapolis Valley Regional Library Board** Councillor Lutz provided a brief verbal update and noted the AGM would be held Thursday, June 18, 2026 at 5:30 p.m. in Berwick Council Chambers.
- 9f. [Committees of Council](#) For information.
- 9g. [External Boards and Committees](#) For information.

On motion of Councillor Allen and Deputy Mayor MacPherson, that Committee of the Whole receive the Board and Committee Reports as attached to the June 16, 2026, agenda and as provided verbally for 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	-
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. **Other Business** Councillor Sappington shared funeral arrangements for fallen firefighter Joel Neily and a moment of silence was held in his honour.
11. **Comments from the Public** No members of the public were present.
12. **Adjournment** **On motion of Councillor Gates and Councillor Peckford, there being no further business, the meeting adjourned at 10:02 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	-
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

Approved by:

Dave Corkum
Mayor

Haley Hutt
Administrative Assistant/Recording Secretary

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

Presentation to Committee of the Whole

Subject: Tourism Infrastructure & Gaps Analysis Findings

Organization: Valley REN

Name of Presenter(s): Genevieve Allen Hearn

Date: 7/21/26

Organization:

(Who) Summary of the organization you will represent:

We will be presenting the work of the Annapolis Valley Tourism Strategy Implementation, under the auspices of Valley REN. The Tourism Infrastructure & Services Gaps Analysis is funded by ACOA and executed by Valley REN and 21FSP Advisory Inc.

Discussion:

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

We will be presenting the findings from the Tourism Infrastructure & Services Gaps Analysis, as well as providing an update on the Tourism Strategy Implementation.

Request:

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

This presentation is intended primarily as an information and awareness-building opportunity. While there is no formal request being made, we are seeking alignment and collaborative support from Municipal Staff and Council members around the priority investment areas identified in the report. The goal is to begin a regional conversation about how municipalities and industry can work together to address key tourism infrastructure and service gaps.

Presentation to Committee of the Whole

Subject: Maritime Hockey League - Tourism & Economic Impact

Organization: Maritime Hockey League

Name of Presenter(s): Matt Moore - Commissioner

Date: 7/21/26

Organization:

(Who) Summary of the organization you will represent:
The Maritime Hockey League, founded in 1967 will be entering its 60th season this fall. Representing teams and players from across 12 Maritime communities the MHL represents elite hockey opportunities for 16 to 20 year old players, looking to advance opportunities in the QMJHL and University (AUS Hockey).
The Valley Wildcats are an established franchise, with deep roots in the community and strong pathway to opportunity at Acadia University.
Annually, the Maritime Hockey League has led the Canadian Junior Hockey League in attendance, boasting over 300,000+ fans across the region.

Discussion:

(What) Brief summary of the topic you wish to discuss:
Through the MHL's two signature event properties: 1. MHL Allstar Game & Alumni Gala (Dec/Jan), 2. MHL Player Draft & Alumni Gala (June), significant shoulder season opportunity to enhance tourism and economic impact in addition to community sport development and civic pride is available.

Upcoming hosting opportunities will soon be available to formally express interest through a formal bid process.

Request:

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

To bring forward the impact of the MHL, the value of sustaining an MHL franchise, and the opportunities ahead to attract sport tourism opportunities and broaden exposure for the region.

TO	Committee of the Whole
PREPARED BY	Lindsey Halliday, Community Engagement Specialist
MEETING DATE	July 21, 2026
SUBJECT	Municipality's Fire Engagement Session What We Heard Report

ORIGIN

- First introduction to Municipal Council.

RECOMMENDATION

That Committee of the Whole receive for information the Fire Services Engagement What We Heard Report as presented in the July 21, 2026, Briefing.

INTENT

To provide Committee of the Whole with a summary of the findings from the engagement session conducted on April 16, 2026, with the fire services community supporting the Municipality.

DISCUSSION

On April 16, 2026, the Municipality hosted an engagement session with fire service leadership from across Kings County to discuss the Province of Nova Scotia's Fire Service Modernization recommendations. 45 participants, including Chiefs, Deputy Chiefs, and fire department representatives, participated in facilitated discussions exploring both the opportunities and concerns associated with the proposed changes from the Province. The resulting "What We Heard" Report is attached as Appendix A.

Participants were asked to provide their feedback at five facilitated tables. The questions for discussion at each table were:

- What outstanding questions remain from the Province's recommendations?
- Where do you see fire services in the future?
- What should the province consider when implementing these recommendations?
- How can Municipal Council support local fire departments when considering the recommendations?
- What positive opportunities are identified within the recommendations?

Participants identified an important role for the Municipal Council in advocating on behalf of local fire departments with the Provincial Government ensuring rural perspectives are represented in provincial discussions, providing ongoing communication with fire departments, and continuing to support local fire services as the modernization progresses.

Several positive aspects of the Province's recommendations were noted, including standardized training, the creation of the fire commissioner, and professional development training. The discussion at tables emphasized that this fire service modernization must recognize the unique realities of volunteer and rural fire departments.

Feedback that will be shared with the Provincial Government on what to consider when implementing these recommendations include:

- more meaningful consultation throughout the implementation;
- consideration for local and rural volunteer firefighters; and
- consideration for the sustainability of the volunteer model with possible increased expectations.

Municipal Staff will share the findings of the attached report with the Department of Emergency Management, the Fire Services Advisory Committee (FSAC), and those who attended the engagement session. The report will also be published on the Municipality's Community Engagement webpage.

Municipal Staff will continue to evaluate the best methods for engagement with fire leadership as new information about the recommendations becomes available, including leveraging the FSAC to support in on-going communication.

FINANCIAL IMPLICATIONS

- There are no additional financial implications associated with this session.

STRATEGIC PLAN ALIGNMENT

✓	Strong Communities	Advocacy
	Environmental Stewardship	
	Economic Development	
✓	Good Governance	Community Engagement
	Financial Sustainability	
	Other	

APPENDICES

- Appendix A: Fire Services What We Heard Report

APPROVALS

Andrea Hyslop, Deputy Chief Administrative Officer	July 7, 2026
Scott Conrod, Chief Administrative Officer	July 16, 2026

FIRE SERVICES CONSULTATION

WHAT WE HEARD



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INTRODUCTION

Fire services play a critical role in the safety, resilience, and well being of our communities. Across Kings County this work is largely carried out by dedicated volunteers who give their time, energy and expertise to respond when it matters most.

On April 16, 2026, The Municipality of the County of Kings hosted a dedicated engagement session with fire service leadership, with 45 participants, representing the 13 fire departments from across the Municipality.

This session brought together Chiefs, Deputy Chiefs, and fire service representatives to share their perspectives, experiences and insights during a time of expected change within the fire service landscape. The purpose of this session was to seek meaningful input on the Province's Fire Service Modernization recommendations ("recommendations"). This engagement was designed to allow participants to speak candidly about opportunities, challenges and unanswered questions relating to the recommendations. Participants were provided with copies of the recommendations along with a copy of Bill 186 to support informed and meaningful discussion throughout the session.

This report reflects what we heard during this session. It is intended to capture the key themes, concerns and ideas shared by fire service leadership and to help inform ongoing discussions at both the municipal and provincial levels. As these recommendations continue to take shape the Municipality recognizes the importance of creating space for local fire leadership to reflect on what these changes could mean in practice, both in their departments and for the communities they serve.

There were five tables for participants to provide feedback. Each table focused on a key question designed to explore different aspects of the proposed recommendations and to capture both immediate reactions and long-term implications.

The topics discussed were:

1. Outstanding questions for the Province following a review of the recommendations
2. The future of fire services in the Province of Nova Scotia
3. What the Province should consider when advancing the recommendations
4. The role Council can play in supporting fire departments through provincial change
5. Positive elements or opportunities identified within the current recommendations

On the following pages you will find an overview of the common themes emerging throughout the entire conversation and a summary of the considerations heard. At the end of the report, there is an overview of next steps that will be taken to respond to use this feedback from the engagement session to support future conversations.

OVERARCHING THEMES

Our fire departments spoke, and here is what we heard most clearly. The following priorities reflect the shared aspirations, concerns, and ideas expressed by the fire service:

1. The need for local voices and meaningful engagement

Fire leadership wants the opportunity to be actively and meaningfully involved in shaping the future of fire services. Participants expressed concern that engagement from the province to date was limited and emphasized the importance on on-going, two-way dialogue.

There is a strong desire for:

- Continuous consultation
- Consultation specific to rural departments
- A collaborative approach to decision making
- Recognition of front-line experience and expertise

2. Sustainability of the volunteer model with proposed changes

Across all tables there was the growing concern that the current volunteer-based model is under strain and additional workload may lead to an unsustainable future for the volunteer fire services.

Participants highlighted:

- Concerns about increasing call volumes, call complexity, and service expectations
- Time demands placed on volunteers
- Challenges balancing volunteer fire service work and family and full-time employment requirements

3. Recruitment and retention challenges

Closely tied to sustainability, recruitment and retention emerged as a critical issue throughout all discussions

Key concerns included:

- Difficulty attracting new members
- Retaining experienced firefighters
- Barriers related to training, time commitment and expectations

4. Financial clarity

Members expressed concern around the uncertainty of financial responsibility. The lack of clear funding frameworks could place additional strain on already stretched departments.

Participants were looking for:

- Clear understanding of who will bear the cost of changes
- Assurances that municipalities and departments will be supported
- Long-term financial sustainability, not short-term fixes

5. Volunteer capacity and administrative burdens

Many participants expressed concern about the increased administrative and reporting requirements that may result from modernization

This included:

- Additional responsibilities for fire chiefs and leadership
- Time required for compliance, reporting and training
- Risk of burnout with already stretched volunteers.

6. Support for chiefs and leadership

Fire chiefs were identified as carrying a growing burden both operationally and administratively.

Participants highlighted:

- The need for additional supports and resources
- Recognition of the complexity of the role
- Concern about long-term sustainability of leadership positions

7. Realistic implementation and timelines

Many felt that the proposed timelines may not reflect the realities of a volunteer-based system, and that getting it right is more important than getting it done quickly.

Feedback included:

- The need for a phased and realistic approach
- Time to adapt, train, and build capacity
- Avoiding rushed or top-down changes

8. Flexible rural approach

There was concern about the potential for a “one-size-fits-all” model that may have been heavily influenced by urban departments.

Participants emphasized:

- The unique situations of rural and volunteer departments
- Variability in capacity, geography, and call volume
- The need for flexibility in how standards are involved
- A fear of losing community connection that is a centerpiece of rural departments.

9. **An openness to some change, with the right supports**

Many discussions highlighted a willingness to evolve and improve systems, seeing the benefits of future planning and strengthening the fire service, but with the caveat that these changes:

- Include meaningful engagement with rural communities
- Are given adequate funding and support plans to ensure longevity and success
- The setting of realistic expectations for volunteers.

TABLE 1 – WHAT OUTSTANDING QUESTIONS DO YOU HAVE

When asked what outstanding questions remain after reviewing the Provincial recommendations participants raised several important considerations, primarily focused on financial impacts and financial decision making. The below summarizes themes and the considerations that emerged from this table.

Considerations:

- Want clarity on who makes decisions, if the Municipality will oversee the decisions, will decisions be made at the municipal level, or by fire departments.
- Greater clarity on Bill 186 and the requirements for municipal fire inspectors.
- How will the proposed recommendations change the financial situation for fire departments. The Municipality currently funds cost through the general rates for operational costs and area rates for capital costs, the budgets are fair and departments are well funded.
- Recommendations come at a cost; Province will need to show fire departments they have money to support the implementation so people will get on board.
- Provincial recommendations seem to be focused on urban models rather than considering rural needs. Consultation with rural communities should be considered.
- Has the Province considered the work-life balance of volunteer departments in creating the recommendations? Volunteers are already struggling to meet requirements.
- Retention benefits from a rural lens, e.g., free gym memberships may work in urban areas but are harder to implement and less beneficial in rural areas.
- Province should consider improved access for decontamination; it would make a lot of requirements more attainable for departments.
- How will training be tracked, and will consideration be given to experienced members.

TABLE 2 – THE FUTURE OF FIRE SERVICES

At this table, participants were asked where they see fire services in the future. They communicated a strong commitment to maintaining high-quality, community-based fire services. Discussions also centred on the growing pressures of the current model and highlighted the need for improvements – relating to volunteer incentives and training.

Considerations:

- With population growth and increased workload on volunteers our departments need paid on call.
- Current model is unsustainable, paid on call should be considered.
- Everyone is crying for standards, and they are needed but how can they be achievable?
- Level 1 training should be standardized everywhere.
- Consider incentives that are non-taxable, or tax breaks for volunteers.
- Incentives that work in rural areas as well as urban.
- The higher the expectations the harder it is to recruit and retain volunteers.
- Jr. Firefighters program should be considered for all departments, find a way to help get fire fighters into schools e.g. job shadow programs, etc. to help with recruitment.
- Concerned these changes will disconnect departments from their communities.
- We need to make sure we keep the sense of community.

TABLE 3 – PROVINCIAL CONSIDERATIONS

When participants were asked what the Province should consider in moving these recommendations forward the feedback was clear and consistent; there is an openness to modernization, participants wanted to ensure that decisions were thoughtful, realistic and completed in a collaborative manner. The below highlights the common themes identified at this table and where participants feel the province should focus their attention.

Considerations:

- There was not enough feedback from the initial survey to make decisions. The Province should consider more feedback opportunities before implementing change.
- Broader consultation needs to be undertaken by the Province.
- More emphasis should be placed on volunteer fire departments.
- Recommendations could be financially out of reach.
- Average taxpayer should not be paying for fire services for another region.
- Important to keep a sense of community, going about this work carefully or risk driving people away from the volunteer service when retention and recruitment is already a challenge.
- Development of a recruitment aid for fire departments.
- The history of the volunteer service and what has been accomplished needs to be appreciated. Fire departments are bound by traditions, and takes time to change.
- Timelines to complete the recommendations are ambitious.
- Invest into and update training, everyone should be trained the same, this could improve people's ability to move between departments with relocation.

TABLE 4 – COUNCIL’S ROLE IN SUPPORTING FIRE SERVICES

When asked what Municipal Council can do to support fire departments considering the proposed recommendations, participants were positive about the current level of support from Council. Responses highlighted the important role Council can play in advocacy, resources, and ensuring departments are supported through the implementation of any recommendations.

Considerations:

- Advocate for Kings to be a model of success. This model in the Municipality works through cooperation and support.
- Advocate for the Province to provide funding support.
- Support the fire departments to ensure the Provincial recommendations do not negatively impact the quality of Kings’ fire service.
- Communicate with Provincial representatives that rural fire departments are different.
- Host more meetings to ensure continued cooperation between the Municipality and fire departments and keeping fire departments updated on changes.
- Communicate with Provincial representatives that the timelines for changes are ambitious and need to be thoughtfully carried out.

TABLE 5 – WHAT DO YOU LIKE ABOUT THE PROVINCIAL RECOMMENDATIONS

While much of the conversation focused on questions or concerns, participants also identified several positive elements within the proposed recommendations. The responses highlight areas of opportunity and reflect a shared recognition that improvements made thoughtfully can strengthen the fire service. The below captures the positive components identified with the recommendations:

Considerations:

- Class three drivers tests will be more obtainable.
- Training standards are welcomed.
- Equal training across all departments is a good thing.
- This could improve the issue of different processes across departments and municipalities.
- New reporting will provide more data to determine trends and make informed decisions.
- Record management program is a big win that allows connectivity between departments and may ease reporting requirement for Chiefs.
- Improving access to decontamination will support departments of all sizes.
- Fire Commissioner may be a positive. Fire Services has a lot of opportunity for improvement and a Commissioner could help improve firefighter concerns.

NEXT STEPS

The Municipality of the County of Kings is committed to ensuring that the feedback shared through this engagement is not only heard but acted upon. As an immediate next step, the Municipality will share the findings of this report with the Department of Emergency Management to ensure that the needs of our local fire services are clearly communicated as discussions around fire service modernization continue. The Municipality will leverage the Fire Service Advisory Committee as an avenue for fire leadership to remain informed about the Provincial recommendations and its implementation.

This report will also be sent to all participants who requested a copy and published on the Municipality's Community Engagement webpage.

CONCLUSION

This engagement session provided an important opportunity to hear directly from our local fire services at a time of potential change to the fire service system. Participants spoke openly about the challenges they are facing, the realities of being frontline volunteers in their communities, and their viewpoints on the proposed modernization recommendations from the Province. Across all discussions there was a shared commitment to maintaining strong effective fire services, with a community focus and a message that meaningful engagement, realistic expectations, and adequate support both financially and administratively would be essential to a successful path forward.

Through our conversations it was evident that the fire service in Kings County is built on the dedication of its volunteers, a strong connection to community, and a deep sense of compassion and responsibility. The insights shared through this process reflected not only the fears and concerns members in the fire service face, but also a willingness to be part of the solution to help shape a sustainable future.

The Municipality of the County of Kings would like to thank all fire service members who took the time to attend and participate in this engagement session. Your contributions play a vital role in helping us advocate for the future of fire services in our region. Your continued commitment to serving your communities does not go unnoticed.

Across every table, the message was clear:

Fire service leaders are committed to protecting their communities—but they are asking for clear direction, meaningful support, and a seat at the table as the future of fire services takes shape.

TO	Committee of the Whole
PREPARED BY	Charissa Kleine Deters, Diversity Specialist
MEETING DATE	July 21, 2026
SUBJECT	Proclamation Requests for August 2026

ORIGIN

- [Strategy for Belonging](#)

RECOMMENDATIONS

That Committee of the Whole recommend Municipal Council proclaim **August 1, 2026**, as **Emancipation Day** across the Municipality of the County of Kings.

That Committee of the Whole recommend Municipal Council proclaim **August 15, 2026**, as **National Acadian Day** across the Municipality of the County of Kings.

INTENT

For Committee of the Whole to consider the proclamation requests in accordance with the [Proclamations Policy COMM 02-003](#).

DISCUSSION

Emancipation Day was first observed annually on August 1st of 1834, and commemorates the Slavery Abolition Act of 1833, which came into effect across most of the British Empire on August 1, 1834. While Black communities in Canada marked this day for generations, Emancipation Day was officially recognized across Canada in 2021. Celebrations for Emancipation Day include church services, outdoor gatherings, parades, shared meals, entertainment, etc. offering opportunities for social connections and to foster pride in African ancestry.

Although Canada is often thought of as a place of refuge for enslaved people, the country has its own history of slavery. For more than 250 years, both people of African descent and Indigenous peoples were enslaved in what is now Canada, with Indigenous people making up the majority of those enslaved in many regions during the French colonial period. Emancipation Day commemorates the abolition of slavery in the British Empire on August 1, 1834, and honours the resilience and contributions of Black and Indigenous Canadians while recognizing the lasting impacts of slavery and systemic racism. It also serves as an opportunity to reflect on Canada's broader history of slavery and colonialism and to continue working toward racial equity and justice for Black and Indigenous communities.

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

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

Request for Decision

Through the Strategy for Belonging, the Municipality is committed to relationship building with community, honouring the truth of shared history, promoting the diversity of the region, and supporting communities to tell their stories. Approval these proclamations is step toward the Municipality's vision of being "a community of communities where all people belong".

FINANCIAL IMPLICATIONS

- There are no financial implications for this decision.

STRATEGIC PLAN ALIGNMENT

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

ALTERNATIVES

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

IMPLEMENTATION

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

ENGAGEMENT

- Social media awareness building for all approved proclamations.

APPENDICES

- Appendix A: Emancipation Day Proclamation
- Appendix B: National Acadian Day Proclamation

APPROVALS

Brittany Traynor, Manager, Community Development	July 8, 2026
Andrea Hyslop, Deputy Chief Administrative Officer	July 8, 2026
Scott Conrod, Chief Administrative Officer	July 16, 2026

APPENDIX A: Emancipation Day Proclamation

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

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

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

THEREFORE, be it resolved that I, Mayor Dave Corkum, on behalf of Council, do hereby proclaim August 1, 2026 as Emancipation Day across the Municipality of the County of Kings. I encourage citizens to learn and reflect on the history of emancipation and celebrate the courage and resilience of African Nova Scotians and Black Canadians.

Mayor Dave Corkum

APPENDIX B: National Acadian Day Proclamation

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

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

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

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

THEREFORE, be it resolved that I, Mayor Dave Corkum, on behalf of Council, do hereby proclaim August 15, 2026 as National Acadian Day across the Municipality of the County of Kings.

Mayor Dave Corkum

Request for Decision

TO	Committee of the Whole
PREPARED BY	Ashley Brooker, Trails, Parks & Active Transportation Coordinator
MEETING DATE	July 21, 2026
SUBJECT	Policy Update: EPW-04-015 Active Transportation Network Project Prioritization

ORIGIN

- [July 6, 2021](#)- Acceptance of Active Kings County: An Active Transportation Plan for the Municipality of the County of Kings
- [April 5, 2022](#)- Council approval of Policy EPW 04-015: Active Transportation Project Prioritization

RECOMMENDATIONS

That Committee of the Whole recommend Municipal Council provide seven days' notice, per s.48(1) *Municipal Government Act*, to rename and amend Policy EPW-04-015: Active Transportation Project Prioritization to Policy EPW-04-015: Active Transportation Network Project Prioritization.

That Committee of the Whole recommend Municipal Council provide seven days' notice, per s.48(1) *Municipal Government Act*, to repeal Policy EPW-04-014: Sidewalk Construction Project Prioritization.

INTENT

For Committee of the Whole to consider recommending Council rename and amend Policy EPW-04-015: Active Transportation Project Prioritization and repeal Policy EPW-04-014: Sidewalk Construction Project Prioritization.

DISCUSSION

There were previously established policy frameworks for the prioritization of sidewalk construction and for Active Transportation network improvement projects. Both policies were developed to support implementation of Council-approved plans and strategies, including Active Kings County, the Municipal Planning Documents, the Strategy for Belonging, accessibility directives, and the Municipality's capital planning processes.

Since adoption, staff identified an opportunity to streamline these related policies into one consolidated framework. Updates to the Policy are intended to reduce duplication, improve consistency, support alignment with the Municipal Planning Documents and other Council-approved plans, and provide Council with a clearer framework for considering sidewalk and Active Transportation infrastructure priorities.

The Policy is updated to align with the Municipal Planning Documents by recognizing Growth Centres as the priority locations. The Policy online considers sidewalk construction projects within Growth Centres and school zones. Other Active Transportation Infrastructure may also be considered within these zones. Requests for pedestrian or Active Transportation improvements outside Growth Centres will still be reviewed and considered through the lens of non-sidewalk Active Transportation Infrastructure rather than sidewalk construction.

Request for Decision

FINANCIAL IMPLICATIONS

- There are no anticipated financial implications at this time. The proposed Policy establishes a process of annually preparing recommendations for Council's consideration as part of budget deliberations.

STRATEGIC PLAN ALIGNMENT

✓	Strong Communities	Active Transportation initiatives to support community connectivity
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
	Other	

ALTERNATIVES

- Committee of the Whole may refer the Policy to staff for amendment, with desired changes specified in a motion.

IMPLEMENTATION

- The Policy will be submitted to Council for consideration to provide notice to adopt.
- If Policy is approved, the existing projects included under the prioritization list will be reviewed and rescored under the new framework.
- If approved as amended, Policy posted to Municipal website.

ENGAGEMENT

- There have been no engagement activities undertaken as part of Policy development. Extensive community engagement took place during the development of the Active Transportation Plan and recent adoption of the Municipal Planning Documents.
- If Council provides notice to adopt the Policy, the seven-day notice period allows for public comment.

APPENDICES

- Appendix A: Policy EPW-04-015: Active Transportation Network Project Prioritization
- Appendix B: [Policy EPW 04-014 Sidewalk Construction Project Prioritization](#)
- Appendix C: [Policy EPW 04-015: Active Transportation Project Prioritization](#)

APPROVALS

Jeremy Sharpe, Manager of Public Works	July 8, 2026
Brad Carrigan, Director, Engineering & Public Works	July 6, 2026
Trish Javorek, Director, Planning & Inspections	July 17, 2026
Scott Conrod, Chief Administrative Officer	July 16, 2026

POLICY

EPW-04-015



Municipality of the County of Kings

Active Transportation Network Project Prioritization

Policy Category	Engineering & Public Works	Most Recent Amendment	TBD
First Council Approval	April 5, 2022	Future Review Date	June 2029

1. Purpose

This Policy establishes a consistent framework to prioritize Active Transportation Network projects for Council's consideration during annual budget deliberations and long-term capital planning.

2. Scope

This Policy applies only to new construction and network expansion projects in the Municipality and does not apply to routine maintenance, repair, or rehabilitation of Active Transportation Infrastructure or Sidewalks. This Policy does not apply to infrastructure located within Village boundaries unless a formal agreement exists between the Municipality and a Village.

All projects constructed shall be in accordance with the Municipality's Subdivision By-law and the Municipal Service Systems Specifications Manual (Policy) as a minimum specification, comply with applicable accessibility legislation enacted by the Province of Nova Scotia, and the attainment of any necessary permits from the Province of Nova Scotia.

3. Definitions

3.1. Active Transportation Network: A connected system of Active Transportation Infrastructure and Sidewalks that supports Active Transportation within and between communities. The various infrastructure types are outlined and described in Active Kings County: An Active Transportation Plan for the Municipality of the County of Kings;

3.2. Active Transportation Infrastructure: Infrastructure, excluding Sidewalks, that supports Active Transportation and forms part of the Active Transportation Network, including multi-use pathways, trails, paved shoulders, signed cycling routes, , and related amenities (e.g., access points to trails);

3.3. Growth Centre: Areas identified on Schedule A of By-law 105 – Municipal Planning Strategy, or successor by-law, and related Municipal Planning Documents as priority locations for growth, increased density, infrastructure investment, and service delivery;

3.4. Provincial Regulation: Means Nova Scotia Provincial statutes, regulations, standards, policies, plans, and/or guidelines that may be amended from time to time.



Municipality of the County of Kings

Active Transportation Network Project Prioritization

- 3.5. **School Zone:** The area surrounding a school that is considered walkable under applicable AVRCE, CSAP, and/or Provincial Regulation, as amended from time to time, with private schools being aligned with Provincial Regulations.
- 3.6. **Sidewalk:** A separated pedestrian facility within or adjacent to a public road right-of-way, designed to provide safe and accessible movement for people walking or using mobility aids, with specifications being included in the Municipal Service Systems Specification Manual.

4. Policy Statements

The Municipality shall support the development of Active Transportation Networks that foster safe, inclusive, accessible, and complete communities, while recognizing the role of both Sidewalks and other Active Transportation Infrastructure in meeting the differing needs of urban and rural communities.

4.1. Policy Alignment

Project prioritization shall align with the Municipality's approved plans, policies, and strategies (as amended), including the:

- Strategic Plan;
- Municipal Planning Strategy (MPS);
- Active Transportation Plan (*Active Kings County*);
- Justice and Belonging Framework (*Toward Equity and Diversity: A Strategy for Belonging in the Municipality of the County of Kings*);
- Accessibility Plan (*Our Joint Accessibility Plan*); and
- Other Council policies, by-laws, plans, and strategies that may be approved from time to time.

Project prioritization shall also consider, and where applicable, align with an approved Provincial five-year capital budget and Provincial Regulation related to transportation, accessibility, schools, the built environment, and public infrastructure.

4.2. Jurisdiction of Road Authorities

Any project prioritized under this Policy will be subject to review by the Local Traffic Authority, or Provincial Traffic Authority, as authorized through Provincial Regulation.



Municipality of the County of Kings

Active Transportation Network Project Prioritization

Provincial Jurisdiction

Projects located on Provincial highways, roads, or lands shall be subject to applicable Provincial Regulation and capital planning processes. The Municipality shall coordinate with the Province of Nova Scotia regarding any Active Transportation Network improvement projects located on Provincially owned roads or those that would connect to Provincial properties. For these projects, Municipal staff will consult with the Provincial Traffic Authority and obtain the necessary approvals. Municipal prioritization shall consider opportunities to coordinate construction with Provincial infrastructure replacement initiatives.

Municipal Jurisdiction

Where projects relate to the Local Traffic Authority, approval shall be subject to review by the Municipal Engineer or designate to confirm feasibility, technical requirements, construction considerations, and alignment with applicable Municipal standards, policies, and capital planning processes.

Municipal prioritization shall consider opportunities to coordinate project timing and construction with planned Municipal infrastructure replacement, renewal, or improvement initiatives.

4.3. Project Eligibility, Type of Infrastructure and Desktop Review

Project Eligibility

The purpose of project eligibility is to determine whether or not the project will be added to the prioritization list, as referenced in section 4.4 of this Policy.

A project will be eligible if construction is considered feasible by the Local or Provincial Traffic Authority.

If a project is deemed not feasible by the Local or Provincial Traffic Authority and has not proceeded in the past, it will not be added to the prioritization list until the limiting factors deeming it unfeasible are resolved.

Type of Infrastructure

Following Project Eligibility, Municipal staff will determine whether a project will be scored and included on the Sidewalk or the Active Transportation Infrastructure lists.

Sidewalks will only be considered if a project is located within a designated Growth Centre or a School Zone. If located within a School Zone, the project will be subject to further review of site review requirements such as safety considerations, and



Municipality of the County of Kings

Active Transportation Network Project Prioritization

agreement by the Provincial Traffic Authority.

Where a Sidewalk is deemed not eligible it may be reviewed as an Active Transportation Infrastructure project.

Active Transportation Infrastructure projects will be considered anywhere within the Municipality, including within Growth Centres, subject to meeting the criteria included in this Policy and requirements of the Local or Provincial Traffic Authority. In this instance, parks, trails, transit, community services, commercial areas, and other amenities will be reviewed relative to the proposed route to determine the most appropriate infrastructure.

Desktop Review

Following Determination of Infrastructure, Municipal Staff will conduct a Desktop Review of specific projects, e.g., topographical, right-of-way and property ownership implications, initial consultations with Provincial officials, and the inhouse generation of an order of magnitude cost estimation.

4.4. Project Prioritization

As part of the Municipality's annual budgeting process, Municipal staff shall prepare a prioritized list of Active Transportation Infrastructure and Sidewalk construction projects to inform budget requests for Council's consideration.

4.4.1 Sidewalk and Active Transportation Infrastructure lists will be prioritized based on the following criteria:

- Creation of Active Transportation Networks (20%)
- Alignment with Municipal Plans & Priorities (10%)
- Safety Considerations (30%)
- Population Density (5%)
- Alignment with Municipal or Provincial Construction Projects (20%)
- Affordability (15%)

A project may be given higher priority if it is supported by new information or changed circumstances that warrant reconsideration.

4.4.2 The prioritized project list will automatically be reviewed and updated when changes are made to Provincial Regulation or approved plans, policies and strategies included in section 4.1 of the Policy. Projects may be reviewed, re-scored, or reprioritized sooner based on the criteria outlined in section 4.4.1 of



Municipality of the County of Kings

Active Transportation Network Project Prioritization

this Policy.

4.5 Municipal Budgeting Process

4.5.1 Following the development of the annual prioritization list, Municipal staff will include projects within the Municipal budgeting process.

4.5.2 Municipal staff will proceed to the design and construction phases on projects, e.g., the commissioning of engineered designs and construction procurement events, as approved through the Municipal budgeting process.

5. Roles and Responsibilities

5.1. Council will:

- 5.1.1. consider approval of funding and project priorities through their annual budget deliberations; and
- 5.1.2. consider recommendations brought forward under this Policy.

5.2 The Chief Administrative Officer will:

- 5.2.1 administer and implement this Policy;
- 5.2.2 identify and propose revisions as required; and
- 5.2.3 delegate authority where appropriate.

5.3 Municipal staff will:

- 5.3.1 evaluate, monitor, and recommend projects consistent with this Policy; and
- 5.3.2 maintain prioritized project lists for Active Transportation infrastructure.

6. Amendments

Date	Amendments
TBD	Policy renamed and amended.



Municipality of the County of Kings

Active Transportation Network Project Prioritization

DRAFT

Request for Decision

TO Committee of the Whole
PREPARED BY Madeleine McCarron, Policy Analyst
DATE July 21, 2026
SUBJECT Amendments to By-law 74: Treasurer

ORIGIN

- First introduction

RECOMMENDATION

That Committee of the Whole recommend Municipal Council give first reading to amend By-law 74, the Treasurer By-law, as detailed in the July 21, 2026, Request for Decision.

INTENT

To provide the Committee with the necessary information to consider amendments to the Treasurer By-law.

DISCUSSION

Since the Treasurer By-law was last amended, several sections and terms used in the By-law are no longer applicable. For example, section 3 refers to the duties of the Treasurer being performed by the Director of Corporate Services. This is a position title which no longer exists at the Municipality, and the role of Treasurer is now designated to be an employee of the Municipality who is designated by the CAO. For purposes of signing authority, it is important that the position title in the By-law correspond with the present-day duties of the Treasurer.

Other aspects of the By-law which are no longer applicable include:

- References to repealed Provincial legislation;
- Misuse of gendered language;
- Inaccuracies in outlining of duties of the Treasurer; and
- Formatting which does not align with current practices.

Staff recommend that amendments are made to this By-law to better reflect current terminology and practices.

FINANCIAL IMPLICATIONS

- None

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Periodic Review of Municipal By-laws

Request for Decision

ALTERNATIVES

- No alternatives are recommended.

IMPLEMENTATION

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

ENGAGEMENT

- A minimum fourteen days' notice prior to second reading provides an opportunity for public comment prior to adoption.
- No further engagement was undertaken or required.

APPENDICES

- Appendix A: By-law 74 Treasurer By-law

APPROVALS

Scott MacKay, Manager of Revenue/ Acting Director of Finance & IT	July 8, 2026
Terry Kelly, In-house Solicitor	July 14, 2026
Scott Conrod, Chief Administrative Officer	July 16, 2026

MUNICIPALITY OF THE COUNTY OF KINGS

For By-Law information contact the Municipal Clerk

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



BY-LAW # 74

TREASURER BY-LAW

WHEREAS Section 37 of the *Municipal Government Act*, 1998, c. 18, as amended, - requires there to be a Treasurer for the Municipality and prescribes certain powers and responsibilities onto the Treasurer;

NOW THEREFORE, the Council of the Municipality of the County of Kings, in the Province of Nova Scotia, enacts as follows:

1. This By-law shall be known ~~as~~ By-law 74 and may be cited as the "Treasurer By-law".

INTERPRETATION

2. Definitions

In this By-law:s

2.1 –CAO means the Chief Administrative Officer of the Municipality;

2.2 Municipality means the Municipality of the County of Kings;

2.3 -Treasurer means an employee of the Municipality who is designated by the CAO to perform the duties of the Treasurer for the Municipality and may include an employee of the Municipality who has been delegated by the Treasurer to perform any of the powers or duties of the Treasurer. With the consent of council, the CAO may also perform the duties of the Treasurer.

2.3

3. Office

The office of the Treasurer of the Municipality shall be separate from that of Clerk of the Municipality.

2. ~~The Director of Finance and IT Director of Corporate Services of the Municipality shall be and perform the duties of Treasurer.~~

3.4. Duties

It shall be the duty of the Treasurer to shall perform the duties outlined in the Section 38 of the *Municipal Government Act*, any other applicable Act of the Nova Scotia Legislature and any applicable policies of the Municipality any other relevant legislation.

4.1 The Treasurer may delegate any of their powers or duties to another employee of the Municipality. ∴

- ~~(a) — receive and safely keep all money belonging to the Municipality, or which it is his/her duty from time to time to receive;~~
- ~~(b) — pay out the same to such persons and in such manner as he/she is required by law or by resolution of the Council or by due direction of a committee;~~
- ~~(c) — take charge of and preserve the books, accounts and financial records of the Municipality;~~
- ~~(d) — make up once in every year a full and detailed balance sheet and a statement of revenue and expenditures in the form and containing the information required of auditors by Section 54 of the Municipal Act, submit it to the auditors for audit and transmit it to the Clerk;~~
- ~~(e) — make up whenever ordered by the Council a full and detailed account of all moneys received and paid out by him/her as Treasurer during the year or during any period the Council names, and transmit the same to the Clerk;~~
- ~~(f) — with respect to the collection of rates and taxes, the Treasurer shall be responsible for and carry out the duties imposed on the Clerk of the Municipality by the Assessment Act of Nova Scotia.~~

4.5. Authority

~~The Treasurer may administer oaths when the same are required in matters pertaining to their his office.~~

As per s. 13(3) of the *Municipal Government Act*, the Mayor and Clerk, or the Mayor and Treasurer, shall sign all Temporary Borrowing Resolutions, Nova Scotia Department of Finance and Treasury Board Municipal Finance Division Debenture Approval resolutions approved by Council as well as Nova Scotia Department of Finance and Treasury Board Municipal Finance Division debenture documentation under the seal of the Municipality.

History of this By-law

Enacted - May 7, 1991

Amended - April 5, 1994

By-law Amendments Since 1994

First Reading	Notice of Second Reading	Second Reading	Notice of Passing	Certified Copy to Minister
July 7, 2026				

TO	Committee of the Whole
PREPARED BY	Trish Javorek, Director of Planning and Inspections
MEETING DATE	July 21, 2026
SUBJECT	Amendments to By-law 90: Vendors By-law

ORIGIN

- [By-law 90: Vendors By-law](#)

RECOMMENDATION

That Committee of the Whole recommend Municipal Council give First Reading to amend the Vendors By-law, By-law 90, as appended to the July 21, 2026, Request for Decision.

INTENT

To provide the Committee with the relevant information necessary to consider amendments to By-law 90, the Vendors By-law.

BACKGROUND

On May 29, 2026, staff received a request from Perry Rand Transportation Group Limited to amend By-law 90 to allow properties in Industrial Zones to qualify for the annual vendor's licences.

Currently, the By-law only allows licensed vendors on properties where such commercial operations are permitted by the Land Use By-law (i.e. restaurants must be permitted in the zone), and the proposed location must have frontage on an urban or rural collector road.

The Municipality's Vendors By-law was enacted in 2007 and in the past 19 years, Council has not made any amendments.

Staff have reviewed the request and have determined that such a change is reasonable given the limited number of properties zoned industrial and the other requirements that a Vendor must meet.

There are three Industrial zones in the Municipality:

Within Growth Centres:

- M1 (Light Industrial) with 237 number of locations
- M2 (Heavy Industrial) with 56 number of locations

Rural:

- M3 (Rural Industrial) with 185 number of locations

Staff have also taken the opportunity to review the By-law and have determined that some housekeeping amendments would be of benefit to improve the readability and administration of the By-law.

A copy of the red line changes to the current version of By-law 90 can be found in Appendix B of this report. The proposed changes include:

- Correcting a typo in the enabling MGA references;
- Adding defined terms of: Community Event, Council;

Request for Decision

- Replaced definitions of mobile canteen, mobile stand with a definition of “Food Service Vehicle”;
- Clarification on the application submissions;
- Removed Village comment requirement- as Village was not granting approval/refusal;
- Removed the requirement to have frontage on an urban or rural collector road;
- Amended the appeal period from 15 days to 14 days to align with Variance and Site Plan appeal periods;
- Clarified that after hearing an Appeal, Council may only confirm or overturn the Development Officers decision;
- Criteria for successful licensing clarified:
 - Not permitted to connect to central servicing;
 - Must be located within a commercial or industrial zone or where the Land Use By-law permits a similar use;
 - Pass a Municipal fire inspection;
 - Payment per Fees Policy (FIN-05-003).

FINANCIAL IMPLICATIONS

- The Annual licence fee for Vendors is \$500.00, so an increase in revenue may result if property owners decide to permit Food Service Vehicle at their industrial zoned sites.

STRATEGIC PLAN ALIGNMENT

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

ALTERNATIVES

- Council may refuse these amendments and leave the By-law as it currently is written.

IMPLEMENTATION

- Reading, notice, and publication requirements (the adoption process) related to by-laws are detailed within Part VII *Municipal Government Act*.
- Minimum fourteen days’ notice issued prior to second reading (no substantive changes can be made between first and second readings).
- Post amended By-law to Municipal website.

ENGAGEMENT

- A minimum fourteen days’ notice prior to second reading provides an opportunity for public comment prior to adoption.
- No further engagement was undertaken or required.

APPENDICES

- Appendix A: Vendors By-law 90 with tracked changes.
- Appendix B: Draft Vendors By-law 90

Request for Decision

APPROVALS

Terry Kelly, In-house Solicitor

July 16, 2026

Scott Conrod, Chief Administrative Officer

July 16, 2026

MUNICIPALITY OF THE COUNTY OF KINGS

For By-Law information contact the Municipal Clerk

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



BY-LAW # 90

VENDORS BY-LAW

BE IT ENACTED by ~~the~~ the Council of the Municipality of the County of Kings under the authority vested in it by the *Municipal Government Act*, RSNS 1998, as amended from time-to-time, and hereinafter referred to as the "Act" as follows: ~~Section 173, does hereby enact as follows:~~

- ~~1.~~ This By-law shall be known as the Vendors By-law and
- ~~2.~~ ~~This By-law~~ shall apply within the Municipality of the County of Kings

1. Definitions

~~3.~~ In this By-law:

- (a) "Community Event" means an organized public gathering designed to bring residents together to socialize and celebrate such as a fair or festival.
- (b) "Council" means the Council for the Municipality of the County of Kings.
- (c) "Licensing Authority" means the Development Officer of the Municipality of the County of Kings.
- (d) "Food Service Vehicle" means any vehicle which is required to be licensed and registered pursuant to the *Motor Vehicle Act* and used for the displaying, storing, transporting of food or beverages for sale directly to the public by a vender. vehicle used for the display, storage, transportation or sale of food or beverages by a mobile vendor.
- (e) "Vendor" means any person who engages in a temporary business of preparing and selling food products outside an enclosed building, from ~~a mobile canteen or mobile or non-mobile stand,~~ a Food Service Vehicle and in furtherance of such purpose hires, leases, uses or occupies any location for the exhibition, sale and delivery of such products.
- ~~(a) "Mobile stand" means a stand having any wheels in excess of 10 cm. or having or designed to have removable wheels of such diameter and each such stand capable of being moved as a separate unit shall be counted as a separate stand.~~

2. License Required

- ~~4.~~ No person shall carry on the business of a Food Service Vehicle ~~Vender~~ without first obtaining a license from the Licensing Authority.

3. License Exemptions

- ~~5.~~ Notwithstanding Clause ~~2-4~~, this By-law shall not apply to vending by any group or organization registered as a non-profit body ~~or those participating in a Community Event.~~

4. License Application Requirements

- 6- Every application for a license to vend within the Municipality shall be made in writing to the Licensing Authority and shall contain the following information:
- (a) the name ~~and contact information, mailing address and telephone number~~ of the applicant;
 - (b) ~~proof of food establishment permit from the applicable Provincial authority. a description of the merchandise to be sold as well as a photograph of the stand or vehicle from which merchandise will be sold;~~
 - (c) ~~site plan showing the proposed location of the Food Service Vehicle and all existing structures on the lot; access to the property, parking, garbage collection receptacles and any other information that may assist with the review. the location of the site and, if not owned by the applicant, written permission from the property owner;~~
 - (d) ~~hours of operation the location on the site where the vending will occur;~~
 - (e) ~~description of the merchandise to be sold the period of time during which the applicant proposes to be in operation and the hours of operation;~~
 - (f) ~~approval from the applicable Road Authority provincial Department of Transportation and Labour with respect to road access;~~
 - (g) ~~photograph of the Food Service Vehicle if located within a Village, written response from the Village concerning the proposed operation;~~
 - (h) ~~written permission from the property owner, if not owned by the Vender; if the applicant is proposing to sell food prepared on site, a copy of the license issued by the Nova Scotia Department of Agriculture in compliance with its Regulations;~~
 - (i) ~~if the applicant is proposing to cook food to be prepared for consumption by the general public, a statement from the municipal Fire Inspector that the equipment to be used to cook the food is in compliance with all appropriate regulations.~~

5. Criteria for Licensing Locational Requirements

- 7- (a) Food Service Vehicles shall not be permitted to have permanent/direct connection to any public utility (central water or sewer) ~~All vending operations must be:~~
- i- (b) Food Service Vehicles shall only be approved on properties zoned Commercial or Industrial under the Land Use By-law or where ~~located on a property for which such commercial operations are permitted by the Land Use Bylaw permits a similar use; and~~
 - ii- ~~located on a property that has frontage on an urban or rural collector road.~~
 - iii- (c) A license for a Food Service Vehicle shall only be approved:
 - i. Upon the completion of a Municipal Fire Inspection; and
 - ii. Payment of the applicable license fee as set out in the Fees Policy (FIN-05-003)

~~situated on a property in such a manner as to not interfere with the traffic of pedestrians on a sidewalk or with the movement of vehicular traffic entering or exiting the site.~~

6. Issuance of License

- ~~8.~~ Upon the receipt of a completed application that complies with the provisions of this By-law, the Licensing Authority shall issue a license pursuant to the following:
- ~~(a)~~ (a) Unless otherwise specified on the license, all licenses shall terminate on the 31st day of March next after the date of the license, unless sooner cancelled or revoked.
 - ~~(b)~~ ~~Payment by the applicant of the license fee set out in the Municipal Policy for Fees.~~
 - ~~(c)~~ (b) A license issued under this By-law shall be personal to the person to whom it is issued and shall not entitle any other person to engage in or exercise the activity, occupation or privilege granted by it, except for an agent or employee of the license holder.
 - ~~(d)~~ (c) Every licensee shall display ~~the his or her~~ license so as to be visible at all times to the public.

7. Operational Requirements

- ~~9.~~ No person to whom a license has been issued shall:
- (a) operate at a location except those approved on the license; ~~on any portion of the site except at the location approved on the license;~~
 - (b) ~~vend sell food or beverages~~ unless there is available for ~~customer public~~ use a suitable ~~solid waste litter~~ receptacle ~~for the use of customers;~~
 - (c) leave any vending location without ~~first picking up,~~ removing and disposing of all ~~solid waste litter, trash or refuse~~ associated in any way with the vending activity;
 - (d) sound or permit the sounding of any device which produces a raucous noise, or use or operate any loudspeaker, public address system, radio, sound amplifier or similar device to attract the attention of the public; or
 - (e) ~~not erect install~~ more than one (1) advertising ~~or menu board~~ sign which shall ~~be affixed to the mobile canteen or stand and shall~~ not exceed more than ten (10) ~~sixteen (16)~~ square feet in size, ~~in addition to any signage fixed to the Food Service Vehicle.~~

8. Revocation of License

- ~~10.~~ A license issued under this By-law may be revoked or suspended by the Licensing Authority where any of the provisions of this Bylaw are not being met.

9. Appeal

11. (a) The Licensing Authority may refuse to issue, ~~renew or~~ amend, or may revoke or suspend a vending license for **non-compliance or** breach of this or any other By-law or of the terms or conditions of a license upon notice to the applicant or license holder.
- (b) A person aggrieved by a decision of the Licensing Authority pursuant to Subsection 9(a) ~~11(e)~~, may appeal that decision to Municipal Council within **fourteen (14) fifteen (15)** days of receiving ~~its mailing to the applicant or license holder, by written~~ notice to the Municipal Clerk.
- (c) After hearing an appeal, Municipal Council may confirm **or overturn** ~~rescind or vary~~ the decision of the Licensing Authority.

10. **Penalties**

12. Every person who contravenes or fails to comply with any provision of this By-law **is** ~~liable shall be guilty of an offense and,~~ upon summary conviction, ~~to a fine of~~ a fine of not less than one hundred dollars (\$100.00) **and** ~~not~~ more than one thousand dollars (\$1,000.00) and **in default of payment,** to imprisonment for a term of not more than thirty (30) days ~~in default of payment thereof.~~

History of this By-Law

Enacted – August 7, 2027

MUNICIPALITY OF THE COUNTY OF KINGS

For By-Law information contact the Municipal Clerk

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



BY-LAW # 90

VENDORS BY-LAW

BE IT ENACTED BY the Council of the Municipality of the County of Kings under the authority vested in it by the *Municipal Government Act*, RSNS 1998, as amended from time-to-time and hereinafter referred to as the “Act”.

Pursuant to Section 172(1) (c) and (f) of the *Act*, Council may make by-laws for municipal purposes, respecting persons, activities and things in, on or near a public place or a place that is open to the public, as well as to businesses, business activities and persons engaged in business.

This By-law shall be known as the Vendors By-law and shall apply within the Municipality of the County of Kings.

1. Definitions

In this By-law:

- (a) **“Community Event”** means an organized public gathering designed to bring residents together to socialize and celebrate such as a fair or festival.
- (b) **“Council”** means the Council for the Municipality of the County of Kings.
- (c) **“Licensing Authority”** means the Development Officer of the Municipality of the County of Kings.
- (d) **“Food Service Vehicle”** means any vehicle which is required to be licensed and registered pursuant to the *Motor Vehicle Act* and used for the displaying, storing, transporting of food or beverages for sale directly to the public by a vendor.
- (e) **“Vendor”** means any person who engages in a temporary business of preparing and selling food products outside an enclosed building, either from Food Service Vehicle, and who, in furtherance of such purpose, hires, leases, uses or occupies any location for the exhibition, sale and delivery of such food products.

2. License Required

No person shall carry on the business of a Food Service Vehicle without first obtaining a license from the Licensing Authority.

3. License Exemptions

Notwithstanding Clause 2, this By-law shall not apply to vending by any group or organization registered as a non-profit body or those participating in a Community Event.

4. License Application Requirements

Every application for a license to vend within the Municipality shall be made in writing to the Licensing Authority and shall contain the following information:

- (a) name and contact information of the applicant;
- (b) proof of food establishment permit from the applicable Provincial authority;
- (c) site plan showing the proposed location of the Food Service Vehicle and all existing structures on the lot; access to the property, parking, garbage collection receptacles; and any other information that may assist with review;
- (d) operational hours and duration;
- (e) description of the merchandise to be sold;
- (f) photograph of the Food Service Vehicle;
- (g) written permission from the property owner, if not owned by the Vendor;
- (h) approval from the applicable road authority.

5. Criteria for Licensing

- (a) Food Service Vehicles shall not be permitted to have permanent direct connection to any public utility (central water or sewer).
- (b) Food Service Vehicles shall only be approved in locations zoned Commercial or Industrial under the Land Use By-law or where the Land Use By-law permits a similar use.
- (c) A license for a Food Service Vehicle shall only be approved:
 - i. upon the completion of a Municipal fire inspection; and
 - ii. payment of the applicable license fee set out in the Municipality's Policy for Fees.

6. Issuance of License

Upon the receipt of a completed application that complies with the provisions of this By-law, the Licensing Authority shall issue a license pursuant to the following:

- (a) Unless otherwise specified on the license, all licenses shall terminate on the 31st day of March next after the date of the license, unless sooner revoked.
- (b) A license issued under this By-law shall be personal to the person to whom it is issued and shall not entitle any other person to engage in or exercise the activity, occupation or privilege granted by it, except for an agent or employee of the license holder.
- (c) Every licensee shall display the license so as to be visible at all times to the public.

7. Operational Requirements

No person to whom a license has been issued shall:

- (a) operate at a location except those approved on the license;
- (b) vend unless there is available for customer use suitable solid waste receptacle
- (c) leave any vending location without removing and disposing of all solid waste associated in any way with the vending activity;
- (d) sound or permit the sounding of any device which produces a raucous noise, or use or operate any loudspeaker, public address system, radio, sound amplifier or similar device to attract the attention of the public; or
- (e) not erect more than one (1) advertising or menu board sign of 10 square feet in size, in addition to any signage fixed to the Food Service Vehicle.

8. Revocation of License

A license issued under this By-law may be revoked or suspended by the Licensing Authority where any of the provisions of this By-law are not being met.

9. Appeal

- (a) The Licensing Authority may refuse to issue, amend or may revoke or suspend a license for non-compliance or breach of this or any other By-law or the terms and conditions of a license upon notice to the applicant or license holder.
- (b) A person aggrieved by a decision of the Licensing Authority pursuant to subsection 9(a), may appeal that decision to Municipal Council within 14 days of receiving notice of the decision, by giving written notice to the Municipal Clerk.
- (c) After hearing an appeal Council may confirm or overturn the decision of the Licensing Authority in accordance with the requirements of this by-law.

10. Penalty

Every person who contravenes or fails to comply with any provision of this By-law is liable upon summary conviction, to fine of not less than one hundred dollars (\$100.00) and not more than one thousand dollars (\$1,000.00) and in default of payment, to imprisonment for a term of not more than thirty (30) days.

By-law Adoption	
Enacted	August 7, 2007

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

Committee of Council Reports - July 21, 2026

Board/Committee	Chair/Reporting Councillor/ Members	Last/Next Meeting	Report
Asset Management Committee	Peter Allen, Doug Gates, Tim Harding	October 7, 2025 Next: April 9, September 1, 2026	
Audit & Finance Committee	Dave Corkum, Everett MacPherson (Chair), Doug Gates, Emily Lutz	June 2, 2026 Next: TBD	Written report provided June 16, 2026
Diversity Kings County	Everett MacPherson, Christina Sappington	June 1, 2026 Next: July 6, 2026	Written report provided July 7, 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 25, Sept. 17, 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	June 10, 2026 Next: September 9, 2026	Recommendations provided July 7, 2026
Lake Monitoring Committee	Emily Lutz Alternate: Tim Harding	No recent meetings	
Nominating Committee	Dave Corkum (Chair), Peter Allen, Everett MacPherson, Riley Peckford	April 21, 2026 Next: TBD	Recommendations provided May 5, 2026
Planning Advisory Committee	Emily Lutz, Riley Peckford, Doug Gates, Everett MacPherson	June 9, 2026 Next: July 14, 2026	Recommendations provided July 7, 2026
Police Advisory Board	Bob Best, Robbie Hiltz, Christina Sappington (Chair)	May 20, 2026 Next: Joint Meeting with Kentville Police Commission TBD; Regular Meeting September 16, 2026	Written report provided June 2, 2026
Regional Sewer Committee	Tim Harding Alternate: Everett MacPherson	June 11, 2026 Next: October 8, 2026	Verbal report provided July 7, 2026
Sandy Court Source Water Protection Committee	Tim Harding	Next: TBD	Written report provided March 18, 2025

External Board and Committee Reports - July 21, 2026

Board/Committee	Reporting Councillor	Last / Next Meeting	Report
Annapolis Valley Regional Library Board	Emily Lutz Alternate: Christina Sappington	June 18, 2026 AGM Next: July 6, 2026	Written report provided July 7, 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	
Kings County Homelessness Advisory Committee	Everett MacPherson	May 11, 2026 Next: TBD	Written report provided May 19, 2026
Kings Regional Emergency Management Advisory Committee	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 Incorporated Board	Doug Gates	May 6, 2026 Next: TBD	Written report provided June 2, 2026
New Minas Source Water Protection Committee	Christina Sappington	May 28, 2026 Next: October 2026	Written report provided July 7, 2026
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, May 22, 2026	Verbal report provided October 7, 2025
Valley Regional Enterprise Network Liaison & Oversight Committee	Dave Corkum Alternate: Christina Sappington	May 28, 2026 Next: TBD	Written report provided June 2, 2026
Valley Regional Services Board (Kings Transit & Valley Waste)	Dave Corkum Alternate: Emily Lutz	June 17, 2026 Next: July 15, 2026	Written report provided July 7, 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