



MUNICIPALITY of the
COUNTY of KINGS

COMMITTEE OF THE WHOLE

Tuesday, May 19, 2026

9:00 a.m.

AGENDA

Video Recording Times Noted in Red

Video is available [here](#)

1. Roll Call & Land Acknowledgement **04:56**
2. Approval of Agenda **08:34** Page 1
3. Disclosure of Conflict of Interest Issues **None**
4. Approval of Minutes **09:27** Page 3
 - a. April 21, 2026
5. Business Arising from Minutes **None** Page 3
 - a. April 21, 2026
6. Community Development Page 13
 - a. Proclamation Requests for the Month of June 2026 **10:55** Page 19
 - b. Diversity Programming and Services Update **21:46**
7. Financial Services Page 21
 - a. Amendments to By-law 98: Wastewater Sewer **34:53** Page 36
 - b. Guarantee Resolution: Valley Region Solid Waste-Resource Management **38:42**
8. Information Technology Page 39
 - a. Renaming a Section of Jake Reid Road South to Wildflower Lane **41:39**
9. Inspections & Enforcement Services Page 43
 - a. After-Action Report and Improvement Plan for 2025 Lake George Wildfire **45:47**
10. Board and Committee Reports **1:04:25** Page 60
 - a. Diversity Kings County Committee Page 61
 - b. Kings County Homelessness Advisory Committee Page 63
 - c. Police Advisory Board Page 64
 - d. Committees of Council Page 65
 - e. External Boards and Committees
11. Correspondence **1:05:59** Page 66
 - a. 2026-05-08 Courageous Companions 2026 Sponsorship Advertising Request
12. Other Business **1:07:51**
13. Comments from the Public **None**
14. Adjournment **1:09:30**

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, April 21, 2026
DRAFT MINUTES**

Meeting Date and Time

A meeting of the Committee of the Whole was held on Tuesday, April 21, 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 Councillors Peckford and Harding with notice.

Results for Roll Call

For 8
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	-
District 5	Tim Harding	-
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
- Trish Javorek, Director, Planning & Inspections
- Tyler Honeywood, Manager, Financial Reporting
- Jordan Matheson, Manager, Engineering Services
- Laura Mosher, Manager, Planning Services
- Charissa Kleine Deters, Diversity Specialist
- 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 Allen and Councillor Gates, that Councillor Peckford's and Councillor Harding's absence from the April 21, 2026 Committee of the Whole meeting be excused.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
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 Deputy Mayor MacPherson and Councillor Lutz, that Committee of the Whole approve the April 21, 2026 agenda as circulated.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
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. [March 17, 2026](#)

On motion of Councillor Sappington and Councillor Allen, that the minutes of the Committee of the Whole meeting held on March 17, 2026 be approved as circulated.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

4b. [March 25, 2026](#)

On motion of Councillor Gates and Councillor Hiltz, that the minutes of the Special Committee of the Whole budget meeting held on March 25, 2026 be approved as circulated.

Motion Carried.

Results

For 8
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	-

District 5	Tim Harding	-
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. [March 17, 2026](#) There was no business arising from the March 17, 2026 minutes.
- 5b. [March 25, 2026](#) There was no business arising from the March 25, 2026 minutes.

6. **Administration**

- 6a. [Proclamation Requests for May 2026](#) Charissa Kleine Deters, Diversity Specialist, presented the Request for Decision as attached to the April 21, 2026 agenda and provided a [presentation](#).

On motion of Councillor Best and Councillor Lutz, that Committee of the Whole recommend Municipal Council proclaim May 2026 as Jewish Heritage Month across the Municipality of the County of Kings.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

On motion of Councillor Hiltz and Deputy Mayor MacPherson, that Committee of the Whole recommend Municipal Council proclaim May 2026 as Asian Heritage Month across the Municipality of the County of Kings.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

7. Engineering & Public Works

- 7a. [Lake Monitoring Program](#) Jordan Matheson, Manager of Engineering Services, presented the Request for Decision as attached to the April 21, 2026 agenda and provided a [presentation](#).

On motion of Councillor Lutz and Councillor Hiltz, 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”.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

On motion of Councillor Sappington and Councillor Lutz, 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).

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

On motion of Councillor Allen and Councillor Sappington, 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.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

7b. [Renewal of J-Class Roads Cost Sharing Agreement](#)

Andrea Hyslop, Deputy CAO, presented the Request for Decision as attached to the April 21, 2026 agenda and provided a [presentation](#).

On motion of Councillor Sappington and Councillor Gates, 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.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

7c. [2026/27 Cost Shared Program for Paving of Subdivision Streets \(J-Class Roads\)](#)

Andrea Hyslop, Deputy CAO, presented the Request for Decision as attached to the April 21, 2026 agenda and provided a [presentation](#).

On motion of Councillor Gates and Councillor Best, that Committee of the Whole recommend Municipal Council grant authority to the CAO to negotiate the paving of Chapel Road, Cavelle Avenue, and Cavelle Terrace with the Nova Scotia Department of Public Works, which may include substituting some or all of the roads identified in the Agreement.

Motion Carried.

Results

For 8
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	-

District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

On motion of Councillor Allen and Councillor Hiltz, that Committee of the Whole recommend Municipal Council grant authority to the Mayor to sign the Notice of Acceptance, with potential amendments to include Chapel Road, Cavelle Avenue, and Cavelle Terrace, based on negotiations with the Nova Scotia Department of Public Works.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

On motion of Councillor Best and Councillor Lutz, 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.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

8. Financial Services

8a. [Revised Hantsport Fire Department Budget](#)

Katrina Roefs, Financial Analyst, presented the Request for Decision as attached to the April 21, 2026 agenda and provided a [presentation](#).

On motion of Councillor Gates and Councillor Hiltz, 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.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

9. Planning Services

9a. [Expansion of Port Williams Growth Centre Boundary](#)

Laura Mosher, Manager of Planning Services, presented the Request for Decision as attached to the April 21, 2026 agenda and provided a [presentation](#).

On motion of Councillor Gates and Councillor Best, 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.

Motion Carried.

Results

For 6
Against 2

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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	Against
District 8	Christina Sappington	For
District 9	Peter Allen	Against

10. Councillor Item

10a. [Exploration: Kings County Exhibition](#)

Councillor Best presented the Councillor item as attached to the April 21, 2026 agenda.

On motion of Councillor Best and Councillor Lutz, that Committee of the Whole recommend Municipal Council support the development of an agricultural exhibition-style facility 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.

Motion Amended.

Amendment:

On motion of Deputy Mayor MacPherson and Councillor Gates, to amend the motion to add “with this taking place upon the completion of the Regional Recreation Facility”.

Amendment Carried.

For 6
Against 2

Results

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

Amended Motion:

That Committee of the Whole recommend Municipal Council support the development of an agricultural exhibition-style facility 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, with this taking place upon the completion of the Regional Recreation Facility.

Motion Carried.

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

Committee of the Whole took a brief recess from 10:58 a.m. to 11:11 a.m.

11. Board and Committee Reports

11a. [Diversity Kings County](#)

Councillor Sappington presented the report as attached to the April 21, 2026 Committee of the Whole agenda.

- 11b. [Port Williams Source Water Protection Committee](#) Councillor Gates presented the report as attached to the April 21, 2026 Committee of the Whole agenda.
- 11c. **Annapolis Valley Regional Library Board** Councillor Lutz provided a brief verbal update.
- 11d. **Annapolis Valley Homelessness Advisory Committee** Deputy Mayor MacPherson provided a brief verbal update.
- 11e. [Committees of Council](#) For information.
- 11f. [External Boards and Committees](#) For information.

On motion of Councillor Best and Councillor Sappington, that Committee of the Whole receive the Board and Committee Reports as attached to the April 21, 2026 agenda and as provided verbally for information.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

- 12. **Correspondence** Mayor Corkum presented the correspondence as attached to April 21, 2026 Committee of the Whole agenda.

On motion of Councillor Gates and Councillor Sappington, that Committee of the Whole receive the correspondence as attached to the April 21, 2026 agenda for information.

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

- 12a. [Valley Regional Hospital Foundation Thank You](#) For information.
- 13. **Other Business** Councillor Best provided a brief update on the Central Kings Safe Grad Fundraiser.

Councillor Gates noted that the Port Williams Lions Club was successful in raising funds for a specialized walker for the Valley Regional Hospital Foundation.
- 14. **Comments from the Public** No members of the public were present.
- 15. **Adjournment** **On motion of Councillor Allen and Councillor Gates, there being no further business, the meeting adjourned at 11:14 a.m.**

Motion Carried.

Results

For 8
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	-
District 5	Tim Harding	-
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	
-	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.

Request for Decision

TO	Committee of the Whole
PREPARED BY	Charissa Kleine Deters, Diversity Specialist; and Sruthika Saravanan, Inclusive Communities Intern
MEETING DATE	May 19, 2026
SUBJECT	Proclamation Requests for the Month of June 2026

ORIGIN

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

RECOMMENDATIONS

- That Committee of the Whole recommend Municipal Council proclaim June 2026 as **National Indigenous History Month** in the Municipality of the County of Kings.
- That Committee of the Whole recommend Municipal Council proclaim June 21, 2026 as **National Indigenous Peoples Day** in the Municipality of the County of Kings.
- That Committee of the Whole recommend Municipal Council proclaim June 30, 2026 as **Indigenous Survivors Day**, also known as National Blanket Ceremony Day, in the Municipality of the County of Kings.
- That Committee of the Whole recommend Municipal Council proclaim June 2026 as **Pride Month** in the Municipality of the County of Kings.

INTENT

To present the proclamation requests to Committee of the Whole in accordance with the Municipality's Proclamation Policy COMM-02-003.

DISCUSSION

The Municipality of the County of Kings has a vision to be "a community of communities where all people belong". Approving these four proclamations is a direct step toward that vision as each observance affirms the value of diverse lived experiences.

June is National Indigenous History Month, first designated in 2009 and renamed in 2017. It honours the stories, achievements, and resilience of First Nations, Inuit, and Métis peoples across Canada. This proclamation recognizes that Kings County is on Mi'kmaw territory and that Indigenous history is both a national and local story. It supports the Municipality's commitment to truth and reconciliation through the Strategy for Belonging.

National Indigenous Peoples Day is celebrated on the summer solstice and recognizes the contributions of Indigenous Peoples. First observed in 1996 (renamed in 2017), it reflects decades of advocacy. By supporting this proclamation, the Municipality reaffirms its commitment to reconciliation, advocacy, and Indigenous wellbeing.

Indigenous Survivors Day, also known as National Blanket Ceremony Day, honours First Nations, Inuit, and Métis Survivors of colonial policies and systems that forcibly separated Indigenous children from their families and communities. Through the Assembly of First Nations, Survivors call on governments across Canada to observe June 30th as a day of ceremony, healing, and sacred commemoration ([Resolution No. 36/2025](#)). The blanket ceremony, rooted in First Nations traditions across Turtle Island,

Request for Decision

Appendix A: National Indigenous History Month Proclamation

WHEREAS, the Government of Canada recognizes June as National Indigenous History Month, a time to celebrate the strength, heritage, resilience, and diversity of First Nations, Inuit, and Métis Peoples across the country; and

WHEREAS, the Municipality of the County of Kings is situated in Mi'kma'ki, the unceded and ancestral territory of the Mi'kmaq People, who have cared for these lands since time immemorial; and

WHEREAS, the Municipality is honoured to be friends and neighbours with Annapolis Valley First Nation and Glooscap First Nation — two vibrant communities that continue to shape and enrich the cultural, social, and economic life of our region; and

WHEREAS, we celebrate the enduring cultural traditions, deep spiritual ties to the land, and meaningful contributions of the Mi'kmaq Peoples to communities across the Municipality; and

WHEREAS, National Indigenous History Month invites everyone to deepen their understanding of Indigenous histories and perspectives, and to renew our collective commitment to truth, reconciliation, and justice;

NOW THEREFORE, BE IT RESOLVED that I, Dave Corkum, Mayor of the Municipality of the County of Kings,

DO HEREBY PROCLAIM June 2026 as National Indigenous History Month in the Municipality of the County of Kings.

Request for Decision

Appendix B: National Indigenous Peoples Day Proclamation

WHEREAS, the Government of Canada has designated June 21st as National Indigenous Peoples Day; and

WHEREAS, National Indigenous Peoples Day takes place during National Indigenous History Month and has been celebrated across Turtle Island since 1996; and

WHEREAS, the Municipality of the County of Kings is located in Mi'kma'ki, the territory of the Mi'kmaq People, who have lived in harmony with these lands since time immemorial; and

WHEREAS, the Municipality of the County of Kings is friends and neighbours with both Annapolis Valley First Nation and Glooscap First Nation, two communities which continue to enrich the culture, social, and economic fabric of the region; and

WHEREAS, First Nation, Inuit and Métis people have and continue to make valuable contributions across the Municipality, the province, and all of Turtle Island; and

WHEREAS, National Indigenous Peoples Day is a time for all to learn more about Indigenous histories and perspectives, and to reflect on our shared responsibilities in advancing truth, reconciliation, and equity;

NOW THEREFORE, BE IT RESOLVED, that I, Dave Corkum, Mayor of the Municipality of the County of Kings,

DO HEREBY PROCLAIM June 21, 2026 as National Indigenous Peoples Day in the Municipality of the County of Kings.

Request for Decision

Appendix C: Indigenous Survivors Day Proclamation

WHEREAS, the Assembly of First Nations call on governments across Turtle Island to recognize Indigenous Survivors Day in honour of the Survivors of colonial and systemic practices that forcibly separated Indigenous children from their families and communities; and

WHEREAS, Indigenous Survivors Day is also National Blanket Ceremony Day, creating space to reflect, learn, and honour the strength and resilience of Survivors; and

WHEREAS, the observance of June 30th creates a platform to raise awareness about the blanket as a symbol of belonging, protection, and ceremony; and encourages reconciliation for the historical and ongoing systems that remove children from Indigenous families and community; and

WHEREAS, Indigenous Survivors Day is a solemn reminder of the ongoing challenges faced by Indigenous communities, highlighting the importance of supporting Indigenous culture and language revitalization both in the Municipality of the County of Kings and across the country;

NOW THEREFORE, BE IT RESOLVED, that I, Dave Corkum, Mayor of the Municipality of the County of Kings,

DO HEREBY PROCLAIM June 30, 2026 as Indigenous Survivors Day in the Municipality of the County of Kings.

Request for Decision

Appendix D: Pride Month Proclamation

WHEREAS, the month of June is recognized as Pride Month in Canada, having been celebrated since 1971; and

WHEREAS, the Municipality of the County of Kings strives to be a “community of communities where all people belong”, including Two-Spirit, lesbian, gay, bisexual, transgender, queer and/or questioning, intersex, and asexual (2SLGBTQIA+) individuals and all others who identify with diverse sexualities, gender identities, and gender expressions; and

WHEREAS, the recognition of Pride aids in fostering belonging and celebrates the contributions of 2SLGBTQIA+ individuals while promoting public awareness; and

WHEREAS, the Municipality of the County of Kings is committed to ensuring that all individuals, regardless of their sexuality, gender identity, or gender expression, are able to live full and meaningful lives in a safe and accepting environment;

NOW THEREFORE, BE IT RESOLVED, that I, Dave Corkum, Mayor of the Municipality of the County of Kings,

DO HEREBY PROCLAIM June 2026 as Pride Month in the Municipality of the County of Kings.

TO	Committee of the Whole
PREPARED BY	Charissa Kleine Deters and Graysen Parker, Diversity Specialists
MEETING DATE	May 19, 2026
SUBJECT	Diversity Programming and Services Update

ORIGIN

- [Toward Equity and Diversity: A Strategy for Belonging in the Municipality of the County of Kings](#)

RECOMMENDATION

That Committee of the Whole receive the May 19, 2026 Diversity Programming and Services Update Briefing as information.

INTENT

To inform the Committee of the Whole of past diversity initiatives and events for the 2025/2026 year and look ahead at upcoming events.

DISCUSSION

The Strategy for Belonging and its corresponding Implementation Plan guide the work of Diversity Specialists, and organize Municipal action areas across six pillars by themes of: Economic Empowerment; Truth, Awareness, & Advocacy; Access & Equitable Service Delivery; Cultural Celebration & Reflection of Diversity; Creating Safe Spaces, Land, and Built Environment; and Demonstrating Leadership & Enhancing Representation.

In 2025, staff contributed to the development of the [Asset Naming Policy](#), which was adopted by Council and is being utilized collaboratively across departments. The [Land Acknowledgement Policy](#) was also adopted in 2025 and diversity staff have supported the organizational implementation of the practice through Council meetings, committees, and events. Staff continually review existing policies for opportunities to amend language to be more inclusive and equitable. In the upcoming year, the multilingual signage initiative within the Strategic Plan, which increases representation and promotes Mi'kmaw language revitalization, will be prioritized.

Diversity staff are responsible for organizing and supporting several key annual events that contribute to the cultural vitality of our community. Examples include the African Heritage Month Launch, the International Women's Day Luncheon, the Pride Month Launch and Flag Raising, and the Welcome to the Beach Party, which celebrates Indigenous History Month and National Indigenous Peoples Day. Additional events include Party in the Park, featuring the Seasonal Agricultural Workers Soccer Tournament, the Multicultural Festival held in Kentville's Centre Square, and the Mi'kmaw History Month Art Exhibition.

In addition to these annual initiatives, staff actively participate in and support a variety of events and organizations throughout the region. Staff also prepare proclamation requests for Council and develop social media content to acknowledge various days of significance throughout the year.

Diversity staff facilitate training for all staff on the Strategy for Belonging and provide additional training opportunities for both Council and colleagues around a variety of topics. The "Kairos Blanket Exercise" is offered annually in June and ensures all staff develop a shared understanding of the impact of colonialism on Indigenous peoples and communities in Canada.

The Diversity Kings County Committee is a standing committee of Council that meets monthly with the mission to determine where and how racism, discrimination, and exclusion manifest in the Municipality of the County of Kings. At each meeting, there is a presentation by diversity staff or an external organization.

The Municipality is preparing to re-offer “Windows and Mirrors”, a program started in 2024 that mentored African Nova Scotian and Black youth in becoming published authors. The second volume of Windows and Mirrors will feature two groups – female-identifying and 2SLGBTQIA+ youth – and give them a safe environment to write stories that reflect their experiences. The published collection of their works will be launched through an event in the fall.

The table below provides an overview of upcoming events.

Upcoming Events	Date/Time	Location
Pride Month Launch and Flag Raising	June 4 at 6:00PM	Council Chambers
Welcome to the Beach Event	June 20 at 1:00PM	Aylesford Lake Beach
Party in the Park	August 16 at 12:00PM	Waterville Recreation Park
Multicultural Festival	August 23 at 11AM	Centre Square, Kentville

FINANCIAL IMPLICATIONS

- Current work is funded through the 2025/2026 Operating Budget.
- Future work will be supported by the 2026/2027 Operating Budget.

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Annual update on Diversity Programming and Services

APPENDICES

- None

APPROVALS

Brittany Traynor, Manager, Community Development May 7, 2026

Andrea Hyslop, Deputy Chief Administrative Officer May 7, 2026

TO	Committee of the Whole
PREPARED BY	Scott MacKay, Manager of Revenue
DATE	May 19, 2026
SUBJECT	Amendments to By-law 98: Wastewater Sewer

ORIGIN

- First introduction to Committee of the Whole

RECOMMENDATION

That Committee of the Whole recommend Municipal Council give first reading to amend By-law 98, the Wastewater Sewer By-law, as detailed in the May 19, 2026 Request for Decision.

INTENT

To provide the Committee with the necessary information to consider amendments to By-law 98, the Wastewater Sewer By-law, providing for exemptions under exceptional circumstances and updating of the sewer capital charges.

DISCUSSION

Following discussions with several ratepayers, it was determined that there could be instances of sewer charges being levied that warrant a more detailed review. In certain instances, the feasibility of a sewer connection has been called into question, and it may be appropriate for the Municipality to entertain applications from ratepayers for specific exemptions to the Municipality's sewer rate. In such cases, it is proposed that the Municipal Engineer be provided the authority to issue a certificate of exemption from the sewer charge in the interest of fairness, should the prospect of connection be deemed unfeasible. The decision would be at the sole discretion of the Municipal Engineer.

Under the proposed changes, such exemptions would be transferable to new owners.

The Municipal Engineer would have the authority, under certain conditions, to revoke the exemption should circumstances relating to the property or application change.

FINANCIAL IMPLICATIONS

- Several properties may be exempted from the levying of sewer charges, as deemed appropriate by the Municipal Engineer. The loss of revenue is expected to be negligible.

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Periodic Review of Municipal By-law to ensure fairness of application

ALTERNATIVES

- No alternatives are recommended.

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).
- 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).

ENGAGEMENT

- Feedback from ratepayers has been received by Municipal staff, eliciting a review and of the current By-law.

APPENDICES

- Appendix A: By-law 98 Wastewater Sewer By-law

APPROVALS

Mike Livingstone, Director of Finance & IT	April 28, 2026
Terry Kelly, In-house Solicitor	May 7, 2026
Scott Conrod, Chief Administrative Officer	May 15, 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 # 98

WASTEWATER SEWER BY-LAW

SUBTITLE

A By-law to 1) prescribe standards and specifications for connecting to ~~a sewer system-wastewater facilities~~ owned by the Municipality of the County of Kings, 2) the conditions under which connections may be made, and 3) providing for the Recovery of Capital Costs of Installing a ~~Sanitary~~ Sewer System in certain communities in the Municipality of the County of Kings.

PREAMBLE & ENACTMENT

WHEREAS the Municipality has legislative authority and responsibility with respect to levying a Sewer Service Charge on taxable property assessments within a certain area, as well as imposing, fixing and providing methods of enforcing payment of charges, all to recoup the operating and maintenance costs of Municipality owned wastewater facilities;

AND WHEREAS the Municipality has legislative authority and responsibility with respect to levying a Sewer Service Charge on taxable property assessments within a certain area, as well as imposing, fixing and providing methods of enforcing payment of charges, all to recoup the municipal portion of the capital costs of installing a Sewer System;

AND WHEREAS the Municipality desires to enact a by-law to prescribe standards and specifications for connections to municipal wastewater facilities;

AND WHEREAS the Municipality desires to enact a by-law to impose, fix and provide for such a system and methods of enforcing payment of all such charges and fees in the communities requesting sewer services;

BE IT ENACTED by the Council of the Municipality as follows:

Part 1: TITLE

This By-law may be cited as the Wastewater Sewer By-law ~~for the Municipality of the County of Kings~~, and shall apply to the Municipality of the County of Kings.

Part 2: INTERPRETATION

In this By-law the word “shall” is mandatory ~~and not permissive~~. Words used in the present tense shall include the future. Words used in the singular shall include the plural except where otherwise indicated, and words used in the plural shall include the singular.

Part 3: DEFINITIONS

- 3.1 BACKFLOW VALVE means a check valve or other mechanical device designed to allow wastewater to flow in one direction and mitigate against wastewater backing up into a Building.
- 3.2 BUILDING means a type of structure, whether temporary or permanent, that is roofed and that is used for the shelter or accommodation of persons, animals, material or equipment, excluding frames for sheltering crops, ~~that~~ may require sewer services.
- 3.3 CAR WASH FACILITY means a Lot to be used primarily to clean the exterior and/or interior of vehicles, including washing by hand, automated equipment, and automobile detailing.
- 3.4 SELF-STORAGE FACILITY means a building or a part of a building consisting of separate, individual, small, self-contained units that are leased or owned for the storage of business or household goods or contractor supplies.
- 3.5 COUNCIL means the Council of the Municipality.
- 3.6 ENGINEER means the Engineer of the Municipality and includes a person acting under the supervision and direction of the Engineer.
- ~~3.67~~ EXEMPTION CERTIFICATE means an issued approval from the Engineer, exempting a property owner from an obligation to pay the sewer service charge.
- ~~3.78~~ FIXED ROOF OVERNIGHT ACCOMMODATION means a Building or Buildings providing overnight accommodation to the travelling public, which may or may not contain an eating establishment.
- ~~3.89~~ FOOD ESTABLISHMENT means a food service facility such as a restaurant, canteen, or cafeteria where foods are prepared and/or sold.
- ~~3.910~~ GROSS FLOOR AREA means the aggregate of the floor areas of a building above or below grade, measured between the exterior faces of the exterior walls of the building at each floor level but excluding car parking areas within the building, and for the purpose of this clause, the walls forming a courtyard shall be deemed to be exterior walls.
- ~~3.101~~ HOME BASED BUSINESS means an accessory use of a residential dwelling and/or structures for employment involving the provision or sale of goods or services or both

goods and services to the public and where the dwelling is the principal residence of the business operator.

- 3.1~~42~~ LATERAL means the section of a Service Connection from the Sewer Main to the property line.
- 3.1~~23~~ LOT means any parcel of land that is contained as a separate lot description in a deed of land or as shown as an approved lot on an approved plan of subdivision filed in the [Land Registration Office](#)/Registry of Deeds.
- 3.1~~34~~ MUNICIPAL SERVICES SPECIFICATIONS MANUAL means the Manual adopted by Council pursuant to the Subdivision By-law [114#60](#).
- 3.1~~45~~ MUNICIPALITY means the Municipality of the County of Kings.
- 3.1~~56~~ ONE UNIT DWELLING means a dwelling containing one residential unit, including a mini-home but excluding a mobile home or a recreational vehicle.
- 3.1~~67~~ OWNER as it refers to the owner of the property includes:
- i. A part owner, joint owner, tenant in common or joint tenant of the whole or any part of any Lot or Building;
 - ii. In the case of the absence, [death](#) or incapacity of the Person having title to the Lot or Building, a trustee, an executor, [a power of attorney](#), an administrator, a guardian, an agent, a mortgagee in possession ~~or other Person having the care or control of any Lot or Building;~~ and
 - iii. In the absence of proof to the contrary, the Person assessed for the property.
- 3.1~~78~~ PERSON includes a corporation and the heirs, executors, administrators or other legal representatives of a Person, but specifically excludes the Municipality.
- 3.1~~89~~ PERSONAL SERVICE SHOP means a Building or part of a Building related to personal health and grooming ~~services are~~ provided to individuals and, without limiting the generality of the foregoing, may include such establishments as barber shops, hair and nail salons, tattoo shops, massage therapy clinics, reflexology clinics, acupuncture clinics or tanning salons but excludes facilities for the manufacturing or fabrication of goods for sale.
- 3.1~~920~~ SEMI DETACHED DWELLING means a residential building that contains two residential units, which is divided vertically by a wall extending ground to roof and which is separated by open space from other buildings, and each residential unit has an independent entrance.
- 3.2~~01~~ SERVICE CONNECTION means a pipe and the necessary valves, ~~and~~ protective boxes, connections, thaw wires, meters and any other material necessary and actually used to connect a [Lot or](#) Building to a Sewer System.

- 3.2~~12~~ SEWER MAIN means the primary pipe owned by the Municipality that is used, or intended, for the collection and transportation of wastewater.
- 3.2~~23~~ SEWER PERMIT means a written application on a Municipally-issued form made to the Municipality by a property owner or representative requesting connection to a sewer system.
- 3.2~~24~~ SEWER SYSTEM means the Municipality owned structures, pipes, meters, devices, equipment or other things used, or intended, for the collection, transportation, pumping or treatment of wastewater, including but not limited to sewer connection laterals in a Road right-of-way up to a Lot line.
- 3.2~~35~~ THREE UNIT DWELLING means a residential building that contains three residential units and each residential unit has an independent entrance.
- 3.2~~46~~ TREASURER means the Treasurer of the Municipality, and includes a person acting under the supervision and direction of the Treasurer.
- 3.2~~57~~ WASHROOM FACILITY means a bathroom containing toilet(s) connected to the Sewer System.
- 3.2~~68~~ WATER UTILITY means a public water utility in any given area responsible for the delivery of water in that area.

Part 4: CONNECTIONS

- 4.1 No connection to the Sewer System shall be made unless a Sewer Permit has been issued by the Engineer and the Permit has not expired. A permit is valid for 365 days from the date of issuance, inclusive of that date. The Owner ~~or his/her agent~~ shall submit an application for a Sewer Permit allowing a Service Connection. The application shall be in the form prescribed by the Engineer. A Sewer Permit Application Fee, as set out by Policy of Council, shall be submitted with the application. An application is not complete until all supporting documentation and all fees required by Policy of Council are received by the Engineer. ~~Completed applications received by the Engineer before the effective date of this By-law shall be applications for the purposes of this By-law.~~ Within 30 business days of receipt of a completed application, the Engineer shall approve the application if it complies with this By-law. If the application is refused, the Engineer shall inform the applicant, in writing, of the reason(s) for the refusal.
- 4.2 Where a Service Connection is not installed or only a Lateral is installed, the Owner shall be responsible for the construction of the Service Connection from the property line of the lot to the Building. A Backwater Valve shall be installed on the Service Connection. The applicant shall not connect to the Sewer System without complying with the provisions of this By-law.
- 4.3 Where a Service Connection is installed, the Owner is responsible for the ongoing maintenance from the Sewer Main to the Building and, where necessary, the upgrade or

- replacement of the Service Connection from the property line [of the lot](#) to the Building and any related costs. In the case of an upgrade or replacement of a Service Connection, the Owner shall install a Backwater Valve at their expense.
- 4.4 The Municipality is responsible for the upgrade or replacement of a Lateral. If the ~~Municipal~~ [Municipal](#) Engineer determines that a repair or replacement of a Lateral is required due to objects, ~~or~~ debris [or otherwise](#) discharged by the Owner, the Owner is responsible for all costs incurred by the Municipality for said repair or replacement. If the Owner fails [to pay](#), all costs incurred by the Municipality, [the unpaid costs](#) shall form a first lien upon the [lot lands](#) in respect of which it is payable and shall have priority over every grant, deed, lease or other conveyance, and over every judgment, mortgage or other lien or encumbrance whatsoever affecting the property or the title thereto.
- 4.5 Every Person connecting to a Lateral or a Sewer Main shall construct the Service Connection according to the requirements of the Municipal Services Specifications Manual, ~~Municipal~~ [Building By-law #72](#), and the [current edition of the](#) National Plumbing Code of Canada, as determined by the ~~Municipal~~ [Municipal](#) Engineer.
- 4.6 A Backflow Valve shall be installed on the Service Connection in an accessible location if the basement floor elevation of the Building being connected is below the elevation of the manhole cover downstream of the point where the Service Connection enters the Sewer System.
- 4.7 A separate and independent Service Connection shall be provided for every Building except that multiple buildings on the same Lot may utilize a common Lateral if all of the following conditions are met:
- All Buildings utilizing a common Lateral are located in whole on a single Lot.
 - Provisions have been made that are satisfactory to the Engineer to prevent backflow conditions in the Buildings utilizing a common Lateral.
 - Provisions have been made that are satisfactory to the Engineer to allow for mechanical cleaning of the common Lateral.
 - Prior to installation, the Owner must submit a scaled site plan including property boundaries, easements, proposed and existing Building locations, driveway(s), and other topographical features of the Lot relevant to the installation as well as the proposed Service Connection and Lateral arrangement, proposed pipe sizes, slopes and connection details.
 - The Owner must submit detailed “fixture unit” calculations as described in the current edition of the [National Canadian](#) Plumbing Code [of Canada](#) for each Building in a form acceptable to the Engineer.
- 4.8 The Owner of multiple buildings on the same Lot utilizing a common Lateral is responsible for all repairs and maintenance of the entire Service Connection up to the connection of the Sewer System Main.

- 4.9 All charges as described in this By-law shall apply separately to all Buildings utilizing a common Lateral as if each Building had an independent Lateral.
- 4.10 The Engineer is authorized to enter at all reasonable times with reasonable notice upon any premises that are subject to this By-law to ascertain compliance with this By-law, including collection and verification of water meter readings, and inspection, repair or replacement of Municipality supplied water meters.
- 4.11 The Owner Person to whom a permit has been issued, ~~or his authorized agent or successor~~, shall notify the Engineer when the subject Service Connection is ready for inspection and connection to the Sewer System.
- 4.12 The Engineer shall inspect the subject Service Connection within three (3) business days of the receipt of notice. If the subject Service Connection or any portion thereof is not in compliance with this By-law, the Engineer shall notify the Owner of the failed inspection and provide a description of all deficiencies noted and remedial actions required. Once all the remedial actions have been completed, the Owner may start the inspection process again.
- 4.13 Where a Service Connection is not to be installed in whole on a single Lot, the Owner of that Lot shall obtain and record at the Land Titles Registry Office or the Registry of Deeds a legal easement to allow for the installation and maintenance of the proposed Service Connection prior to its installation. A copy of this easement must be filed with the Engineer with the application.

Part 5: SEWER SERVICE CHARGE

- 5.1 Every Owner of a Lot upon which is located a Building(s) connected to a Sewer System, or a Lot which fronts on any street or highway within which a Sewer System has been installed, shall pay to the Municipality a charge known as the Sewer Service Charge for the construction, operation, and maintenance of the Sewer System. An exception to this requirement may be any property that does not conform to the Municipal Specifications Manual or for which it would be deemed to be an unreasonable expectation for connection due to topography or distance from the sewer main. Any decision relating to an exception under this section would be at the sole discretion of the Engineer.
- 5.2 Notwithstanding section 5.1, Sewer Service Charges shall not be levied against an owner if the owner is in possession of a valid exemption certificate issued by the Engineer. An exemption certificate may be issued where, in the opinion of the Engineer, connection to the Municipal Sewer System is impractical.
- 5.3 Exemption certificates issued by the Engineer are transferrable and may be assigned as required to a new owner in the event that the property is sold or otherwise transferred to a new owner.

5.4 Certificates may be revoked if information provided in the application for exemption is found to be false, inaccurate or otherwise misleading. ~~;~~ If the Municipality becomes aware that an on-site sewer system is no longer operating in compliance with current regulations, or if the Engineer determines that there are valid engineering or environmental concerns that warrant cancellation of the exemption, the exemption certificate shall be revoked and Municipal Sewer Service Charges shall be levied forthwith.

5.45 The Municipality is not obligated to consider or grant an exemption certificate. The decision of the Engineer regarding exemptions is final.

~~5.26~~ 5 a) The Sewer Service Charge for a One Unit Dwelling, each unit in a Semi-Detached Dwelling or a Three-Unit Dwelling, and Hockey Arenas shall be determined in accordance with the following formula: Sewer Service Charge = Multiplier x Base Rate where “Multiplier” is determined from Schedule “A” and “Base Rate” is set by Policy of Council.

b) The Sewer Service Charge for Car Wash Facilities shall be determined in accordance with the following formula:

Sewer Service Charge = 1.5 x Base Rate + Discharge x Discharge Rate where “Discharge” is the amount of wastewater exceeding the volume of forty thousand (40,000) imperial gallons per year according to a water meter and where the “Base Rate” and “Discharge Rate” are both set by Policy of Council.

i) Where a water meter is not installed, the Owner shall be responsible for installing a water meter(s) subject to the conditions in subsection 5.2 (f). With respect to new Car Wash Facilities must install the water meter(s) at time of construction.

ii) If the Car Wash Facility is a metered customer of a Water Utility, the Owner shall authorize the Water Utility to provide the Municipality the water meter data for the Car Wash Facility for purposes of calculating the Sewer Service Charge.

c) The Sewer Service Charge for each Building except for One Unit Dwellings, Semi-Detached Dwellings, Three Unit Dwellings, Hockey Arenas, and Car Wash Facilities, shall be determined in accordance with the following formula: Sewer Service Charge = Multiplier x Base Rate where “Multiplier” is determined from Schedule “A” and “Base Rate” is set by Policy of Council.

d) The Owner of a Building described in 5.1 (c) may apply to the Engineer, no later than March 31 of each year, for a Sewer Service Charge Variance to permanently have their Sewer Service Charge calculated and charged based on water meter readings.

i) The application shall be in the form prescribed by the Engineer. A Sewer Service Charge Variance Fee, as set out by Policy of Council, shall be submitted with the application. An application is not complete until all supporting documentation and all fees required by Policy of Council are

received by the Engineer. Complete applications received by the Engineer before the effective date of this By-law shall be applications for the purposes of this By-law.

ii) Within 20 business days of receipt of a complete application, the Engineer shall approve the application if it complies with this By-law. If the application is refused, the Engineer shall inform the applicant, in writing, of the reason(s) for the refusal.

iii) If the Engineer approves the Service Charge Variance, the Sewer Service Charge shall be determined in accordance with the following formula: Sewer Service Charge = 1.5 x Base Rate + Discharge x Discharge Rate where "Discharge" is the amount of wastewater exceeding the volume of forty thousand (40,000) imperial gallons per year according to a water meter and where the "Base Rate" and "Discharge Rate" are both set by Policy of Council.

iv) If the Building is a metered customer of a Water Utility, the Owner shall authorize the Water Utility to provide the Municipality the water meter data for the Building for purposes of calculating the Sewer Service Charge.

v) Where a water meter is not installed, the Owner shall be responsible for installing a water meter(s) subject to the conditions in subsection 5.2 (f). The Sewer Service Charge Variance shall not take effect until all water meters are installed in compliance with this By-law.

vi) Once a Service Charge Variance has been approved by the Engineer, the Owner cannot apply to have their Sewer Service Charge changed to the method specified in 5.1 (c).

- e) In making the calculation referred to in subsection 5.1 (c) and 5.1 (d), the total Sewer Service Charge for each individual Building on the same Lot shall be calculated and charged for separately from any other Buildings on that Lot.
- f) In making the calculation referred to in subsections 5.1 (b) and 5.1 (d), where a water meter is not installed:
- i) The Owner shall be responsible for installing a water meter, supplied by the Municipality, on each well that the Building receives water from. All water meters will be installed by May 15 unless otherwise authorized by the Engineer.
 - ii) The Owner shall be responsible for cost of the water meter(s) and installation.
 - iii) The Owner or their authorized agent or successor shall notify the Engineer when the subject water meter(s) is ready for inspection.

- iv) The Engineer shall inspect the subject water meter(s) within three (3) business days of the receipt of notice. If the subject water meter(s) or any accessories thereof are not in compliance with this By-law, the Engineer shall notify the Owner of the failed inspection and provide a description of all deficiencies noted and remedial actions required. Once all the remedial actions have been completed, the Owner may start the inspection process again.

~~5.367~~ The Owner of a property situated within one hundred (100) feet of the upper end of termination of a Sewer System shall pay the same rate as if the Sewer System was to pass in front of such property.

~~5.478~~ The Sewer Service Charge shall form a first lien upon the lands in respect of which it is payable and shall have priority over every grant, deed, lease or other conveyance, and over every judgment, mortgage or other lien or encumbrance whatsoever affecting the property or the title thereto.

~~5.589~~ The Sewer Service Charge shall be due from the date by which the Service Connection is made, and in the case of a connection existing at the time that this By-law is adopted, shall be due from that date.

~~5.6910~~ Sewer Service Charge shall be payable on the dates for payment of the taxes in each year.

~~5.7101~~ The Sewer Service Charge and interest thereon is collectable in the same manner as taxes and, at the option of the Treasurer, be collected at the same time, and by the same proceedings, as taxes.

~~5.8142~~ In the event that any property liable for Sewer Service Charge is sold for non-payment of property taxes, the Municipality may deduct from the proceeds of such sale the full amount, for which such property is then liable for Sewer Service Charge, although the whole may not have been then payable.

~~5.9123~~ Every Person connecting to the Sewer System shall pay a non-refundable Sewer Permit Application Fee as set out by Policy of Council.

~~5.10134~~ Every Person connecting to the Sewer System who requires the installation of a Service Connection from the property line to the Sewer System shall pay the Sewer Service Connection Fee as set out by Policy of Council for each Sewer Connection. The Sewer Service Connection Fee must be paid prior to the approval of the application.

~~5.11145~~ For any other service requests such as dye tests, the fees are as set out by Policy of Council.

~~5.12156~~ Notwithstanding sections 5.1 and 5.2, the Sewer Service Charge does not apply to any part of Wolfville Ridge Hamlet Phase 1 except those properties listed in Part 7.1.

Part 6: SEWER CAPITAL CHARGE

- 6.1 Part 6 shall apply only to those Sewer Systems as described in “Schedule B” and is limited to Sewer Connections applied for subsequent to the enactment of this By-law.
- 6.2 Notwithstanding Part 5 and in addition to the requirements of Part 5 there shall be Sewer Capital Charge as herein described.
- 6.3 Every Owner of a Lot upon which is located a Building connected to a Sewer System identified in Schedule “B”, or which Lot fronts on any street or highway within which a Sewer System identified in Schedule “B” has been installed, shall pay a charge known as the Sewer Capital Charge for the construction of the Sewer System. The Sewer Capital Charge relating to each such Sewer System is set out in Schedule “B”.
- 6.4 The Sewer Capital Charge shall form a first lien upon the lands in respect of which it is payable and shall have priority over every grant, deed, lease or other conveyance, and over every judgment, mortgage or other lien or encumbrance whatsoever affecting the property or the title thereto.
- 6.5 The Treasurer shall notify the Owner of any such lands of the basis of the Sewer Capital Charge assessment and the amount payable.
- 6.6 In the event that any property liable for Sewer Capital Charge is sold for nonpayment of property taxes, the Treasurer may deduct from the proceeds of such sale the full amount for which such property is then liable for Sewer Capital Charge although the whole may not have been then payable.
- 6.7 The Sewer Capital Charge levied under this By-law shall be due sixty (60) days after filing of a certificate of completion by the Engineer, and payable on the date for payment of general rates in each year.
- 6.8 The Sewer Capital Charge shall form a first lien upon the lands in respect of which it is payable and shall have priority over every grant, deed, lease or other conveyance, and over every judgment, mortgage or other lien or encumbrance whatsoever affecting the property or the title thereto.
- 6.9
 - a) If an application for a Sewer Permit is received by the Municipality within 365 days of the date that the Engineer signed the certificate of completion, the Sewer Capital Charge may, at the election of the Owner of a property, be paid in installments over a period of up to ten (10) years, subject to an interest rate as set out by Policy on a declining balance;
 - b) If the Sewer Permit application is received after the 365-day period, the entire amount of the Sewer Capital Charge shall be due and payable upon application for the Sewer Permit;
 - c) If the Owner defaults in any one annual installment, the entire balance of the Sewer Capital Charge becomes due and payable; and

- d) The base sewer charge will be indexed annually based on the prior year's October Nova Scotia Consumer Price Index (all goods). In the event of decrease in the prior year's October Nova Scotia Consumer Price Index (all goods), the base sewer charge from the prior period will be maintained and subsequent year indexing will be adjusted to offset the decrease.
- e) ~~The Sewer Capital Charge will be indexed upwards yearly by the Sewer Capital Charge Index Rate as set out by Policy.~~

Part 7: EXCEPTIONS

- 7.1 Notwithstanding any other part of this By-law, no new Service Connections shall be permitted to that part of the Sewer System located in Wolfville Ridge Hamlet Phase 1. The six properties in that Hamlet which currently benefit from a Service Connection are as follows:
- i. 3288 Greenfield Road, AAN 02543966, PID 55224018;
 - ii. 3284 Greenfield Road, AAN 02111985, PID 55224000;
 - iii. 3264 Greenfield Road, AAN 03889084, PID 55223994;
 - iv. 3275 Greenfield Road, AAN 05257824, PID 55190722;
 - v. 3287 Greenfield Road, AAN 04547233, PID 55190730;
 - vi. 3295 Greenfield Road, AAN 01901907, PID 55190755.

Part 8: REPEAL

- 8.1 Sewer Charge By-law # 27A of the Municipality of the County of Kings entitled Sewer Charge By-law and By-law # 27B of the Municipality of the County of Kings entitled Sewer Connection By-law are hereby repealed.

Part 9: EFFECTIVE DATE

- 9.1 This By-law will come into force and take effect on the ~~first day of October 2016~~ date of its publication.

History of this By-law

Enacted - November 15, 2013

Amended - October 1, 2016

Amended - July 26, 2018

Amended - TBD

SCHEDULE "A" - SEWER SERVICE CHARGE UNITS (Effective April 1, 2018)

Feature	Multiplier
One Unit Dwelling or Home Based Business (subject to determination of the Engineer)	1.0
Each unit in a Semi-Detached Dwelling or Three Unit Development	1.0
Multi-unit Development	1.5
Each unit in a Multi-unit Development	0.6
Each Academic Classroom in an Education Facility	1.0
Mobile Home or Mini Home not in a Licensed Park	1.0
Each site in a Mobile Home Park as per Municipal License	1.0
Commercial Campground and Trailer Parks	1.5
For each twenty (20) camp sites or fraction thereof add	1.0
Church, Church Hall, and Community Hall	1.0
Laundromat	1.5
For each washing machine add	0.2
Picnic Parks and Fairgrounds with Washroom Facility	1.0
Fixed Roof Overnight Accommodation	1.5
For each guestroom add	0.1
Food Establishment not licensed by NSLC or Alcohol & Gaming with up to twenty (20) seats	1.5
For each additional ten (10) seats or fraction thereof add	0.2
Premise licensed by NSLC or Alcohol & Gaming with up to ten (10) seats	1.5
For each additional five (5) seats or fraction thereof add	0.2
Drive-through Restaurant or Theatre with or without Canteen with one (1) Washroom Facility	1.5
For each additional Washroom Facility add	0.5
Service Station, Gas Station, and Gas Bar	1.5
For each convenience store add	0.5
For each automatic car wash bay	0.5
Personal Service Shop	1.5
For each Chair add	0.2
Hospital (includes any accessory uses such as a cafeteria)	1.5
For each fixed adjustable Chair in which personal services are administered to customers add	0.4
Institutional Care and Vocational Facility other than a Hospital	1.5
For each Food Establishment add	1.0
For each five (5) bed or fraction thereof add	1.0
Day Care Facility providing care for more than four (4 people) on a daily basis without overnight accommodation	1.5
Self-Storage Facility	1.0
Hockey Arenas	1.5
Other Commercial or Institutional use up to 1,000 m ²	1.5
For each additional 1,000 m ² of Gross Floor Area or fraction thereof add	0.5
Each Lot upon which no building has been constructed and not subject to final approval as a subdivision	
For every 200 feet of frontage or portion thereof that is not in active agricultural use	0.30
For every 1,000 feet of frontage or portion thereof that is in active agricultural use	0.30

SCHEDULE "B"**a) Greenwich Road South**

All Lots at Greenwich serviced by a Sewer System and without limiting the foregoing, the applicable portions of the following shall pay a Sewer Capital Charge of five thousand two hundred ninety three and 05/100 dollars (\$5,293.05) for each Lot and, in the case of public schools the sum of five thousand two hundred ninety three and 05/100 dollars (\$5,293.05) for each Academic Classroom.

b) Avonport

All Lots at Avonport serviced by a Sewer System and without limiting the foregoing, the applicable portions of the following shall pay a Sewer Capital Charge of five thousand two hundred ninety three and 05/100 dollars (\$5,293.05) for each Lot and, in the case of public schools the sum of five thousand two hundred ninety three and 05/100 dollars (\$ \$5,293.05) for each Academic Classroom.

c) Wolfville Ridge Hamlet Phase 1

The six properties to which the Capital Charge of five thousand dollars (\$5,120) applies to are the following.

- i. 3288 Greenfield Road, AAN 02543966, PID 55224018;
- ii. 3284 Greenfield Road, AAN 02111985, PID 55224000;
- iii. 3264 Greenfield Road, AAN 03889084, PID 55223994;
- iv. 3275 Greenfield Road, AAN 05257824, PID 55190722;
- v. 3287 Greenfield Road, AAN 04547233, PID 55190730;
- vi. 3295 Greenfield Road, AAN 01901907, PID 55190755.

TO Committee of the Whole
PREPARED BY Tyler Honeywood, Manager of Financial Reporting
MEETING DATE May 19, 2026
SUBJECT Guarantee Resolution: Valley Region Solid Waste-Resource Management

ORIGIN

- First Introduction

RECOMMENDATION

That Committee of the Whole recommend Municipal Council approve the Valley Region Solid Waste-Resource Management Authority Municipal Partner Guarantee Resolution, as detailed in the Request for Decision dated May 19, 2026, in the amount of \$1,401,001.

INTENT

To have Municipal Council consider the Valley Region Solid Waste-Resource Management Authority’s (VWRM) request for the Municipality of the County of Kings to guarantee its proportional share of debenture financing in the amount of \$1,401,001.

DISCUSSION

This request relates to the 2026/27 Temporary Borrowing Resolution (TBR) requested by VWRM.

VWRM requires a Nova Scotia Department of Municipal Affairs (DMA) approved TBR to access financing through the Municipal Finance Division (MFD) of the Nova Scotia Department of Finance and Treasury Board. DMA approval requires Guarantee Resolutions from each municipal partner; together, these satisfy MFD lending requirements.

The VWRM TBR contains the following capital purchases with a total cost of \$2,400,000 of which the Municipality is asked to guarantee \$1,401,001 (58.38% which represents the Municipality’s pro rata share of VWRM in fiscal 2026-27):

DEBT FINANCING GUARANTEE REQUIRED		
Municipality of the County of Kings	58.38%	\$1,401,001
Municipality of the County of Annapolis	21.11%	\$506,736
Town of Kentville	8.06%	\$193,446
Town of Wolfville	6.98%	\$167,506
Town of Berwick	2.72%	\$65,348
Town of Middleton	1.91%	\$45,865
Town of Annapolis Royal	0.84%	\$20,098
Total Capital Requirements for Borrowing Resolution	100.00%	\$2,400,000

The following table breaks down what is being financed through this debenture issue.

CAPITAL SPENDING TIES TO DEBENTURE FINANCING		
PURPOSE	Loan Amount	Term (Years)
Dodge 1500 Reg Cab 4x4 w/Lift Gate	\$85,000	5
Dodge 2500 Reg Cab 4x4	\$95,000	5
Warehouse	\$750,000	20
EMC Painting to Match Expansion	\$80,000	5
EMC Camera Upgrades	\$40,000	5
Sprinkler System/Fire Rover	\$100,000	5
Cardboard Baler Upgrade	\$250,000	5
WMC Transfer Station Expansion (Design Build)	\$1,000,000	20
TOTAL	\$2,400,000	

FINANCIAL IMPLICATIONS

- Debenture guarantees have no financial impact unless VWRM defaults, in which case partners share the net debt proportionally.
- Loan guarantees do not factor into financial indicators or affect borrowing capacity.
- DMA requires municipal Guarantee Resolutions before approving inter-municipal borrowing.

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	To enable VWRM to secure debenture financing for capital purchases

ALTERNATIVES

- No alternatives are recommended.

IMPLEMENTATION

- DMA requires that the Guarantee Resolution is duly passed at a meeting of the Council of the Municipality of the County of Kings.
- Municipal Clerk will sign the requested copies of the Guarantee Resolution and circulate to the appropriate parties.

ENGAGEMENT

Request for Decision

- The capital expenditures and financing sources were approved as part of the VWRM capital budgeting process.

APPENDICES

- None

APPROVALS

Mike Livingstone, Director of Finance & IT

May 12, 2026

Scott Conrod, Chief Administrative Officer

May 15, 2026

TO	Committee of the Whole
PREPARED BY	Louanne Comeau, GIS Technician, Civic Address Coordinator
MEETING DATE	May 19, 2026
SUBJECT	Renaming a section of Jake Reid Road South to Wildflower Lane

ORIGIN

- First introduction

RECOMMENDATION

That Committee of the Whole recommend Municipal Council approve renaming Jake Reid Road South, road authority #KI1374-001, to Wildflower Lane as described in the Request for Decision dated May 19, 2026.

INTENT

For Committee of the Whole to recommend that Municipal Council approve renaming Jake Reid Road South.

DISCUSSION

A property owner residing on Jake Reid Road raised concerns about emergency services locating properties on Jake Reid Road and Jake Reid Road South, as the section between these roads is undeveloped and impassable. Both roads are owned and maintained by the Nova Scotia Department of Public Works.

To minimize impact, Jake Reid Road South was selected for renaming since it has only one addressed dwelling (see Image 3). Renaming Jake Reid Road South would improve clarity for locating the properties on both roads. The proposed new name, Wildflower Lane, was suggested by the sole resident.

The process for street renaming is outlined in Section 15 of [By-law 96, the Civic Address and Street Name By-law](#). This section of the By-law states that a street name change can only occur if it does not create a public safety concern. Considerations also include the potential for confusion by renaming the street, the number of affected residential or business units, and the potential cost to property owners.

The proposed street name must follow the Street Naming Guidelines in Schedule A of the By-law. In this case, renaming Jake Reid Road South would improve public safety, impact only one property owner, and the suggested road name adheres to the Street Naming Guidelines.



Image 1. Road impassable sign near civic #165 Jake Reid Road from April 2026



Image 2. Road impassable sign near civic #28 Jake Reid Road South from April 2026

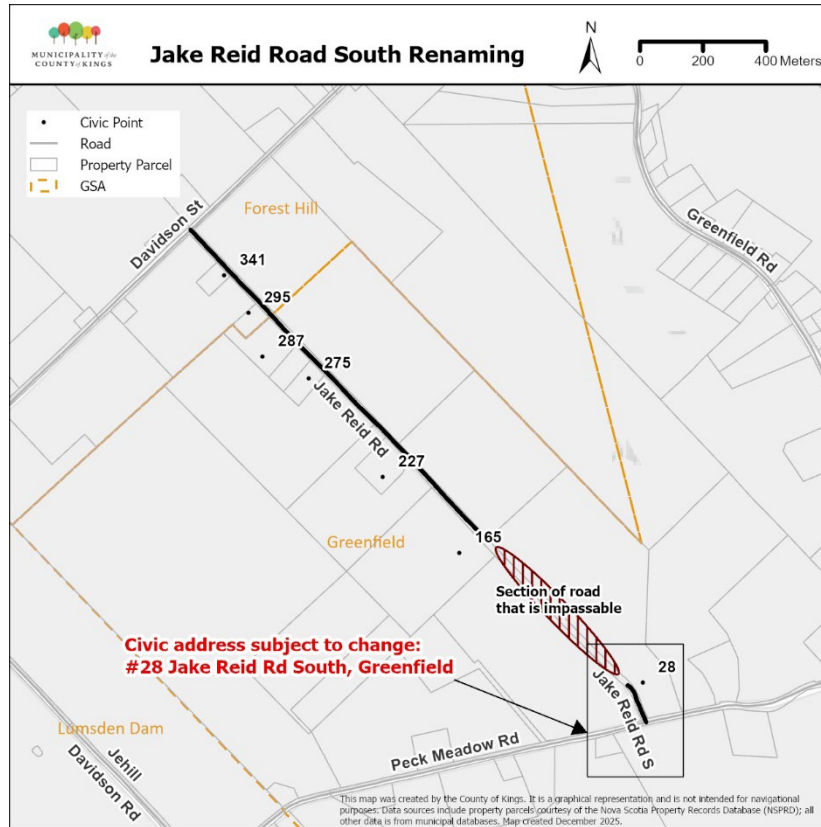


Image 3. Map showing Jake Reid Road, Jake Reid Road South, and the section that is impassible between both roads.

FINANCIAL IMPLICATIONS

- None: new road signage is the responsibility of the Province and there will be no cost to the Municipality.
- The civic numbers of the impacted properties will remain the same, allowing residents to reuse their existing civic number signage.
- There may be some small financial impact to the residents if they are required to pay for reissuance of personal documents containing their civic address.

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Civic addressing is a core ongoing responsibility of the Municipality

Request for Decision

ALTERNATIVES

- No alternatives are recommended.

IMPLEMENTATION

- Inform the Nova Scotia Department of Public Works of the approved name.
- Inform affected resident of the approved name and provide implementation date.

ENGAGEMENT

- A petition was conducted, reaching 100% agreement from the affected resident.

APPENDICES

- None

APPROVALS

Chad West, Manager, IT April 17, 2026

Mike Livingstone, Director, Finance & IT April 27, 2026

Scott Conrod, Chief Administrative Officer May 15, 2026

TO	Committee of the Whole
PREPARED BY	Craig Gibson, Emergency Services Coordinator
MEETING DATE	May 19, 2026
SUBJECT	After-Action Report and Improvement Plan for 2025 Lake George Wildfire

ORIGIN

- First introduction to Committee of the Whole

RECOMMENDATION

That Committee of the Whole receive the Lake George Wildfire After-Action Report and Improvement Plan as found in Appendix A of the May 19, 2026 Briefing for information.

INTENT

For the Committee to be briefed on the Lake George Wildfire After-Action and Improvement Plan and to accept the Plan as information.

DISCUSSION

In September 2025 the Municipality experienced a devastating disaster known as the Lake George Wildfire. As a result of the wildfire a Local State of Emergency was declared, and the Emergency Command Centre (ECC) was activated and staffed for the next twelve days by Kings Municipal staff and its Regional Emergency Management Organization (REMO) partners (Towns of Berwick, Kentville, and Wolfville). The Local State of Emergency lasted from September 29 to October 10, 2025.

Activation of the ECC requires an After-Action Report and Improvement Plan. The objective is to consult and work with REMO partners to develop a plan that is a critical analysis of the event to enhance ECC readiness, coordination, and interagency collaboration during future activations. The report captures the emergency response, the challenges during the emergency incident, and makes recommendations that will support improvements. The report was approved by the Regional Emergency Management Advisory Committee on March 16, 2026.

The information presented should be considered in the context of continuous improvement, allowing all organizations involved to learn from experiences to enhance their capabilities for future emergencies.

As part of the Lake George Wildfire After-Action Report and Improvement Plan, the following statistics and information were gathered:

- Approximately 288 hectares (712 acres) burnt
- Structure Protection Units (SPU's) helped save 85 dwellings, using over 600 sprinklers
- No loss of life
- No dwellings destroyed
- Evacuations impacted 355 civic addresses
 - 275 dwellings (permanent and seasonal) evacuated (Lake George)
 - 56 civics placed on evacuation alert (surrounding area)
 - 24 undetermined

Agencies Engaged:

- NS Department of Emergency Management (NSDEM)
- NS Department of Natural Resources
- NS Department of Public Works
- Kings District RCMP
- Canadian Red Cross
- Valley Search & Rescue
- Salvation Army
- Kings County Volunteer Fire Departments plus mutual aid assistance from neighbouring Municipalities

In conclusion, the overall feedback from participants and NSDEM personnel indicates the activation of the ECC response to this wildfire was a success. It demonstrated that REMO has trained staff appropriately to deal with disasters such as this. NSDEM indicated that it was evident that staff had a strong understanding of their assigned roles and responsibilities. Ongoing training with our staff will ensure future emergencies will also have positive outcomes, i.e. hurricanes, flooding, or snow events.

FINANCIAL IMPLICATIONS

- N/A

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Effective cooperation between Municipal and Provincial partners, including positive integration with NSDEM Regional Operations Officer

ALTERNATIVES

- None

IMPLEMENTATION

- To commence working with ECC staff to ensure recommendations of the After-Action Report and Improvement Plan are put in place and have quarterly ECC training exercise/tabletop scenarios in the ECC.

ENGAGEMENT

- Ongoing Engagement sessions with Department of Emergency Management Regional Operations Manager, Kings County Regional Emergency Management Advisory and Planning Committees for their review, input and approval on the AAR-IP.

APPENDICES

- Appendix A: Lake George After-Action Report and Improvement Plan

APPROVALS

Terry Brown, Manager of Inspections & Enforcement	April 23, 2026
Patricia Javorek, Director, Planning & Inspections	April 23, 2026
Andrea Hyslop, Deputy Chief Administrative Officer	April 24, 2026
Scott Conrod, Chief Administrative Officer	April 29, 2026

Kings REMO
Lake George Wildfire
After-Action Review & Improvement Plan

Prepared by Craig Gibson
Emergency Services Coordinator
Submitted March 16, 2026
Kings Regional Emergency Management Advisory Committee



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Purpose and Objectives of the After-Action Review

The After-Action Review and Improvement Plan (AAR/IP) is not an exhaustive account of the emergency incident, but rather a critical analysis to enhance Emergency Coordination Centre (ECC) readiness, coordination, and interagency collaboration during future activations. This report attempts to capture the response of the Municipality of the County of Kings and supporting agencies, the challenges during the emergency incident, and details that will support future improvements.

This AAR is not intended to assign blame or liability but rather used as a tool for organizational learning and development. The information presented should be considered in the context of continuous improvement, allowing all organizations involved to learn from experiences to enhance their capabilities for future emergencies.

This AAR strives to answer the following questions:

- What happened during the event?
- What worked well?
- What were the challenges?
- What should/could be changed for next time?

The information presented should be considered in the context of continuous improvement, allowing all organizations involved to learn from experiences to enhance their capabilities for future emergencies.

Incident Overview

Incident Name:	Lake George Wildfire
Event Dates	September 29 – October 9, 2025
ECC Activation Level	Level 2 (Partial Activation) transitioning to daytime operations 07:00 to 19:00 daily until deactivation
Event Destruction	No loss of life or homes burnt; evacuations impacted 355 civic addresses (~79 full-time), 275 homes evacuated, 56 on Alert, Sprinklers helped save 85 homes, using over 600 sprinklers. Approximately 288 hectares (approximately 712 acres) burnt.
Municipal Involvement	Municipality of the County of Kings; Town of Berwick, Town of Kentville, and Town of Wolfville
Agencies Engaged	<ul style="list-style-type: none"> • NS Department of Emergency Management (NSDEM) • NS Department of Natural Resources (DNR) • NS Department of Public Works (DPW) • Kings RCMP • Canadian Red Cross (Red Cross) • Valley Search & Rescue • Salvation Army
Population Impacted	355 Civic Addresses within the Evacuation Zone, and of that number 79 suspected as full-time residences
Primary ECC Functions Activated	ECC Incident Commander, Liaison Officer, Public Information Officer, Operations Chief, Finance, and Scribe for the Incident Commander

Key Coordination Activities

1. Alert Ready Messaging

Kings Regional Emergency Management Office (REMO) coordinated with Shubenacadie Radio Communications Centre (SRCC) to issue targeted Alert Ready messages throughout the event. The table below summarizes the alert ready messaging provided.

Date	Time	Alert Details
September 29, 2025	17:00	Evacuation Alert
	18:00	Evacuation Order – southern boundary of Lake George, to the northern boundary of Lake George
	20:59	Evacuation Order Update – Old Mill Lane southwest to Simpson Cove Lane
	21:33	Evacuation Order Update – Simpson Cove Rd to the south, along both sides of North River Road to Aylesford Lake Beach (580 North River Road)
September 30, 2025	20:07	Evacuation Alert – southwest of Aylesford Lake Beach (Birch Lane, Spruce Drive and Blue Lane)
October 1, 2025	22:15	Evacuation Order Update – Aylesford Road from, and including, Fox Mountain Campground to Civic 3847 Aylesford Road; all civics on Spruce Drive, Birch Lane and Blue Lane; all civics between 5 North River Road to 1493 North River Road
October 9, 2025	10:00	Evacuation Rescind – phased re-entry with all areas open to the public as of 14:00; the active wildfire zone remains barricaded and only staff responding to the wildfire are permitted in the area, which includes Aylesford Road between G-2 Road and 5789 Aylesford Road

2. Declaration of State of Local Emergency (SOLE)

SOLE declared for the Lake George area on September 29, 2025, at 17:55, authorizing emergency control measures and resource coordination. The SOLE was renewed on October 6th and ended on October 13th.

3. Reception Centre and Shelter

The Red Cross operated the Louis Millett Community Complex Reception Centre/Shelter. There were 213 households and 410 individuals registered with the reception centre and shelter at 09:30 on October 9, 2025. The Red Cross Emergency Reception Centre and Shelter were deactivated on October 9, 2025.

4. Salvation Army Food Truck

On October 6, 2025, the Kings REMO submitted a Request for Assistance to the Provincial Coordination Centre (PCC) for the Salvation Army Food Truck. From October 7 – 9, 2025, the Salvation Army Food Truck provided meals to evacuees at the Louis Millett Centre.

5. ECC Operations and Transition

The ECC was initially activated for 24/7 but on October 1st, transitioned to 07:00 to 19:00 operations until it was deactivated at 19:00 on October 9, 2025.

Strengths During the Event and What Worked Well

Collaboration and Coordination

- Effective cooperation between municipal and provincial partners, including positive integration with NSDEM Regional Operations Officer (Region 5).
- All four municipal units sharing responsibilities for ECC staffing. This allowed for breaks and ability to continue servicing each municipal community during the event. This structure provides the ability to combat burnout and stress.
- ECC Managers set daily objectives at the beginning and ending of each operational period.
- High staff commitment, a welcoming and supportive ECC environment was created, and professionalism was maintained during a high stress event.
- Collaborated closely with Red Cross supervisors and the reception centre operations. Liaison Officers from ECC attended the site to provide updates.

Successful Communications

- Consistent and timely communication with the public from the ECC about activities and functions.
- Strong clear communication filtering from ECC, Incident Command Post (ICP), and the province. This was achieved by having a dedicated Liaison Officer from the ECC embedded into the ICP every operational period, as well as having NSDEM embedded into the ECC.
- Regular briefings were held with leadership and support provided by the PCC and REMO Coordinator.

Operations and Logistics

- Timely activation of the ECC.
- Moral support provided to staff working with ECC (e.g. meals and scheduling).
- Flexible shifts available to those who were working in the ECC.
- GIS/IT assistance was essential to receiving crucial mapping in a timely manner.

What Were the Challenges During the Event

Facilities and Workspace

- At times the ECC was loud and hectic. The space used during the ECC did not provide an opportunity for quieter spaces in the event of important briefings or calls.
- The ECC space provided a challenge with respect to location proximity of the hotline, restroom and printer access.

Orientation and Role Clarity

- There was initial confusion over the different roles in the ECC and the expectations of people fulfilling roles.
- Individuals were filling roles that they were not previously trained for, which required individuals to learn on the spot with little support or avenues for immediate education and training.

Recommendations for Improvement

Facilities and Workspace

- Designate a hotline area with limited noise
- Maintain an IT/printer inventory

- Enhance the ECC facility layout with soundproofing and having a breakout space for hotline, ECC Manager and Section Chiefs.

Orientation and Role Clarity

- ECC to brief all employees before going into position and review checklist.
- Provide one-hour private briefings for new ECC staff when they work in the ECC for the first time to review, policies, processes, standards, and expectations.
- Implement more scenario based ECC training and cross training that could assist in building knowledge and skills within the ECC.
- Better understanding of who is responsible for dealing with communications on an ongoing basis (e.g. REMO Coordinator or Communication Expert) and development of communication plan.
- Liaison Officer to brief people who will be attending offsite support (e.g. Red Cross Reception Centre and Shelter).

Shift Change and Knowledge Transfer

- Ensure no one can override previous days' events with new information.
- Implement structured briefings, standardized file storage and having a printed or readily available contact information list.
- Consider appointing a scheduler for longer events.
- LO should have a dedicated cellphone to maintain consistency in accessible numbers across shifts.
- All staff to complete and turn in their ICS Form after every shifts.

Communication Improvements

- Development of consistent message scripts would helpful.
- Build awareness on the daily forms in the ECC and what they are used for.
- Having a daily assigned times to brief all council members each day for 15 minutes online and to have ICP brief the ECC.
- Ensure a scribe is always available.
- Reinforce chain of command and respectful communication.
- Initial call for support to Red Cross should go to their Disaster Line, which ensures it is assigned to a person on duty in a timely manner.
- Consider a daily assigned time for the support centre to have a briefing with the ECC to ensure partner needs are met.

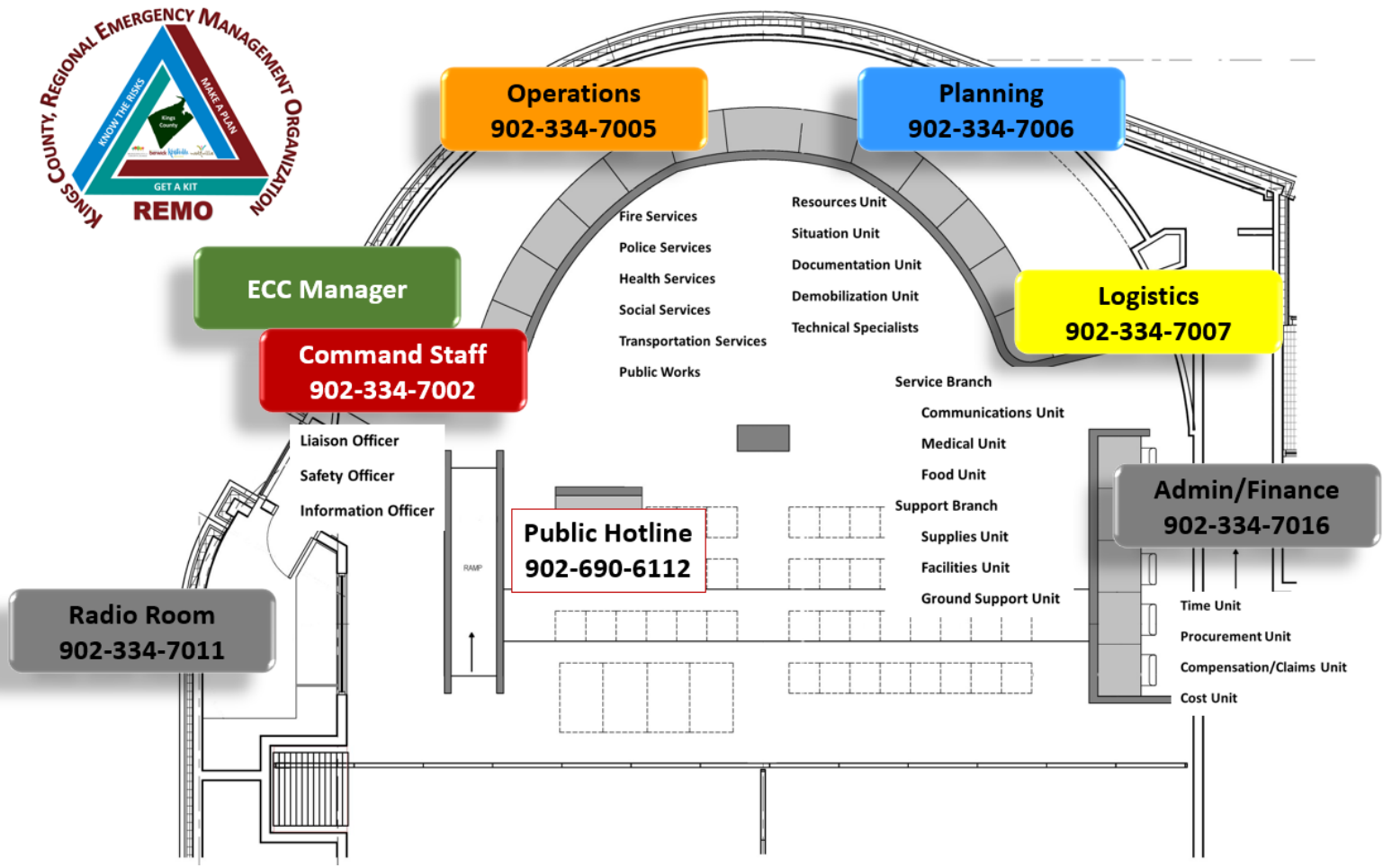
Conclusion

The response of first emergency responders, Kings County REMO, Department of Emergency Management, Emergency Coordination Centre and all supporting agencies, organizations, and contractors/companies were invaluable.

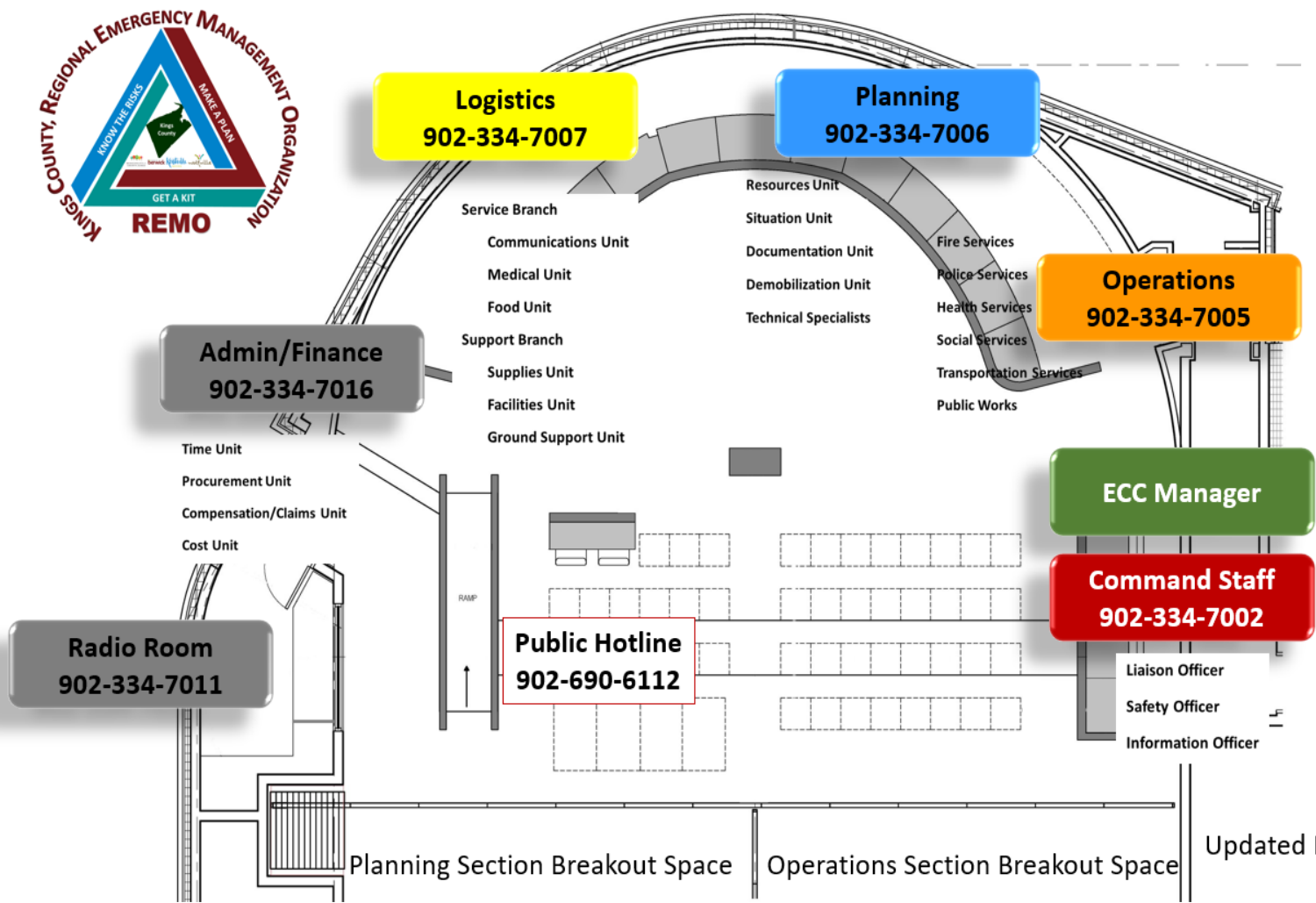
The Lake George Wildfire response showcased the strength of Kings REMO's partnerships and staff commitment. While ECC operations were effective, the report highlights that improvements are needed in onboarding, communication, and facility readiness. Implementing these recommendations will enhance Kings REMO's future response capability.

Council and staff extend a sincere appreciation and gratitude to everyone who contributed, both directly and indirectly, to the emergency response.

Appendix A: ECC Layout during Event



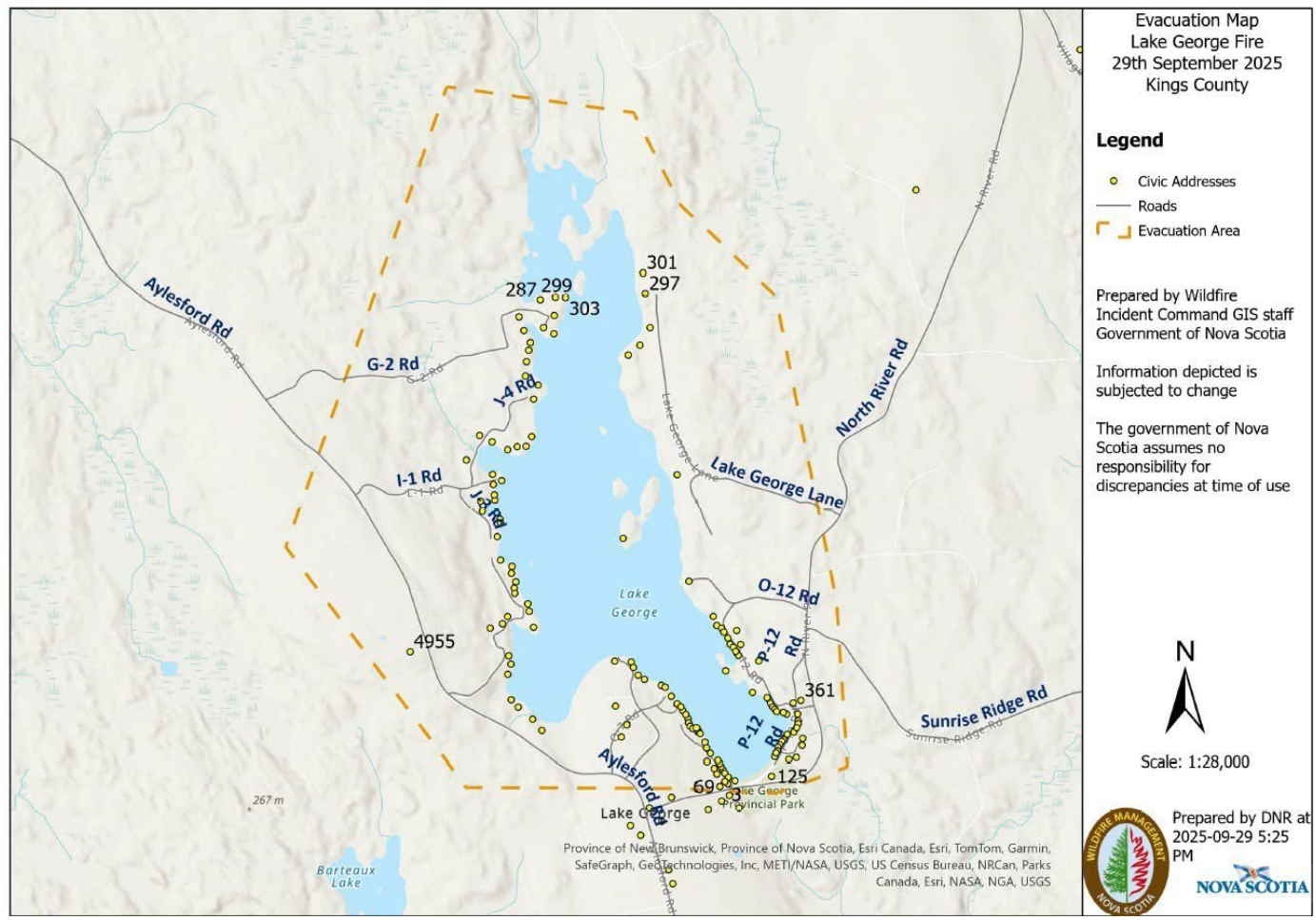
Appendix B: Future Proposed Layout of ECC



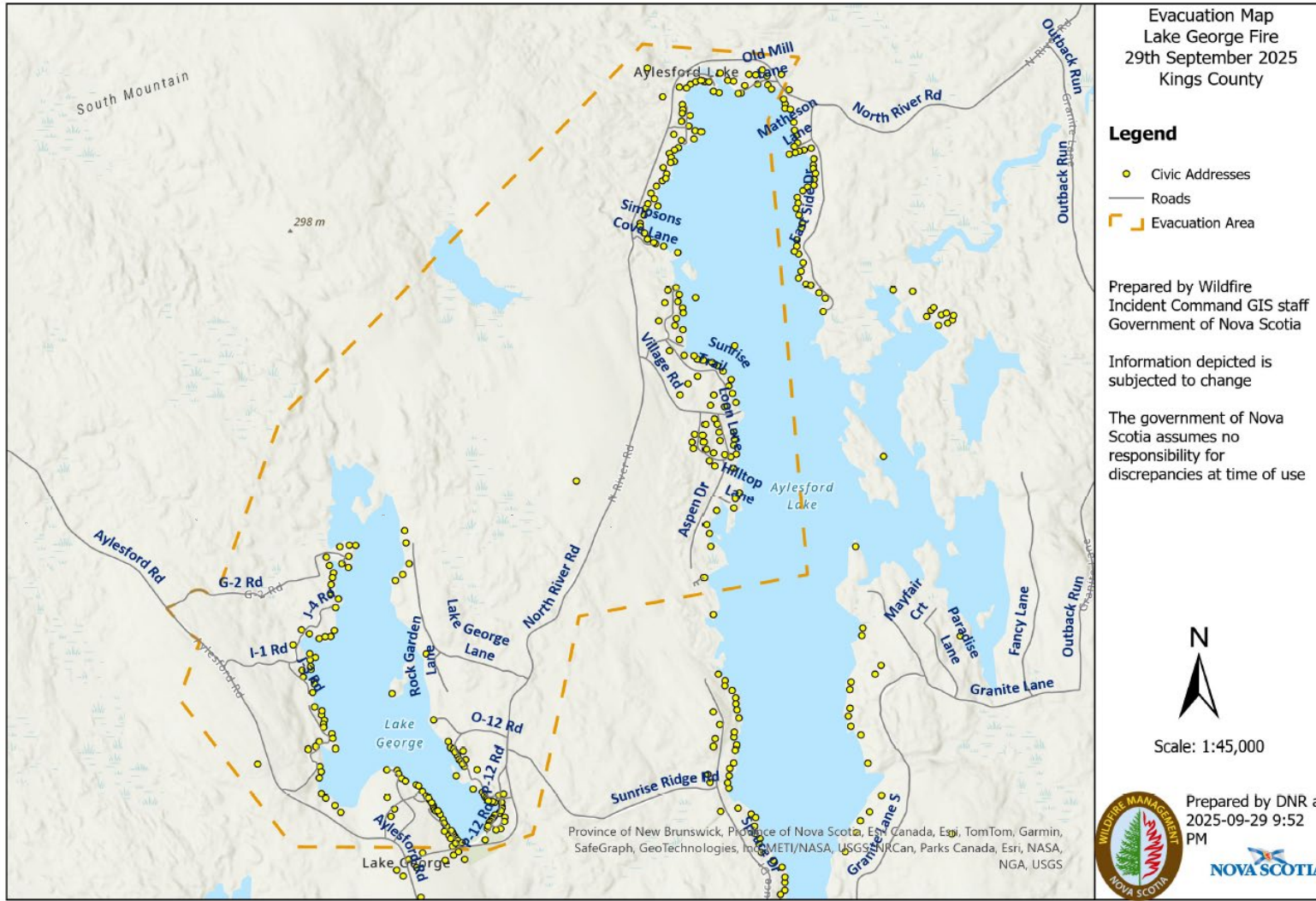
Updated March 2026

Appendix C: Evacuation Maps

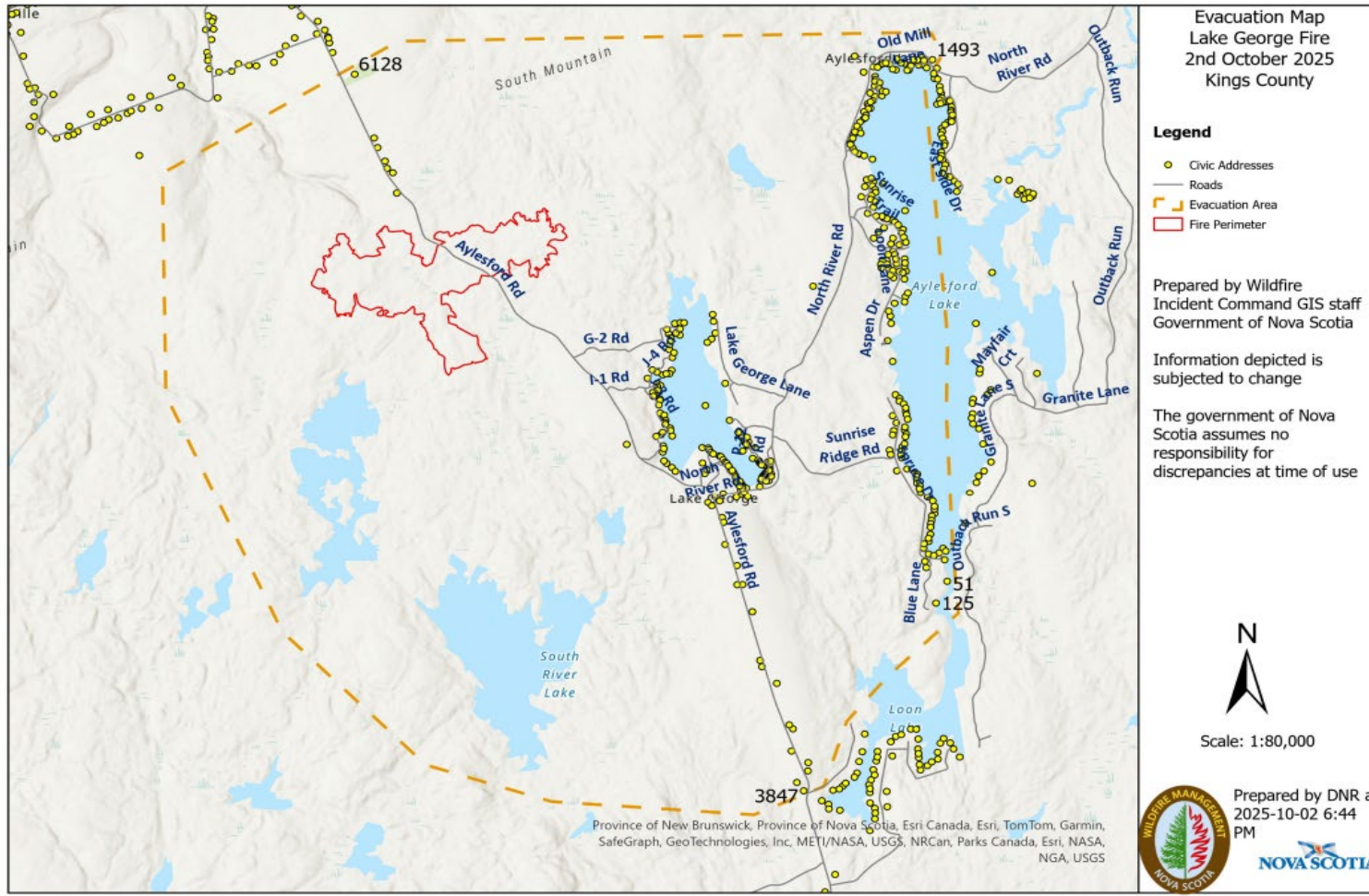
September 29 2025 @ 17:25



September 29, 2025 @ 21:52



October 2, 2025 @ 18:44



TO	Committee of the Whole
FROM	Councillor Sappington
COMMITTEE	Diversity Kings County Committee
COMMITTEE MEETING DATE	May 4, 2026
COTW MEETING DATE	May 19, 2026

The Diversity Committee had homework to do in preparation for our May meeting. All members were asked to watch the film *Louis Theroux: Inside the Manosphere*. Staff kindly arranged a screening at the municipal building for members who did not have access to the streaming platform. At our meeting, a screening of a Jaffe Lecture by Cynthia Miller-Idriss from her new book, "Man Up: The New Misogyny and the Rise of Violent Extremism" was presented. Caroline Adams and Sue Bookchin, from Be the Peace Institute, facilitated a discussion on gender-based violence following the screening.

Red Dress Day, also known as the National Day of Awareness for Missing and Murdered Indigenous Women and Girls and Two-Spirit People, is observed on May 5th. The day honours and brings awareness to the thousands of Indigenous women, girls and two-spirit people who have been subject to disproportionate violence in Canada. Red Dress Day was inspired by Métis artist Jaime Black's REDress Project installation, in which she hung empty, red dresses to represent the missing and murdered women. Red dresses have become symbolic of the crisis as a result of her installation¹.

The Municipality's Red Dress memorial installation in the lobby of the municipal complex is poignant. Staff worked with impacted families of Indigenous women remembered in the installation. A card attached to each red dress has personal family reflections. I can only imagine how heart wrenching this work must have been. That said, community members have told me they have come to our building to witness and pay their respects.

Finally, I attended the Nova Scotia Federation of Municipalities conference where, for the first time, the Mi'kmaq Grand Council Flag was displayed at the front of the room with the National and Provincial Flag. I took a photograph and shared it with the committee. Earlier this year, following a recommendation from the Diversity Committee, Municipal Council supported advocating for the inclusion of the Grand Council flag at NSFM proceedings, whenever other flags were displayed. It is nice to see the results of this advocacy in person. Kudos to staff, Diversity Committee and Council!

Diversity Kings will meet again on Monday June 1st, 2026.

Respectfully Submitted,
Councillor Christina Sappington

¹¹ The Canadian Encyclopedia. (n.d.). *Red Dress Day*. Retrieved May 7, 2026, from <https://thecanadianencyclopedia.ca/en/article/red-dress-day>

TO	Committee of the Whole
FROM	Deputy Mayor MacPherson
COMMITTEE	Kings County Homelessness Advisory Committee
COMMITTEE MEETING DATE	May 11, 2026
COTW MEETING DATE	May 19, 2026

The Kings County Homelessness Advisory Committee met on Monday, May 11th. The Terms of Reference for the Committee have been established and are available online.

The mandate and purpose of the Committee are as follows:

- The Kings County Homelessness Advisory Committee (the "Committee") is established to provide leadership, strategic advice, and coordination in the community's efforts to prevent and end homelessness.
- The Committee has been established to facilitate cross-sector collaboration, aiming to support local homelessness responses that are data-driven, coordinated, and aligned with the principles of Housing First.
- The Committee explicitly acknowledges the concerns and impacts of homelessness on communities within Kings County, including residents and businesses, and through active engagement and collaboration will work towards identifying potential interventions and solutions.

Four subcommittees have been established:

- Housing
- Mental Health and Addictions
- Community Integration
- Communication

Each of the committees will work to establish goals and actions in support of responding to the homelessness situation in Kings County.

The primary guiding principle is **Housing First**: Housing First practice treats housing as a **basic human right**, not something people must earn through compliance, sobriety, or program participation.

In practice, this means:

- **Separating housing from behaviour or service participation.** Staff never use housing access as leverage or a consequence.
- **Supporting people through instability.** Substance use, mental health challenges, or crises do not disqualify anyone from housing support.
- **Focusing on early engagement and advocacy.** Workers help with applications, documentation, landlord communication, and Coordinated Access referrals.
- **Prioritizing housing retention.** Staff assist with safety planning, problem solving, and system navigation to help people keep their housing.
- **Honouring participant choice.** Individuals decide what type of housing they want and what supports they are open to.

Committee Update

The Communications subcommittee has responded to the 176 questions accumulated from the public at the public meeting held at the Kentville Fire Hall in January. The replies will be posted and circulated to the public in mid-May.

Everett MacPherson,
Deputy Chair, Kings County Homelessness Advisory Committee

TO	Committee of the Whole
FROM	Councillor Sappington
BOARD	Police Advisory Board
BOARD MEETING DATE	May 6, 2026
COTW MEETING DATE	May 19, 2026

On May 6, 2026, at 6:00 p.m. a special meeting of the Police Advisory Board was held in Council Chambers.

There were approximately 60 community members in attendance.

Mr. Loring Day from Citizens on Patrol and Mr. Shawn Mason from Safer Communities and Neighbourhoods provided presentations to the Board about their respective organizations and what they do within our communities.

Good discussion was had between attendees and the Board regarding community safety and crime levels.

The Board will discuss the Special Meeting presentations and public comments at its regular meeting being held May 20, 2026.

Committee of Council Reports - May 19, 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, 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	May 4, 2026 Next: June 1, 2026	Written report provided May 19, 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	April 21, 2026 Next: TBD	Recommendations provided May 5, 2026
Planning Advisory Committee	Emily Lutz, Riley Peckford, Doug Gates, Everett MacPherson	April 14, 2026 Next: May 12, 2026	Recommendations provided May 5, 2026
Police Advisory Board	Bob Best, Robbie Hiltz, Christina Sappington (Chair)	May 6, 2026 Next: May 20, 2026	Written report provided May 19, 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 - May 19, 2026

Board/Committee	Reporting Councillor	Last / Next Meeting	Report
Annapolis Valley Regional Library Board	Emily Lutz Alternate: Christina Sappington	May 2, 2026 Next: TBD	Verbal report provided May 5, 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 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	April 13, 2026	Written report provided May 5, 2026
Valley Regional Services Board (Kings Transit & Valley Waste)	Dave Corkum Alternate: Emily Lutz	April 15 & 22, 2026 Next: May 20, 2026	Written report provided May 5, 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

Business Card \$329.00

Honour Roll Listing \$199.00 (three lines-non-graphical)

Yours truly,

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