



MUNICIPALITY *of the* COUNTY *of* KINGS

MUNICIPAL COUNCIL
Tuesday, January 9, 2024
6:00 p.m.
AGENDA

Video Recording Times Noted in Red
Video is available [here](#)

1. Roll Call **08:21**
2. Approval of Agenda **12:05** Page 1
3. Disclosure of Conflict of Interest Issues **None**
4. Approval of Minutes **12:56** Page 2
 - a. December 5, 2023 Council
5. Business Arising from Minutes **None** Page 2
 - a. December 5, 2023 Council
6. Planning Advisory Committee Recommendations December 12, 2023 Page 19
 - a. Land Use By-law Text Amendment in the Country Residential (A4) Zone (File 23-13) **13:45**
 - b. Options for Development Incentives **14:58**
 - c. Next Public Hearing Dates **15:46**
7. Administration Page 20
 - a. Proclamation of African Heritage Month 2024 **16:20**
8. Engineering & Public Works Services Page 27
 - a. Policy EPW-04-016: Crosswalk Prioritization and Installation (adoption) **21:24**
 - b. Chapel Road Canning Infrastructure Design **22:29** Page 32
9. Financial Services Page 36
 - a. Amendments to Policy FIN-05-007: Fire and Recreation Area Rates (adoption) **32:58**
10. Recommendation from Committee of the Whole December 19, 2023 Page 39
 - a. Amendments to By-law 45: Street Lighting (first reading) **34:07** Page 40
11. Recommendation from Police Service Advisory Committee December 20, 2023 Page 51
 - a. Development of Bulletins for Media **35:22**
12. Board and Committee Reports **40:56**
 - a. Police Services Advisory Committee Verbal
 - b. Committees of Council Page 52
 - c. External Boards and Committees Page 53
13. Correspondence **43:17**
 - a. 2023-12-19 Communities in Bloom Page 54
 - b. 2023-12-18 Evangeline Club Page 59
 - c. 2023-12-05 Annapolis Valley Regional Library Page 68
14. Other Business **45:52**
15. Comments from the Public **None**
16. Closed Session **Cancelled**
 - a. Approval of November 6, 2023 Council Closed Session Minutes
 - b. Contract Negotiations
17. Adjournment **47:31**

**THE MUNICIPALITY OF THE COUNTY OF KINGS
MUNICIPAL COUNCIL
Tuesday, December 5, 2023
DRAFT MINUTES**

**Meeting Date
and Time**

A meeting of Municipal Council was held on Tuesday, December 5, 2023 following a Public Hearing at 6:54 p.m. in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

1. Attendance

All Members of Council were in attendance, with the exception of Mayor Muttart and Deputy Mayor Lutz, with notice.

Deputy Mayor Lutz arrived at 7:03 p.m. Councillors Misner and Harding left at 8:33 p.m.

Appointment of Chair

In the absence of the Mayor and Deputy Mayor, Janny Postema, Municipal Clerk, called the meeting to order. The Clerk asked Council to appoint a Chair from those present, in accordance with section 15 *Municipal Government Act*.

**On motion of Councillor Armstrong and Councillor Allen, that
Municipal Council appoint Councillor Armstrong as Chair of the
December 5, 2023 Council meeting.**

Motion Carried.

RC-2023-12-05-210

Results

For 8
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

Councillor Armstrong took the Chair.

Roll Call

Results for Roll Call

For 8
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

Also in attendance were:

- Scott Conrod, Chief Administrative Officer
- Rob Frost, Deputy Chief Administrative Officer
- Greg Barr, Director, Finance & IT
- Brad Carrigan, Director, Engineering & Public Works
- Trish Javorek, Director, Planning & Inspections
- Zobia Jawed, Director, Environmental Svs & Climate Resilience
- Scott MacKay, Manager, Revenue
- Laura Mosher, Manager, Planning & Development
- Dan Hagan, Strategic Projects Specialist
- Katie Ollmann, Planner
- Janny Postema, Municipal Clerk/Recording Secretary

Excuse Absence

On motion of Councillor Hirtle and Councillor Harding, that Mayor Muttart's absence from the December 5, 2023 Council meeting be excused.

Motion Carried.

RC-2023-12-05-211

Results

For 8
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

2. [Approval of Agenda](#)

The Chair proposed that 'Calls for Peace' be added to the agenda as item 8c. and the 2024/25 Budget Timeline as item 14a.

On motion of Councillor Allen and Councillor Misner, that Council approve the December 5, 2023 agenda as amended.

Motion Carried.

RC-2023-12-05-212

Results

For 8
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

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

No Conflict of Interest issues were declared.

4. **Approval of Minutes**4. **November 6, 2023 Council and November 21, 2023 Special Council**

On motion of Councillor Killam and Councillor Davison, that the minutes of the Council meeting held on November 6, 2023 and the Special Council meeting held on November 21, 2023 be approved as circulated.

Motion Carried.

RC-2023-12-05-213

Results

For 8
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

5. **Business Arising from Minutes**5a. **November 6, 2023**

There was no business arising from the November 6, 2023 minutes.

5b. **November 21, 2023**

There was no business arising from the November 21, 2023 Special Council minutes.

6. **Planning Advisory Committee Recommendations November 14, 2023**6a. **Application to enter into a development agreement in Coldbrook (File #23-06)**

Councillor Granger, Vice-Chair of the Planning Advisory Committee, presented the recommendations as attached to the December 5, 2023 Council agenda.

On motion of Councillor Granger and Councillor Misner, that Municipal Council give Final Consideration and approve a development agreement to permit a dog daycare at 7311 Highway 1 (PID 55151484), Coldbrook which is substantively the same (save for minor differences in form) as the draft set out in Appendix D of the report date October 10, 2023.

Motion Carried.

RC-2023-12-05-214

Results

For 8
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For

District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

- 6b. **Application to rezone a portion of a property in Lockhartville (File #23-01)**

On motion of Councillor Granger and Councillor Allen, that Municipal Council give Second Reading to the application to rezone a portion of a vacant parcel of land (PID 55227730) located on Highway 1 in proximity to the Ben Jackson Connector, Lockhartville, from the Rural Mixed Use (A2) Zone to the Rural Commercial (C4) Zone as described in Appendix C of the report dated September 12, 2023.

Motion Carried.

RC-2023-12-05-215

Results

For 8
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

- 6c. **Appointments to Centreville Area Advisory Committee**

On motion of Councillor Granger and Councillor Davison, that Municipal Council appoint Sean Morrison as a citizen member on the Centreville Area Advisory Committee for a two-year term.

Motion Carried.

RC-2023-12-05-216

Results

For 8
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

- 6d. **Appointments to Kingston Area Advisory Committee**

On motion of Councillor Granger and Councillor Allen, that Municipal Council appoint the following Responsible Organization Members for one-year terms and the following Citizen Members for two-year terms on the Kingston Area Advisory Committee:

Kingston Area Advisory Committee Responsible Organization:
Commissioner Wayne Fowler
Commissioner Lauren Avery
Commissioner Neil Larder

Citizen Members:
Paul Parsons
Sarah Naesmyth

Motion Carried.

RC-2023-12-05-217

Results

For 8
 Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

- 6e. **Application to amend the Grand Pré Conservation District Map by removing the property at 2176 Grand Pré Road, Grand Pré (PID 55231468) (File # 23-14)**

On motion of Councillor Granger and Councillor Allen, that Municipal Council give First Reading to and hold a Public Hearing regarding the application to amend the Grand Pré Conservation District Map by removing a property at 2176 Grand Pré Road (PID 55231438), Grand Pré as described in Appendix D of the report dated November 14, 2023.

Motion Carried.

RC-2023-12-05-218

Results

For 8
 Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	-
District 8	Kevin Davison	For
District 9	Peter Allen	For

It was noted that Deputy Mayor Lutz arrived at 7:03 p.m.

- 6f. **Application to rezone a portion of the property at 1291 Highway 201, Greenwood (PID55448005) (File # 22-17)**

On motion of Councillor Granger and Councillor Misner, that Municipal Council give First Reading to and hold a Public Hearing regarding the application to rezone a portion of the properties located at 1291 Highway 201 and a portion of an abutting vacant parcel (PIDs 55448005 and 55517080), Greenwood from the Rural Mixed Use (A2) Zone to the

Rural Industrial (M3) Zone as described in Appendix D of the report dated November 14, 2023; and

That Municipal Council approve the discharge of the development agreement registered on June 25, 2004 between Bowlby Quality Meats Limited and the Municipality of the County of King from the lands located at 1291 Highway 201 (PID 55448005), Greenwood as described in Appendix D of the report dated November 14, 2023.

Motion Carried.

RC-2023-12-05-219

Results

For 9

Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

- 6g. **Application to discharge an existing development agreement and to rezone a property on Highway 1 in Waterville (PID 55159180) (File # 23-11)**

On motion of Councillor Granger and Councillor Davison, that Municipal Council approve the discharge of the development agreement made on July 21, 1988 between the Trustees of the Waterville Congregation of Jehovah's Witnesses and the Municipality of the County of Kings from the lands located at 5431 Highway 1 (PID 55159180), Waterville; and

That Municipal Council give First Reading to and hold a Public Hearing regarding the application to rezone 5431 Highway 1 (PID 55159180), Waterville from the Residential Mixed Density (R3) Zone to the Mixed Commercial Residential (C3) Zone, as described in Appendix D of the report dated November 14, 2023.

Motion Carried.

RC-2023-12-05-220

Results

For 9

Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

- 6h. **Application to enter into a development agreement to permit a Comprehensive Neighbourhood development in Port Williams (PID 55037139) (File # 22-02)**

On motion of Councillor Granger and Councillor Killam, that Municipal Council give Initial Consideration to and hold a Public Hearing regarding entering into a development agreement to permit a comprehensive neighbourhood development on a vacant parcel of land located on the west side of Collins Road (PID 55037139), Port Williams, as described in Appendix C of the report dated October 12, 2023.

Motion Carried.

RC-2023-12-05-221

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

- 6i. **Next Public Hearing Date**

Councillor Granger noted that the next Public Hearing was scheduled to be held on Thursday, January 11, 2024, at 6:00 p.m. in Council Chambers.

Council took a short break from 7:08 - 7:14 p.m.

7. Planning & Development Services

- 7a. [Discharge Existing Development Agreement: 848 Long Beach Road, Baxters Harbour \(File # 23-17\)](#)

It was noted that Deputy Mayor Lutz took the Chair.

Katie Ollmann, Planner, presented the report as attached to the December 5, 2023 Council agenda and provided a [presentation](#).

On motion of Councillor Misner and Councillor Killam, that Municipal Council approve the discharge of the development agreement registered July 25, 2022 between 418846 Four Tide Spa & Wellness LTD. and the Municipality of the County of Kings from vacant parcels located on Long Beach Road (PIDs 55551865, 55551873, 55552020, 55552038 and 55552236), Baxters Harbour, as described in Appendix B of the report dated December 5, 2023.

Motion Carried.

RC-2023-12-05-222

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For

District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

- 7b. [Discharge Existing Development Agreement: 7 & 11 Mercon Place, Coldbrook \(File #23-18\)](#)

Katie Ollmann, Planner, presented the report as attached to the December 5, 2023 Council agenda and provided a [presentation](#).

On motion of Councillor Hirtle and Councillor Allen, that Municipal Council approve the discharge of the development agreement registered May 26, 2014 between Constance J. Ward and the Municipality of the County of Kings from the lands located at 7 & 11 Mercon Place (PID 55489181), Coldbrook, as described in Appendix B of the report dated December 5, 2023.

Motion Carried.

RC-2023-12-05-223

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

8. Administration

- 8a. [Revised Submission from Blomidon Naturalists Society Re: Wilderness Area & Wind Farms](#)

Dan Hagan, Strategic Projects Specialist, presented the Request for Decision as attached to the December 5, 2023 Council agenda and provided a [presentation](#).

On motion of Councillor Armstrong and Councillor Misner, that Municipal Council instruct the CAO to meet with the Blomidon Naturalists Society (BNS) regarding their proposed geographic area for Wilderness Area designation and seek clarification on BNS's position on wind power generation as a permitted use within Wilderness Areas.

Motion Carried.

RC-2023-12-05-224

Results

For 8
Against 1

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	Against

District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

8b. [Fire Department Operational Funding for Fiscal Year 2024-2025](#)

Rob Frost, Deputy CAO, presented the Request for Decision as attached to the December 5, 2023 Council agenda and provided a [presentation](#).

On motion of Councillor Killam and Councillor Davison, that Municipal Council increase the Fire Departments operational budgets by 6% for the 2024-2025 fiscal year for the non-contract Fire Departments, based on CPI and the anticipated area growth.

Motion Carried.

RC-2023-12-05-225

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

8c. **Calls for Peace**

On motion of Councillor Armstrong and Councillor Misner, that Municipal Council reaffirms its commitment to fully implementing *Toward Equity & Diversity: A Strategy for Belonging in the Municipality of the County of Kings* and condemns violence, racism, sectarianism, islamophobia, anti-Semitism, and discrimination in the Kings Region and around the World. To that end, Municipal Council is hereby asking the Deputy Mayor to correspond with the Government of Canada urging them to call for peace in (among others) the Israel Gaza and Russia Ukraine conflicts.

Motion Amended.

RC-2023-12-05-226

Results

For 9
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

Amendment:

On motion of Councillor Killam and Councillor Allen, to add “and an immediate ceasefire”.

Amendment Carried.

Results

For 5

Against 4

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	Against
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	Against
District 5	Tim Harding	For
District 6	Joel Hirtle	Against
District 7	Emily Lutz	Against
District 8	Kevin Davison	For
District 9	Peter Allen	For

Amended Motion:

That Municipal Council reaffirms its commitment to fully implementing *Toward Equity & Diversity: A Strategy for Belonging in the Municipality of the County of Kings* and condemns violence, racism, sectarianism, islamophobia, anti-Semitism, and discrimination in the Kings Region and around the World. To that end, Municipal Council is hereby asking the Deputy Mayor to correspond with the Government of Canada urging them to call for peace and an immediate cease fire in (among others) the Israel Gaza and Russia Ukraine conflicts.

Councillor Armstrong proposed a friendly amendment, which was agreed to by the mover and seconder of the amendment:

That Municipal Council reaffirms its commitment to fully implementing *Toward Equity & Diversity: A Strategy for Belonging in the Municipality of the County of Kings* and condemns violence, racism, sectarianism, islamophobia, anti-Semitism, and discrimination in the Kings Region and around the World. To that end, Municipal Council is hereby asking the Deputy Mayor to correspond with the Government of Canada urging them to call for an immediate cease fire in the Israel Gaza conflict and for peace throughout the world.

Amended Motion Carried.

RC-2023-12-05-226

Results

For 8

Against 1

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	For
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	For
District 6	Joel Hirtle	Against
District 7	Emily Lutz	For

District 8	Kevin Davison	For
District 9	Peter Allen	For

Council took a short break from 8:33 - 8:49 p.m.

9. Engineering & Public Works

9a. [Crosswalk Prioritization and Installation Policy \(notice\)](#)

It was noted that Councillors Misner and Harding left during the break.

Brad Carrigan, Director of Engineering & Public Works, presented the Request for Decision as attached to the December 5, 2023 Council agenda and provided a [presentation](#).

On motion of Councillor Davison and Councillor Allen, that Municipal Council provide seven days' notice, per s.48(1) *Municipal Government Act*, to adopt Policy EPW-04-016: Crosswalk Prioritization and Installation Policy as attached to the December 5, 2023 Council agenda.

Motion Carried.

RC-2023-12-05-227

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

15. Comments from the Public

Various members of the public delivered comments regarding the topics of: Call for Peace & Ceasefire, Proposal from Blomidon Naturalists Society regarding Wilderness Area, and the Annapolis Valley having been certified as a "Smart and Sustainable Rural Region" under ISO 37120.

10. Financial Services

10a. [Contract Extension #19-24: Infrastructure Maintenance Services](#)

Greg Barr, Director of Finance and IT, presented the Request for Decision as attached to the December 5, 2023 Council agenda and provided a [presentation](#).

On motion of Councillor Killam and Councillor Granger, that Municipal Council approve an extension of contract #19-24 with Howard E Little Excavating Ltd. for the period of one (1) year, commencing January 1, 2024 and ending December 31, 2024 at their updated unit rates.

Motion Carried.

RC-2023-12-05-228

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

10b. [Amendments to Policy FIN-05-007: Fire and Recreation Area Rates \(notice\)](#)

Scott Mackay, Manager of Revenue, presented the Request for Decision as attached to the December 5, 2023 Council agenda and provided a [presentation](#).

On motion of Councillor Hirtle and Councillor Davison, that Municipal Council provide seven days' notice, per s.48(1) *Municipal Government Act*, to adopt amendments to Policy FIN 05-007: Fire and Recreation Area Rates.

Motion Carried.

RC-2023-12-05-229

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

11. [Recommendations from Committee of the Whole November 21, 2023](#)

11a. **Municipal Election 2024: Statutory Requirements**

Deputy Mayor Lutz presented the recommendations as attached to the December 5, 2023 Council agenda.

On motion of Councillor Hirtle and Councillor Allen, that Municipal Council set the 'other' advance poll day for the Municipal Election 2024 as Thursday, October 10, 2024, per section 114 (4) (b) *Municipal Elections Act*;

That Municipal Council delegate its powers of appointment of a Returning Officer and Assistant Returning Officer to the Chief Administrative Officer pursuant to section 4 (1C) *Municipal Elections Act*;

That Municipal Council approve the use of the permanent register of electors established and maintained by Elections Nova Scotia as the basis for the list of electors for the Municipality of the County of

Kings in the Municipal Election 2024 (section 30 (2) (c) *Municipal Elections Act*);

Per section 38 (1) *Municipal Elections Act*, that Municipal Council set September 6, 2024 as the date by which the amended list of electors is to be provided to the Returning Officer; and

Per section 139 (1A) *Municipal Elections Act*, that Municipal Council delegate to the Chief Administrative Officer its authority to make, revise and amend the tariff of fees and expenses and provide for a method of rendering and verifying accounts for payment relating to the Municipal Election 2024.

Motion Carried.

RC-2023-12-05-230

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

11b. Economic Development Strategy

On motion of Councillor Allen and Councillor Granger, that Municipal Council approve the Economic Development Strategy as attached to the November 21, 2023 Request for Decision.

Motion Carried.

RC-2023-12-05-231

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

11c. By-law 96 Enforcement

On motion of Councillor Armstrong and Councillor Allen, that By-Law 96 Section 23 Violation be enforced if Emergency Services provide information that a property was unmarked or not properly marked as per our By-Law.

Motion Tabled.

RC-2023-12-05-232

On motion of Councillor Armstrong and Councillor Hirtle, that Municipal Council table the motion related to By-law 96 Enforcement and request that staff provide additional information by the January 2024 Committee of the Whole meeting.

Motion Carried.

RC-2023-12-05-233

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

12. [Recommendations from Nominating Committee November 28, 2023](#)

12a. **Councillor Appointments to Board and Committees**

Councillor Armstrong, Chair of the Nominating Committee, presented the recommendations as attached to the December 5, 2023 Council agenda.

On motion of Councillor Armstrong and Councillor Hirtle, that Municipal Council approve the 2023-2024 Councillor appointments to Boards and Committees as detailed in the report attached to the December 5, 2023 Council agenda, effective December 1, 2023 for a one-year term ending November 30, 2024.

Motion Carried.

RC-2023-12-05-234

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

12b. **Citizen Appointments to Committees**

On motion of Councillor Armstrong and Councillor Allen, that Municipal Council appoint Cristian Andres Quirivan Rivera as Newcomer citizen member and reappoint Devon Adams as African Nova Scotian citizen member to the Diversity Kings County Committee for a two-year term commencing December 1, 2023.

Motion Carried.

RC-2023-12-05-235

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

12c. **Citizen Appointments to Committees**

On motion of Councillor Armstrong and Councillor Davison, that Municipal Council reappoint Kathryn Friars and Logan Morse as citizen members to the Planning Advisory Committee for a two-year term commencing December 1, 2023.

Motion Carried.

RC-2023-12-05-236

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

12d. **Citizen Appointments to Committees**

On motion of Councillor Armstrong and Councillor Hirtle, that Municipal Council appoint Michael Schroeder as the Central Area citizen member and reappoint Debra Windle-Smith as the Eastern Area citizen member to the Police Services Advisory Committee for a two-year term commencing December 1, 2023.

Motion Carried.

RC-2023-12-05-237

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For

District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

13. Board and Committee Reports

- 13a. **Kings Regional Rehabilitation Centre Board** Councillor Hirtle verbally presented a letter from the Kings Regional Rehabilitation Centre Board of Directors.

- 13b. [Committees of Council](#) For information.

- 13c. [External Boards and Committees](#) For Information.

14. Other Business

- 14a. [2024/25 Budget Timelines](#) Greg Barr, Director of Finance and IT, presented the 2024/25 Budget Timeline as presented on December 5, 2023.

On motion of Councillor Allen and Councillor Granger, that Municipal Council approve the 2024/25 Budget Timeline attached as Appendix A to the November 28, 2023 Audit & Finance Committee Request for Decision.

Motion Carried.

RC-2023-12-05-238

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-
District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

16. Adjournment

On motion of Councillor Armstrong and Councillor Granger, there being no further business, the meeting adjourned at 10:29 p.m.

Motion Carried.

RC-2023-12-05-239

Results

For 7
Against 0

District	Name	Results
Mayor	Peter Muttart	-
District 1	June Granger	For
District 2	Lexie Misner	-
District 3	Dick Killam	For
District 4	Martha Armstrong	For
District 5	Tim Harding	-

District 6	Joel Hirtle	For
District 7	Emily Lutz	For
District 8	Kevin Davison	For
District 9	Peter Allen	For

Approved by:

Emily Lutz
Deputy Mayor

Janny Postema
Municipal Clerk/Recording Secretary

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



Committee Recommendations

COMMITTEE:	Planning Advisory Committee
COMMITTEE MEETING DATE:	December 12, 2023
COUNCIL MEETING DATE:	January 9, 2024

RECOMMENDATIONS

a.	LUB Text Amendment in the Country Residential (A4) Zone (File 23-13)	That Municipal Council give First Reading to and approve a Public Hearing for the amendments to the text of the Land Use By-law to change the minimum lot area and lot frontage requirements for semi-detached dwellings within the Country Residential (A4) Zone as described in Appendix A of the report dated December 12, 2023.
b.	Options for Development Incentives	That Municipal Council give First Reading to and hold a Public Hearing regarding the draft development incentives policies contained in Appendix B of the report dated December 12, 2023.
c.	Next Public Hearing Date	A Public Hearing, followed by a Special Council meeting, will be held on Thursday, January 11, 2024 at 6:00 p.m. See agenda package for details. The next regular Public Hearing will be held Tuesday, February 6, 2024 at 6:00 p.m.

TO	Municipal Council
PREPARED BY	Graysen Parker, Diversity Specialist
MEETING DATE	January 9, 2024
SUBJECT	Proclamation of African Heritage Month 2024

ORIGIN

- November 23, 2021 Memo from African Nova Scotian Affairs (ANSA)
- [Strategy for Belonging](#)
- [Proclamations Policy COMM-02-003](#)

RECOMMENDATION

That Municipal Council proclaim February 2024 “African Heritage Month” in the Municipality of the County of Kings.

INTENT

To present the proclamation request to Municipal Council for adoption, in accordance with the Municipality’s Proclamations Policy COMM-02-003.

DISCUSSION

Section 4.1 of the Proclamations Policy states that: “It is the policy of the Council to consider requests to proclaim certain causes when such proclamation positively impacts the community.”

Throughout Canada, Black History Month has been celebrated since 1950, becoming officially declared as Black History Month in 2008 by the Canadian Senate. In Nova Scotia, our unique and rich African Nova Scotian Heritage led to a name change to African Heritage Month in 1996.

February of 2024 marks the 10th and final year of the United Nations’ International Decade for People of African Descent. The theme for 2024 is: “Our Smiles, Our Joy, Our Resilience as African Nova Scotians” and focuses on recognizing the perseverance of people of African Descent across Nova Scotia.

African Nova Scotian Affairs (ANSA) began offering the inaugural reading of the African Heritage Month Proclamation in the Red Chambers in Province House, Nova Scotia in 2004 and have been working continuously to expand awareness of African Nova Scotian Heritage Month throughout Nova Scotia.

Proclaiming African Heritage Month across the Municipality of the County of Kings is in congruence with the Implementation Plan of the Municipality’s Strategy for Belonging, particularly with respect to actions utilizing the African Diaspora, Anti-Black Racism Lens, and Reparations Lens.

Further, the proclamation assists in strengthening relationships between the municipality and diverse communities while building public trust, awareness, and engagement through celebrating over four centuries of contributions from the African Diaspora – including Historic Black Communities like Gibson Woods and Pine Woods – as well as newcomers to the region. Thus, it moves us toward the vision of being “A community of communities where all people belong.”

Request for Decision

FINANCIAL IMPLICATIONS

- No financial implications

STRATEGIC PLAN ALIGNMENT

✓	Strong Communities	Aligned with the Strategy for Belonging
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
	Other	

ALTERNATIVES

- Municipal Council may choose not to proclaim February 2024 as African Heritage Month.

IMPLEMENTATION

- Publish proclamation to the Municipality's website and social media platforms.
- Read official proclamation at African Heritage Month Proclamation event on February 1, 2024.

ENGAGEMENT

- This proclamation request is in accordance with the Municipality's Proclamation Policy.
- Community events will be held.

APPENDICES

- Appendix A: November 23, 2021 Memo from African Nova Scotian Affairs (ANSA): African Nova Scotian Affairs Support Mechanism for Civic/Municipal Proclamations of African Heritage Month 2023
- Appendix B: African Heritage Month Proclamation

APPROVALS

Brittany Traynor, Manager, Community Development	January 3, 2024
Rob Frost, Deputy Chief Administrative Officer	January 4, 2024
Scott Conrod, Chief Administrative Officer	January 4, 2024



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MEMORANDUM

Date: November 23rd, 2021

FROM: Wayn Hamilton, Executive Director
African Nova Scotian Affairs (ANSA)

TO:

CC:

SUBJECT: African Nova Scotian Affairs Support Mechanism for Civic/Municipal
Proclamations of African Heritage Month 2022

As you know, February is African Heritage Month in Nova Scotia. For the past several years, African Nova Scotian Affairs (ANSA) has worked with municipalities to support civic/municipal proclamations.

To provide context to the significance of African Heritage Month, I am providing enclosed overview for your perusal. I have also included information on our funding program that will aid your Municipality with hosting a proclamation event in your area. Should you require additional information or wish to speak directly with a Program Administration Officer, please contact our office at (902) 424-5555.

As we enter the 9th year of the International Decade for People of African Descent (DPAD) 2015-2024, I hope you will also give consideration to initiatives and activities that advance the pillars of the decade (Recognition, Justice and Development), and create opportunities for learning and sharing in your communities.

For more information on the decade, please visit ANSA's website at <https://ansa.novascotia.ca/>.

Please note, the deadline for funding applications is December 17th, 2021.

Wayn Hamilton, Executive Director

Attachments

African Heritage Month in Nova Scotia Past and Present (An Overview)

Historical Background

In 1926 Carter G. Woodson (1875-1950) organized Negro History Week which was a series of events promoting the accomplishments of people of African descent. Dr. Woodson was a Black historian, educator and publisher from New Canton, Virginia. He chose February to honor the birthdays of Emancipator and Orator Frederick Douglass (February 14) and the U.S President Abraham Lincoln (February 12). African Heritage Month emerged from this background.

In 1984, under the leadership of Terry Symonds (Halifax North End Library Youth Worker), a small committee began Black History Week in metro Halifax. In subsequent years, the committee was able to develop and deliver a number of activities; and in 1994 an organizational structure was created (the Black History Month Association) for the dedication, development and promotion of African Heritage Month across the province.

The celebration of African Heritage Month is currently in its 4th decade in Nova Scotia.

Creation of the African Heritage Month Information Network (AHMIN)

In 2006, African Nova Scotian Affairs (ANSA) formed the African Heritage Month Information Network (AHMIN) for several reasons:

- (1) to create a mechanism for partnership opportunities for ANSA regarding involvement in the communications and promotions of African Heritage Month (AHM);
- (2) to provide government an opportunity to demonstrate to all Nova Scotians it's strong support to the month;
- (3) to ensure the growth of AHM activities across the province by increasing collaborations among African Nova Scotian organizations, as well as non-African Nova Scotian groups, institutions, local governments and businesses and
- (4) to build a province-wide calendar of events, co-ordinate information sharing, and distribution

Current Roster

The African Heritage Month Information Network (AHMIN) is a partnership with African Nova Scotian Affairs. The current AHMIN members are:

- African Nova Scotian Music Association - Lou Gannon, President
- African Nova Scotian North-Central Network - Crystal States, Regional Educator, Black Educators Association
- African Nova Scotian Southwest Network - Brenda Francis, Regional Educator, Black Educators Association
- *Black Cultural Centre - Russell Grosse, Executive Director – Current AHMIN co-lead*
- Black History Month Association - Tracey Jones-Grant & Crystal Mulder - co-chair's, BHMA
- Cumberland African Nova Scotian Association - Elizabeth Cooke-Sumbu, Executive Director
- Valley African Nova Scotian Development Association - Robert Ffrench, Executive Director
- Zone 7 African Cultural Heritage Awareness Association – Lorraine Reddick, Councilor
Desmond and Tara Reddick

Key Functions of the AHMIN

Currently, the main tasks undertaken by the AHMIN are:

- Participate on various sub-committees including but not limited to: poster design, distribution, and thematic consideration.
- Be a key resource for information and or 'co-partnering' with municipalities, other civic entities for civic launches, community events and businesses.
- Be the regional hub for poster distribution.

The AHMIN continues to increase its reach and functions in support and promotion of African Heritage Month. The goal of the AHMIN is to expand these functions in the years ahead.

Key Functions for ANSA

Currently, ANSA is the government co-lead of the AHMIN. Along with providing leadership, ANSA is responsible for:

- Arranging and coordinating the provincial government's launch of African Heritage Month at the Provincial Legislature;
- Providing financial support for the graphic design, printing and distribution of AHM poster;
- Liaising with AHMIN and various municipalities for their localized individual civic proclamation launches;

African Nova Scotian Affairs

- Providing departmental and government content for social media and e-information portals to the communities and media outlets;
- Maintain the AHM calendar of events;
- Assisting with AHMIN meetings, consultations, issue resolution and
- Providing funding support via ANSA's Grants and Contributions application process to community groups to stage AHM activities.

Background to Municipal/Civic Proclamation Launches

In 2004, ANSA held the inaugural reading of the African Heritage Month proclamation in the Red Chamber at Province House. Similar events were also held in Sydney and Halifax (HRM).

Over the years, ANSA has been working to expand the awareness and understanding of African Heritage Month across the province. We have used unique and innovative ways for all Nova Scotian to be informed about various activities and we are constantly striving to create and maintain positive relationships with community groups, institutions and various levels of government.

ANSA has provided resources to formulate the African Heritage Month Information Network which is our attempt at ensuring the month has a pan-provincial perspective. This allows information sharing and partnerships to develop that help the Information Network be a credible partner for working with various local municipal officials.

Current Profile of Civic Proclamations

Since 2004 the number of civic proclamation launches has expanded. The majority of civic pronouncements are fully developed events with content and context. They are a collaborative opportunity with the African Nova Scotian community and include not only the reading of a 'localize civic proclamation' but also an informal reception at the end of the program for the general public.

We realize that civic officials can play a key role in promoting and acknowledging the month in a variety of ways. However, according to community feedback, hosting or co-hosting the reading of an African Heritage Month Proclamation yields more favorable opportunities to build positive relationships.



MUNICIPALITY *of the*
COUNTY *of* KINGS

PROCLAMATION

African Heritage Month

February 2024

WHEREAS February is recognized internationally as African Heritage Month - a time to recognize and salute the many contributions and ongoing achievements of people of African Descent all over the world; and

WHEREAS we are in the 10th year of the International Decade for People of African Descent; and

WHEREAS the Municipality of the County of Kings acknowledges and celebrates the contributions of historic African Nova Scotian Communities and their members to social, cultural, and economic wellbeing of Nova Scotians; and

WHEREAS the Municipality is home to the two historic African Nova Scotian Communities of Pine Woods and Gibson Woods; and

WHEREAS the Municipality rejects racism and prejudice in every form; and

WHEREAS the Municipality is committed to advocating for and supporting diversity, equity, inclusion, and justice through our goal of being a community of communities where all people belong; and

WHEREAS this year's theme is: "Our Smiles, Our Joy, Our Resilience as African Nova Scotians";

THEREFORE, BE IT RESOLVED, that I, Deputy Mayor Lutz, on behalf of Municipal Council, do hereby proclaim the month of February 2024 to be African Heritage Month. I encourage residents, businesses, and community groups to participate in the activities and celebrations, and to take the opportunity to reflect on the story of Nova Scotia's vibrant African Nova Scotian Community.

Signed the 9th day of January 2024,

Deputy Mayor Emily Lutz

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Coldbrook, NS B4R 1B9
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Municipality of the County of Kings

Crosswalk Prioritization and Installation Policy

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

1. Purpose

The Municipality of the County of Kings (Municipality) recognizes the role of crosswalks, as part of its active transportation (AT) infrastructure, that helps make communities safe and promotes healthy and active lifestyles. This Policy provides guidelines for developing a priority list for new crosswalk installations.

2. Scope

This Policy applies only to new crosswalk installations within the Municipality including crosswalks on provincially-owned roads, but excludes crosswalks within the jurisdiction of Villages.

3. Definitions

- 3.1 **Province:** means the Province of Nova Scotia as represented by the Nova Scotia Department of Public Works or that Department's successor.
- 3.2 **School Zone:** means the area within three kilometres of a primary or secondary school.
- 3.3 **Village:** means the villages within Kings County that continue to be a body corporate under Part XVII *Municipal Government Act*.

4. Policy Statements

Guiding Principles

- 4.1 The Municipality shall undertake crosswalk installations to enhance the active transportation infrastructure. Crosswalk infrastructure shall aim to:
 - provide greater active transportation options within and between Growth Centres and other points of interest;
 - foster an environment which increases opportunities and investments in active transportation networks; and
 - improve road networks and infrastructure.
- 4.2 Prioritization of crosswalk installations shall be consistent with the Municipality's Strategic Plan, By-law 105: Municipal Planning Strategy, Policy ADMIN-01-015: Asset Management, the Active Transportation Plan, accessibility directives, the five-year Capital Investment Plan as adopted by Council, or other relevant policies, by-laws, plans, and strategies adopted by Council.

- 4.3 The Municipality shall follow the Nova Scotia Transportation and Infrastructure Renewal Policy PO1005 Marked Crosswalk Installation Policy as amended, as it relates to marked crosswalk installations and the different types of marked crosswalks that may be installed depending on the specific crossing.
- 4.4 The Municipality shall only recommend crosswalk installation projects and their prioritization to the Province on Provincially owned roads.
- The Province may install crosswalks on Provincial highways if specific criteria are met to provide a safe location.
 - With the exception of signalized intersections, roundabouts or yield controlled intersection approaches, the Province will only consider the installation of a crosswalk following a request from a Municipal Unit or School Board as detailed in the Province's Marked Crosswalk Installation Policy.
 - Under provincial statute, the Provincial District Traffic Authority is the authority having jurisdiction over the acceptance of Municipality-requested crosswalk projects.
 - Costs shall be borne by the Municipality to install and maintain each new pedestrian crosswalk on a provincial highway, when that crosswalk has been requested by the Municipality.
 - The Municipality must agree to bear the costs for purchase, installation and maintenance of any additional traffic control devices at the crosswalk as deemed necessary by the Province, such as extra signs, flashing signals, overhead beacons, etc.

Evaluation Procedures

- 4.5 As part of annual budget preparations, the Director of Engineering & Public Works shall prepare and maintain a prioritized list of potential crosswalk installation projects.
- 4.6 In prioritizing crosswalk projects for inclusion in budgets, Staff will employ a scoring process that is consistent with the Prioritization Criteria set out in Schedule A of this Policy with said Schedule forming part of this Policy.
- 4.7 At the discretion of the Chief Administrative Officer, a new crosswalk installation outside of those ranked highest may be recommended to Council if it is:
- 4.7.1 related to other infrastructure work planned or anticipated in the same area as the crosswalk, taking into consideration:
 - public safety;
 - impact of completing projects separately (e.g., useful life, cost); and
 - operational impacts.
 - 4.7.2 strategically advantageous for Council to undertake a project that aligns with, or is inextricably connected to, a project to be undertaken by another government or entity;
 - 4.7.3 in response to an emergent need unforeseen during budget development;
 - 4.7.4 aligned with or is integral to the success of another plan, resolution, or report adopted by Council;
 - 4.7.5 likely to be awarded funding through a new or previously unknown funding source that was not considered in developing the initial project priorities (e.g., Federal or Provincial funding Agreements); or

4.7.6 a requirement of a capital program that is beyond the scope of this Policy.

5. Responsibilities

5.1 Council shall:

- 5.1.1 ensure the Municipality has a current and comprehensive policy for crosswalks;
- 5.1.2 review and amend this Policy as required;
- 5.1.3 deliberate crosswalk estimates for inclusion in annual budgets; and
- 5.1.4 consider recommendations brought forward pursuant to section 4.7 of this Policy.

5.2 The Chief Administrative Officer:

- 5.2.1 will administer and implement this Policy;
- 5.2.2 identify and propose revisions to this Policy; and
- 5.2.3 may delegate their authority.

6. Amendments

Date	Amendments

Schedule A: Crosswalk Installation Prioritization Evaluation Criteria

These criteria shall be equally weighted. The cumulative score for a project shall determine its ranking.

Social Criteria (50 Points)	
School Zone	Score out of 15 depending on whether the project will be in a school zone. <ul style="list-style-type: none"> Not in a school zone - 5 In a school zone - 15
Area Amenities & Services	Score out of 5 depending on the number services and amenities in the immediate area (e.g., public institutions, social services, commercial and recreational amenities). <ul style="list-style-type: none"> Connects to few amenities and services - 0 Connects to some amenities and services - 3 Connects to many amenities and services - 5
Equity, Diversity, and Inclusion	Score out of 10 based on extent to which project supports actions in <i>Toward Equity and Diversity: A Strategy for Belonging in the Municipality of the County of Kings</i> . <ul style="list-style-type: none"> Supports few, if any, actions - 0 Supports some actions - 5 Supports many actions - 10
Accessibility	Score out of 15 based on extent to which the project supports objectives and actions of the Municipality's Accessibility Plan. <ul style="list-style-type: none"> Supports few, if any, objectives - 5 Supports some objectives - 10 Supports many objectives - 15
Public Safety	Score out of 5 depending on if the crosswalk is along a portion of a road with documented/known safety concerns or pedestrian/vehicle incidents. <ul style="list-style-type: none"> No documented/known safety concerns - 0 Documented/known safety concerns - 5
Environmental Criteria (50 Points)	
Traffic Speed on Adjacent Road	Score out of 15 depending on the highest posted speed limit in the project area: <ul style="list-style-type: none"> 50 km/hr - 5 points 60 km/hr - 8 points 70 km/hr - 12 points 80 km/hr - 15 points
Traffic Patterns	Score out of 10 depending on the road classification (determined by annual daily traffic volume): <ul style="list-style-type: none"> Local - 3 points Minor Collector - 5 points Major Collector - 7 points Arterial - 10 points

Population Density	<p>Score out of 15 depending on the area's population density (persons within 1 km radius of crosswalk):</p> <ul style="list-style-type: none"> • 50-175/km² - 5 points • 175-350/km² - 8 points • 350-550/km² - 12 points • 550+/km² - 15 points
Connectivity	<p>Score out of 10 depending on connectivity to existing sidewalks, trails, or the public transit network.</p> <ul style="list-style-type: none"> • Connects to one existing sidewalk/trail - 5 points • Creates active transportation loop or connects two existing sidewalks or trails - 8 points <p style="text-align: center;">+</p> <p>Proximity public transit route - 2 points</p>
Financial Criteria (50 Points)	
Scheduled Road Resurfacing	<p>Score out of 15 depending on scheduled or anticipated road resurfacing:</p> <p>No known plan - 0 points</p> <p>Within 2-5 years - 8 points</p> <p>Within 2 years - 15 points</p>
Planned Underground Work	<p>Score out of 15 depending on planned or required underground infrastructure work:</p> <ul style="list-style-type: none"> • No - 0 points • Yes, 2+ years - 8 points • Yes, within 2 years - 15 points
Economic Benefit	<p>Score out of 10 depending on possibility of real economic benefit of the completed project through connections to businesses.</p> <ul style="list-style-type: none"> • Very limited possibility of benefit - 0 points • Limited possibility of benefit - 5 points • High possibility of benefit - 10 points
Asset Location	<p>Score out of 10 depending on whether the crosswalk will be built within a centralized location or along a periphery.</p> <ul style="list-style-type: none"> • Built within a periphery - 0 • Built within a centralized location - 10

TO	Municipal Council
PREPARED BY	Brad Carrigan, Director of Engineering & Public Works
MEETING DATE	January 9, 2024
SUBJECT	Chapel Road Canning Infrastructure Design

ORIGIN

- 2018 – Chapel Road infrastructure (water, sewer, storm, sidewalk) upgrades were identified for replacement by the Village of Canning; with planned construction subject to external funding

RECOMMENDATION

That Municipal Council approve additional costs for design and engineering of the Chapel Road Canning Infrastructure Upgrades Project in the amount of \$6,400 plus applicable taxes (50% share of \$12,800 fee) to AtkinsRéalis for the revision of drawings and specifications.

INTENT

For Municipal Council to approve additional design and engineering costs required to advance the project to Construction Tender in the 2024/25 construction season.

DISCUSSION

In partnership with the Village of Canning, this capital infrastructure improvement project was originally awarded for design in 2018 to SNC-Lavalin Group Inc., with subsequent construction activities planned for the following year, pending approval of external funding partners.

In 2019, design drawings were completed by SNC-Lavalin; the project was selected by the Village of Canning for application of provincial Investing in Canada Infrastructure Project (ICIP) funding; however funding was not approved in 2019. Subsequent applications were also made by the Village of Canning between 2020 and 2022, however the project was not approved for ICIP funding.

In 2021, SNC-Lavalin Group has changed operations and now operates under the trading name AtkinsRéalis, a Canadian company based in Montreal that provides engineering, procurement and construction (EPC) services to various industries, with regional offices in Halifax, NS.

In February 2023, AtkinsRéalis was contracted to perform additional design changes for the project to support an application renewal for ICIP funding by the Village of Canning. This project application was re-submitted by the Village of Canning for provincial Investing in Canada Infrastructure Project (ICIP) funding; with funding finally approved.

In October 2023, the new project lead (EPW Director) restarted project discussions with the Village of Canning and the NS Department of Public Works (NSDPW Transportation Department). Upon internal engineering review in November, staff determined:

- the latest design drawings did not meet the latest standards for provincial roads, primarily due to road width;
- project infrastructure plans had been revised by the Village of Canning; including reduction of sidewalk (sidewalk to be constructed from Main Street to Summer Street only, not extending to Highway 358/North Ave.); and

Request for Decision

- design drawings were not stamped, and engineering specifications were not prepared as required for release to Construction Tender.

In November, Engineering staff held site meetings with the provincial Area Manager for the Department of Public Works (NSDPW) to determine suitable minimum road widths, a safe median space and an agreeable sidewalk arrangement that would be accommodated with an existing narrow road with between the southern utility poles. With the additional information and approval of the provincial DPW, staff re-engaged with AtkinsRéalis to obtain an updated quotation to revise the design drawings and complete the required engineering services.

The revised fee of \$12,800 +HST includes the following drawing and design updates:

- eliminate all new surface work (sidewalk, curb, catch basins) north of Summer Street;
- remove new storm infrastructure at corner of Chapel Road and Summer Street;
- use original centreline alignment and update west side of road (asphalt, curb, boulevard, sidewalk) to meet 5m NSDPW requirements; and
- align new sidewalk west of existing utility poles from Cavelle Avenue to Main Street.

The revised fee provides Issued for Tender drawings and specifications to incorporate road section as per NSDPW requirements and has a scheduled delivery date for end of March 2024.

This updated quotation has been presented to the Village of Canning and has received subsequent financial approval and project support of the Village Commission.

The Municipality's Procurement Policy, section 17.3(a) states: "In the case of a contract up to the value of \$100,000, a Change Order... does not exceed the value of \$10,000..." and 17.3(c) states: "In the case where a Change Order or Directive exceeds the amounts in the proceeding paragraphs 17.3(a) and 17.3(b), prior approval from the Council is required".

FINANCIAL IMPLICATIONS

- The capital project component was approved by Council for Municipal Sewer Collection Line Replacement (Project 08-3410), with an engineering budget of \$50,000 for fiscal 2023/24.
- The cumulative net cost to the Municipality now exceeds the \$10,000 amount stated in paragraph 17.3(a) of the Municipality's Procurement Policy.
- Overall costs for this capital project to date are stated below:

Fiscal Year	Services Description	Contract Value (excludes HST)	Municipality Net Cost (includes non- rebated HST)
2018/19	Original Contract (Design/Engineering Services)	\$ 18,238.67	\$ 9,510.18
2022/23	Design Revision Request 1 (February 2023)	\$ 14,650.00	\$ 7,638.95
2023/24	Design Revision Request 2 (December 2023) <i>Project 08-3410 (G/L - 21-3-382-103)</i>	\$ 12,800.00	\$ 6,674.30
Total:		\$ 45,688.67	\$ 23,823.44

Request for Decision

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Operational contract matter covered by Municipal Policy

ALTERNATIVES

- Municipal Council may choose not to support the recommendation, and subsequently provide other direction to staff.

IMPLEMENTATION

- Pending approval by Council, staff will authorize the consulting engineer to proceed with the proposal.

ENGAGEMENT

- EPW staff have stayed in regular communication with the Village of Canning to understand the history and background of this capital project.
- As the project lead, we are recommending that community engagement session(s) be organized by the Village; with technical support being provided by municipal engineering staff as well as the consulting engineer.

APPENDICES

- Appendix A: Change Order 001 (Revised), AtkinsRéalis Project 695258 (dated December 8, 2023)

APPROVALS

Scott Conrod, Chief Administrative Officer

January 3, 2024



CHANGE ORDER

Owner:	<u>Municipality of the County of Kings</u>	Change Order No.	<u>001 (Revised)</u>
Project:	<u>Canning Capital Upgrades</u>	Project No.	<u>695258</u>
Contractor:	<u>AtkinsRéalis</u>	Date:	<u>December 8, 2023</u>

DESCRIPTION OF CHANGE:

1. Provide Issued for Tender drawings & specifications to incorporate road section as per Public Work's requirements.
 - a) Lump sum cost: \$12,800.
 - b) Scheduled delivery date: end of March 2024.
2. Revised fee (based on phone call December 6th) is to:
 - a) eliminate all new surface work (sidewalk, curb, catch basins) north of Summer Street.
 - b) remove new storm infrastructure at corner of Chapel Road & Summer Street.
 - c) use original centreline alignment and update west side of road (asphalt, curb, boulevard, sidewalk) to meet 5m Public Work's requirements.
 - d) align new sidewalk west of existing utility poles from Cavelle Avenue to Main Street.
3. Drawing edits are based on IFT dated February 13th, 2019.
4. All Terms & Conditions of the existing agreement (December 22, 2022) remain and apply to this change order.

ORIGINAL CONTRACT PRICE:			<u>\$14,650.00</u>
Change Order Nos.	<u>1</u>	Debit:	<u>\$12,800.00</u>
		Credit:	
THIS CHANGE ORDER:		Debit:	
		Credit:	
REVISED CONTRACT PRICE:			<u>\$27,450.00</u>

Note:

1. Amounts shown exclude HST.

Village of Canning
 977 J Jordan Road
 PO Box 9
 Canning, NS B0P 1H0

APPROVED BY OWNER:

Per: Date: Dec 12, 2023

695258-0001-SLI-M-30-CCN-000-0001_C02



Municipality of the County of Kings

Fire and Recreation Area Rates Policy

Policy Category	Finance	Most Recent Amendment	August 6, 2002
First Council Approval	March 7, 2000	Future Review Date	Approval + # Years

1. Purpose

This Policy provides the framework for establishing and administering fire and recreation area rates. This Policy is enabled per section 75 *Municipal Government Act* which provides that area rates may be used to finance all or part of the cost of any municipal service or facility that Council deems to be of benefit to an area.

2. Scope

With respect to fire area rates, this Policy applies to all residential, commercial and resource properties in the Municipality.

With respect to recreation area rates, this Policy shall apply to all properties with dwelling units.

3. Definitions

3.1 Administration Fee: Amount levied by the Municipality calculated as a percentage of the amount of area rate billed by the Municipality on an Applicant's behalf.

3.2 Applicant: Any organization within the Municipality incorporated under the *Societies Act* and having as its objective the provision of fire or recreation services and which has submitted an application for the establishment or continuation of a fire or recreation area rate.

3.3 Ratepayer: A person or entity owning property within an area and rated on the current assessment roll of the Municipality; includes the spouse of a property owner as defined by the *Matrimonial Property Act*.

4. Policy Statements

Defining of Areas

4.1 For recreation area rates, the Applicant shall provide a definition of the area to which the area rate shall apply in the initial year, or in subsequent years an indication of any changes to the area to which the area rate shall apply.

In the case of fire area rates, the Municipality shall define the areas to which the area rate will apply, in consultation with the respective fire chief(s).

Any changes to a recreation or fire area shall be approved by Council.

DRAFT

Application for Area Rate

- 4.2 Prior to the submission of an application to Council for a new area rate or area rate change, an Applicant shall call a public meeting to determine support of the area rate from the applicable Ratepayers.
- 4.3 Notice of the meeting shall be given by two advertisements in a newspaper having circulation in the area to which the rate will apply. The first such notice shall be published not less than 14 days prior to the date of the meeting and the second notice not less than seven days prior to the date of the meeting. In addition to the newspaper notice, the Applicant shall post the notice of the meeting in five conspicuous places in the area to which the area rate is to be applied not less than 14 days prior to the date of the meeting. The notice shall contain the date, time, and place of the public meeting; the name of the Applicant; the amount of the area rate to be requested in the application; the area to which the area rate will apply; that Ratepayers will be entitled to vote; and the method of voting.
- 4.4 The public meeting shall be conducted by the Applicant for Ratepayers of the area. Prior to a vote being called, the Applicant shall make a presentation to the meeting that addresses the reasons and proposed purposes for use of the area rate funds and the amount of the rate. Support for the proposed area rate shall be determined by majority vote of the Ratepayers present and voting at the meeting.
- 4.5 An application must be submitted by recreation organizations and fire departments, to the Municipality by March 1 in each year and shall set out evidence of the organization's incorporation and good standing under the *Societies Act* and shall include:
- a budget in support of the proposed area rate;
 - prior year financial statements;
 - a definition of the area to which the area rate shall apply;
 - a declaration setting out the fulfilment of the public notice and public meeting process required by this Policy; and
 - a notice of the area rate required to be collected by the Municipality on behalf of the Applicant.
- 4.6 An area rate does not continue automatically from year-to-year. A new application must be submitted annually to ensure the continued billing of the area rate. All funds raised through the fire area rate shall be used for capital expenses only. Any portion of a proposed fire area rate that was approved at the prior year's meeting related to repayment of debt shall be considered to be approved in each subsequent year to the extent as disclosed in the audited financial statements.
- 4.7 An area rate for fire services shall be applied to the taxable property assessment for the defined area at a rate per \$100 of assessment. An area rate for recreation services shall be applied on a per dwelling unit basis.
- 4.8 The Municipality will provide assessment data and dwelling unit counts for the prescribed area determined by each Applicant.

Approval of Area Rate

- 4.9 Council shall be responsible for approval of all area rates for fire departments and recreation organizations.

4.10 An Administration Fee of 4% will be charged by the Municipality to offset the costs involved in billing, collecting, and remitting area rate funds to Applicants. Applicants should include this fee in their budget calculations and area rate submissions. The Administration Fee will be retained by the Municipality from the area rate collected from Ratepayers, and a full accounting of the funds collected shall be provided to each applicant.

Fire Protection Commissioners

4.11 This policy does not apply to Fire Protection Commissioners, as recognized by the *Rural Fire District Act*, except for the Administration Fee of 4% as outlined in 4.11, which is in accordance with 46 (3) of the *Rural Fire District Act*.

5. Responsibilities

- 5.1 Council will:
 - 5.1.1 ensure the Municipality has a current and comprehensive Policy for fire and recreation area rates; and
 - 5.1.2 review and amend this Policy as required.
- 5.2 The Chief Administrative Officer will:
 - 5.2.1 implement this Policy; and
 - 5.2.2 identify and propose revisions to this Policy.

6. Amendments

Date	Amendments

Committee Recommendations

COMMITTEE	Committee of the Whole
COMMITTEE MEETING DATE	December 19, 2023
COUNCIL MEETING DATE	January 9, 2024

RECOMMENDATION

a.	Proposed Amendments to By-law 45: Street Lighting	That Municipal Council give first reading to amendments to By-law 45: Street Lighting, as attached to the January 9, 2024 Council agenda.
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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 #45

STREET LIGHTING BY-LAW

SHORT TITLE

This By-law may be cited as the *Street Lighting By-Law* and shall apply to the Municipality of the County of Kings, except for the area designated under By-Law 97 Canaan Heights Street Lighting By-Law.

PREAMBLE & AUTHORITY

WHEREAS the Municipality has the authority under the *Municipal Government Act* to levy lienable Street Lighting Charges on Property within certain areas, with the intent to recoup the related costs of street lighting installed by, or at the direction of, the Municipality, or those lights for which the Municipality has assumed responsibility;

AND WHEREAS the Municipality desires to enact a by-law to provide for payment of streetlighting;

AND WHEREAS the Municipality desires to set out an application process by which new streetlights may be installed;

AND WHEREAS the application and approval processes set forth in this By-law cover the addition of new Street Light Charge Areas and the addition of new streetlights in existing Street Light Charge Areas;

BE IT ENACTED by the Municipal Council of the Municipality of the County of Kings, pursuant to the *Municipal Government Act* as follows:

DEFINITIONS

1. In this By-law:
 - a. "Growth Centre" means serviced areas with urban amenities such as central water, sidewalks, and recreation facilities. For greater certainty the Municipality contains twelve Growth Centres, namely: Greenwood, Kingston, Aylesford, Waterville, Cambridge, Coldbrook, North Kentville, Centreville, New Minas, Port Williams, Canning and Hants Border;
 - b. "Municipality" means the Municipality of the County of Kings;
 - c. "Municipal Council" means the elected Council of the Municipality of the County of Kings;

- d. "Municipal Engineer" means an employee of the Municipality appointed and having the authority under the *Municipal Government Act*;
- e. "Municipal Treasurer" means an employee of the Municipality appointed and having the authority under the *Municipal Government Act*;
- f. "Owner" refers to the owner of a property including:
 - i. A part owner, joint owner, tenant in common or joint tenant of the whole or any part of land or a building fronting on a street;
 - ii. In the case of the absence or incapacity of the person having title to the land or building, a Trustee, an executor, a guardian, an agent, a mortgagee in possession or a person having the care or control of the land or building; and
 - iii. In the absence of proof to the contrary, the person assessed for the property;
- g. "Property" means buildings and structures erected or placed upon, in, over, under or affixed to land, including buildings and structures under construction or partially constructed;
- h. "Street Light Charge Areas" means those geographic areas described in Schedule A of this By-law.

STREET LIGHTING CHARGE

- 2. Every owner of a property that is within a geographic area described in Schedule A shall pay an annual flat rate charge known as the Street Lighting Charge for the recovery of related costs of streetlights. Every owner of a Property that is within an area described in Schedule B shall pay an Intersection Street Light Charge.
- 3. The Street Lighting Charge for dwellings and commercial properties is in the Municipal Fees Policy FIN 05-003, s 4.3 and which is reviewed annually by Municipal Council.
- 4. The Street Lighting Charge, if not paid when due, shall become a lien on the property in the same manner and with the same effect as rates and taxes under the *Assessment Act*. Per the *Municipal Government Act*, such lien may also include recovery of any charges by way of tax sale.
- 5. Street Lighting Charges shall be based on the Municipality's fiscal year. Charges may be prorated according to the date of either the installation, acquisition, or assumption that is incurred part way through a fiscal year.
- 6. Street Lighting Charges shall be payable on the same due dates as Municipal property taxes.
- 7. The Street Lighting Charge and interest thereon is collectable in the same manner as taxes and, at the option of the Municipal Treasurer, shall be collected at the same time, and by the same proceedings, as taxes.

APPLICATIONS AND APPROVALS

Form of Application

8. The Municipal Engineer shall be responsible for establishing and maintaining the installation and location design for all new street light requests. The Municipal Engineer will consult, as needed be from time to time, with the Nova Scotia Department of Public Works, Nova Scotia Power, and the Municipality's Director of Land Use Planning.
9. An application for the installation of street lighting may be presented by any ratepayer resident (the Applicant) in an existing or proposed Street Light Charge Area to the Municipal Clerk.
10. Applicants shall file requests in Form A of this By-law. Upon receipt of a complete application, the Municipal Engineer will process the application as follows:

Applications for New Street Light Charge Areas within Growth Centres

11. The Municipal Engineer will prepare a map of the proposed area including the approximate location of the new lights together with the projected cost per property. The Municipal Engineer will consult with the related property owners.
12. Notwithstanding provision 20 of this By-law, fifty plus one percent (51%) of the property owners that are to be charged the proposed levy must agree for the application to be submitted to Municipal Council for approval as an addition to Schedule A of this By-law.

Applications for New Street Light Charge Areas outside of Growth Centres

13. The Municipal Engineer when processing these applications shall be mindful of the initiatives encouraged by the International Dark-Sky Association (IDA) related to energy savings and eco-tourism initiatives. Consideration will be given to the installation of downward facing lights to minimize skyward light pollution and to promote night time star and sky watching.
14. Notwithstanding provision 20 of this By-law, the filing and processing of applications shall follow the same process as set out in provisions 11 and 12 of this By-law.

Approval of New Street Light Charge Areas

15. Municipal Council shall receive and consider recommendations for approval as filed by the Municipal Engineer.

Additions to Existing Street Light Charge Areas

16. Applications to extend streetlights or infill streetlights in a Street Light Charge Area will require the completion of Form A and may be presented by any ratepayer resident in the existing Street Light Charge Area to the Municipal Clerk.
17. Notwithstanding provision 20 of this By-law, in processing an application to extend or infill an existing Street Light Charge Area the Municipal Engineer shall consider other provisions of this By-law, existing and proposed sidewalk networks, and the rate implications on streetlight ratepayers. With respect to streetlight rate implications, the Municipal Engineer shall consult with the Municipal Treasurer.

Approval of the Addition of Street Lights to an Existing Street Light Charge Area

18. Approval in this instance shall rest with the Municipal Engineer.

Notification to Applicants

19. The decision to either approve or deny an application shall be communicated to the Applicant in writing and sent by ordinary mail to the address provided on the application form, no later than six months from the date that the complete application was received.

SAFER COMMUNITIES

20. In the interest of public safety, the Municipal Engineer may determine the need for additional street lighting installations from time to time. In these cases, the Municipal Engineer shall have the authority to authorize an installation(s).

By-law #45: Street Lighting

FORM A: APPLICATION FOR STREET LIGHTING

Application Date:		
CONTACT INFORMATION		
Name of Applicant:	First:	Last:
E-mail Address:		
Telephone Number:	Day Time:	Cell:
Address:		
Details:		
Location of Requested Street Light(s)		
Please attach:	Sketch of Area where lights are to be installed, including location of existing utility poles	
Indicate if this Application is for:	<input type="checkbox"/> New Street Light Area	<input type="checkbox"/> Existing Street Light Area

Signature

Date

Mail or Drop Off Completed Form to:
Municipality of the County of Kings
181 Coldbrook Village Park Drive
Coldbrook, NS B4R 1B9
Attention: Municipal Clerk

SCHEDULE A – STREET LIGHT CHARGE AREAS

The area within the Municipality serviced by street lighting, is comprised of several communities, as follows:

1. Halls Harbour

All property at Halls Harbour upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highway 359
2. Cove Road
3. West Halls Harbour Road

2. South Berwick

All property at South Berwick upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highway Number 1 running easterly between the Taylor Road intersection and the Windermere Road intersection.
2. Bentley Road running northerly from civic number 195 to Civic number 458.
3. Cleveland Road running northerly from civic number 770 to the junction of Windermere Road.
4. Lawrence Road in its entirety.
5. Kathleen Court in its entirety as well as abutting properties on Highway 1.

3. Kingston - Auburn

All property at Kingston and Auburn upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highway 1 from the Aylesford Village boundary in the East to the Kingston Village boundary in the West.
2. Highway 201 from Highway No. 1 to civic number 2648.
3. Taylor Road in its entirety.
4. Palmer Road from Highway 1 to civic number 982.
5. Dorey Road from Palmer Road to civic number 255.
6. Morden Road from Highway No. 1 northerly to civic number 311.
7. Crocker Road, Richie Lane, West Road and Palmer Road Extension in their entirety.
8. Bennett Road running easterly from the Morden Road to Crocker Road.
9. All roads in the Green Acres subdivision in their entirety, including Cedar, Willow, Brockville and Pineo Streets.
10. Clairmont Road from Highway No. 1 to Highway 101.
11. Greenwood Road from Highway 1 to civic number 1935.
12. Dahlgren Crescent in its entirety.

4. Waterville - Cambridge

All property at Waterville and Cambridge upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highway Number 1 from civic number 5250 in the West to civic number 6465 in the East.
2. Rafuse Road, Northview Drive, Park Street, Foster Street and Mill Street in their entirety.
3. Thompson Road from Highway Number 1 to civic number 869.
4. Black Rock Road from Highway Number 1 to civic number 1756.
5. Maple Street from Highway Number 1 to civic number 846.
6. Waterville Mountain Road from Highway Number 1 to civic number 1103.
7. County Home Road in its entirety.
8. Kaizer Lane in its entirety.
9. Riverside Lane in its entirety.
10. Cambridge Mountain Road from Highway Number 1 to the intersection of the Randolph Road.
11. Cambridge Road from Highway Number 1 to civic number 1131.
12. Cambridge Woods Subdivision including Maple Drive, Bentwood Crescent, Balsom Row in their entirety, and all of Birchcrest Drive with the exception of civic numbers 207 and 325.
13. Cambridge Village Subdivision including Durno Drive and Kinsman Avenue in their entirety as well as the properties on Hale Road, Peterson Street and Rand Street which abut Durno and Kinsman.

5. Morden

All property at Morden upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portion of:

1. Morden Road from McNally Road to the French Cross Road.
2. Grove Street.
3. Lower Road.
4. Wharf Road.
5. French Cross Road from Lower Road to civic number 601.

6. Aldershot - North Kentville

All property at Aldershot and North Kentville upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portion of:

1. Fox Hill subdivision including Watson Lane, Meadowland Court, Hunter Court, Hunter Street, Upland Court and Summerfield Court in their entirety. All of Fox

- Hill Avenue with the exception of civic numbers 141 and 145. All of Eagle Creek Road from Belcher Street to civic number 169.
2. Neva Mae Place in its entirety, and Mahone Place from civic number 2 through civic number 23.
 3. Mee Road, Applecrest Drive, Charles Street, Richard Street, Morton Street, Frank Street, Stead Street, Bezanson Court and Applecrest Extension in their entirety.
 4. Scott Drive, Gracie Drive, Rosedale Avenue, Marie Crescent, Marie Court, Campbell Road, Camhill Court, D'Ell Road, Oakdene Avenue, Sesame Street and Elizabeth Drive in their entirety.
 5. Penny Lane from civic number 959 through civic number 967.
 6. Governor Court from Scott Drive to Rosedale Avenue.
 7. Nichols Avenue from the junction of Campbell Road to the Town of Kentville.
 8. Aldershot Road from civic number 1249 to the Town of Kentville.
 9. Lanzy Road, McKittrick Road, Owen Road, Schofield Road, Lamont Road, Woodworth Road, Marjorie Drive, Exhibition Street, Sanford Road, Randall Road Spencer Road, Tupper Road and Keddy Road in their entirety.
 10. Brooklyn Street from the junction of Keddy Road to the Junction of Tupper Road.
 11. Brook Street from the junction of Exhibition Street to civic number 358.
7. Greenwich
All property at Greenwich upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portion of:
1. Highway Number 1 from civic number 9700, easterly to the Town of Wolfville.
 2. Deep Hollow Road from Highway Number 1 to the junction of Forsythe North Road.
 3. Forsythe North Road from the intersection of Deep Hollow Road to civic number 33.
 4. Kimbrough Court, Avon Lane, Greenwich Road, Blackberry Lane and Eden Row in their entirety.
 5. Highway 358 from civic number 28 through civic number 56.
8. Coldbrook
All property at Coldbrook upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portion of:
1. Kenneth Avenue, Cumberland Drive, Joyce Street and Ward Street in their entirety.
 2. Lovett Road from civic number 2960 northerly to civic number 3030.
 3. Birch Court and civic numbers 2640 through 2651 on Poplar Drive.
 4. Newcombe Blvd.
 5. Coldbrook Village Park Drive.
 6. Opportunity Lane.

9. Hants Border

All property at Hants Border upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highway 1, from civic number 13974, easterly to the Kings/Hants County border.
2. Avon Street, from the intersection of Highway 1 to the Kings/Hants County border.
3. The property at 1521 Bluff Road.

10. Village of Port Williams

All property within the Village of Port Williams upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Blomidon View Drive.
2. Dyke View Road.

11. Grafton

All property within the hamlet of Grafton upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Black Rock Road.
2. Brooklyn Street.

12. Highbury

All property within the hamlet of Highbury upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highbury School Road, from civic number 189 to civic number 346.
2. Merritt Drive.
3. Sunset Drive.
4. LeMarchant Drive.

13. Centreville

All property within the Growth Centre of Centreville upon which there is a dwelling or which is a commercial property all or any portion of which has frontage on a street, road or highway and within 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Morse Lane
2. Neville Court

SCHEDULE B – INTERSECTION STREET LIGHT CHARGE AREAS1. Centreville

All property within the Growth Centre of Centreville upon which there is a dwelling or which is a commercial property all or any portion of which is within 500 feet of the centre line of a street, road or highway and within a 100 feet of the extremities of the area serviced by street lighting and without limiting the foregoing, the applicable portions of:

1. Highways 358 and 221, Saxon Street and Sherman Belcher Road
2. Lone Pine, White Pine and Pine Cone Drives
3. Lady Slipper Drive, Lacey Drive, Lauren Drive and Hannah Avenue
4. Lydiard Road, Natalie Street, Parkside Drive, Monica Crescent and Parkview Drive
5. Saratoga Drive, Millwood Drive and Seneca Street
6. Butler Road, Murray Drive, Morse Lane and Neville Court
7. Mary Avenue, Kaizer Lane, Anthony Avenue and Andrew Drive

History of this By-law

Enacted - April 5, 1977

Amended -	February 22, 1978	June 6, 1995	February 4, 2003
	April 7, 1981	October 3, 1995	August 5, 2003
	May 4, 1982	December 5, 1995	June 1, 2004
	September 7, 1982	July 6, 1993	July 5, 2005
	April 5, 1983	April 2, 1996	May 2, 2006
	April 16, 1985	June 4, 1996	June 6, 2006
	April 15, 1986	June 3, 1997	April 3, 2007
	February 19, 1990	March 2, 1999	May 1, 2007
	April 12, 1990	July 6, 1999	August 9, 2012
	October 2, 1990	July 4, 2000	April 4, 2017
	May 15, 1991	June 4, 2001	December 1, 2020
	August 6, 1991	December 4, 2001	July 26, 2022
	May 19, 1992	January 8, 2002	
	March 2, 1993	March 5, 2002	
	May 18, 1993	May 7, 2002	
	May 31, 1994	July 2, 2002	

By-law Amendments Since April 2017						
First Reading	Notice of Second Reading	Second Reading	Notice of Passing	Certified Copy to Minister	Approval/ Acknowledgement by Minister	Date of Repeal
Nov. 3, 2020	Nov. 10, 2020	Dec. 1, 2020	Dec. 8, 2020	Dec. 8, 2020	January 13, 2021	
July 5, 2022	July 9, 2022	July 26, 2022	Aug. 2, 2022	Aug. 2, 2022		
April 4, 2023	April 11, 2023	May 2, 2023	May 16, 2023	May 16, 2023	June 1, 2023	
Jan. 9, 2024						



Committee Recommendations

COMMITTEE:	Police Services Advisory Committee
COMMITTEE MEETING DATE:	December 20, 2023
COUNCIL MEETING DATE:	January 9, 2024

RECOMMENDATION

a.	Development of Bulletins for Media	That Municipal Council direct the Chief Administrative Officer to liaison with the RCMP to create content for Municipal media platforms that will be published frequently, on a monthly, bi-monthly, or quarterly basis.
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Committee of Council Reports – January 9, 2023

Board/Committee	Chair/Reporting Councillor/ Members	Date Last/Next Meeting	Report
Asset Management Committee	Dick Killam, Joel Hirtle (Chair), Peter Allen	March 20, Sept. 5, 2023 Next: Oct. 3, Nov. 20, 2023	Verbal report provided May 2, 2023
Audit and Finance Committee	Peter Muttart, Emily Lutz, Martha Armstrong, Kevin Davison	November 28, 2023 Next: TBD	
Centreville Area Advisory Committee	Lexie Burgess, Dick Killam	May 5, 2021 Next: TBD	Written report provided June 1, 2021
Diversity Kings County	June Granger (Vice-Chair), Lexie Burgess (Chair)	September 6, 2023 Next: October 4, 2023	Verbal report provided October 3, 2023
Fences Arbitration Committee	Peter Allen - Alternate	No meetings	
Fire Services Advisory Committee	June Granger (Reporting Councillor), Lexie Burgess, Tim Harding	September 21, 2023 Next: November 23, 2023, January 18, 2024	Verbal report provided October 3, 2023
Greenwood Water Utility Source Water Protection Committee	Tim Harding (Chair)	October 6, 2022 Next: June 8, November 16, 2023	Written report provided November 1, 2022
Joint Accessibility Advisory Committee	Lexie Burgess (Vice-Chair)	October 11, 2023 Next: November 8, December 13, 2023	Written report provided October 17, 2023
Kingston Area Advisory Committee	Martha Armstrong	No recent meetings	Written report provided October 6, 2020
Lake Monitoring Committee	Tim Harding Alternate - Emily Lutz	July 22, 2020 Next: TBD	
Municipal Elections Advisory Committee	Janny Postema (Chair)	December 7, 2020 Next: April 19, May 23, July 5, 2023	Written report provided January 19, 2021
Nominating Committee	Martha Armstrong (Chair), Joel Hirtle (Vice-Chair), Peter Muttart, Peter Allen	November 28, 2023 Next: TBD	Recommendations provided December 5, 2023
Planning Advisory Committee	June Granger, Dick Killam (Vice- Chair), Martha Armstrong (Chair), Peter Allen, Kevin Davison	November 14, 2023 Next: December 12, 2023	Recommendations provided December 5, 2023
Police Services Advisory Committee	June Granger, Joel Hirtle (Chair), Peter Allen (Vice-Chair), Dick Killam, Tim Harding	June 21, 2023 Next: September 20, December 20, 2023	Verbal report provided September 19, 2023
Port Williams Area Advisory Committee	June Granger	No recent meetings	
Regional Sewer Committee	Joel Hirtle (Chair) Alternate - Kevin Davison	March 16, 2023 Next: May 5, June 15, August 9, Oct. 20, Nov. 27, Dec. 15, 2023	Recommendation provided August 15, 2023
Sandy Court Source Water Protection Committee	Martha Armstrong	March 18, 2021 Next: March 24, 2022	

External Board and Committee Reports – January 9, 2023

Board/Committee	Reporting Councillor	Last / Next Meeting	Report
Annapolis Valley Regional Library Board	Emily Lutz Alternate - Lexie Burgess	September 2023	Verbal report provided October 3, 2023
Annapolis Valley Trails Coalition Board	Emily Lutz Alternate - Joel Hirtle	November 2023	Verbal report provided November 6, 2023
Canning Source Water Protection Committee	June Granger	No recent meetings?	
Kentville Joint Fire Services Committee	Lexie Burgess, Dick Killam, Peter Allen	September 21, 2023 Next: TBD	Verbal report provided October 3, 2023
Kentville Water Commission	Lexie Burgess	February 2, 2022 Next: April 6, 2022	Written report provided February 15, 2022
Kings Point To Point Transit Society Board	Tim Harding	August 16, 2023 Next: Sept. 20, 2023	Verbal report provided November 21, 2023
Kings Regional Rehabilitation Centre Board	Dick Killam, Tim Harding, Joel Hirtle, Kevin Davison	November 2023 Next: December 2023	Verbal report provided December 5, 2023
Kings Regional Emergency Management Advisory Committee	Peter Muttart Dick Killam	October 16, 2023 Next: January 15, 2024	Written report provided November 6, 2023
Kings Transit Authority Board → Interim Board for 2 years	Peter Muttart	September 21, 2022 Next: Oct. 5, Oct. 19, 2022	
Landscape of Grand Pré Inc. Member	Peter Allen Alternate: Vacant		
Landscape of Grand Pré Inc. Board	Emily Lutz	September 2023	Verbal report provided October 3, 2023
New Minas Source Water Protection Committee	Kevin Davison Alternate: Emily Lutz	January 16, 2022 Next: Feb. 16, 2022	Verbal report provided April 5, 2022
Nova Scotia Federation of Municipalities Board	Martha Armstrong	Fall Conference November 1-4, 2022	Verbal report provided October 18, 2022
Port Williams Source Water Protection Committee	June Granger	March 6, 2023 Next: TBD	Verbal report provided April 4, 2023
Regional Recreation Facility Feasibility Study Working Group	Peter Muttart	November 1, 2021 Next: Dec. 6, 2021	Verbal report provided at November 2, 2021 Council
Trans County Transportation Society (West) Board	Martha Armstrong Alternate - Tim Harding	July 6, 2023 Next: September 20, 2023	Written report provided August 15, 2023
Valley Community Fibre Network (Authority) Board	Joel Hirtle	October 31, 2022 Next: TBD	Verbal report provided November 1, 2021
Valley Regional Enterprise Network Liaison & Oversight Committee	Martha Armstrong, Chair	February 15, 2023 Next: April 19, 2023	Verbal report provided April 4, 2023
Valley Region Solid Waste-Resource Management Authority Board → Interim Board for 2 years	Peter Muttart	September 21, 2022 Next: October 5, 2022	
Western Regional Housing Authority Board	Citizen Member only		
Wolfville Source Water Protection Advisory Committee	Peter Allen	January 13, 2021 Next: April 14, 2021	Written report provided January 19, 2021



December 6th, 2023

Mayor Peter Muttart
Municipality of the County of Kings
181 Coldbrook Village Park Dr.
Coldbrook, Nova Scotia B4R 1B9

Honourable Mayor and Council,

Communities in Bloom is a non-profit, charitable, Canadian organization committed to fostering civic pride, environmental responsibility, and beautification through community engagement and the challenge of friendly competition.

The program nurtures involvement and action by citizens of all ages, municipal governments, local organizations, institutions, not-for-profits and businesses. It strives to improve the tidiness, appearance, and visual appeal of our neighborhoods, parks, open spaces, and streetscapes through the imaginative use of flowers, plants and trees.

A focus on environmental awareness and the preservation and conservation of the cultural, natural, and built heritage elements are also an integral pillars to the success of the program.

We invite your community to explore the program, experience Canadian community pride, and enjoy the benefits of people, plants and pride...growing great places together, by participating in the 2024 Communities in Bloom program.

In the past few years, significant changes have occurred in society's expectations for, and usage of, our outdoor environments. We encourage you to join communities across the Atlantic provinces and Canada to develop:

- **civic pride**
- **mitigate and adapt to the impacts of climate change**
- **enhance green spaces**
- **strengthen neighborhoods and**
- **increase investment opportunities and tourism**

Your community will receive **invaluable feedback from a professional team of experienced, volunteer judges** who will provide you with a comprehensive report of observations and recommendations to serve as a **template for continuous improvement** following their visit.

7856 5th Line
South,
Milton, ON
L9T 2X8

T 514 694-8871

E-Mail/Courriel : bloom@cib-cef.com
Web Site : www.communitiesinbloom.ca
Site Internet : www.collectivitesenfleurs.ca





Your community has the option to participate in one of the following categories:

- **Population Category (community is evaluated):**

Two volunteer judges visit and evaluate the community to provide a detailed report, including any special mentions and an overall bloom rating (from 1 to 5 blooms) The evaluation visit will be scheduled for two days with accommodation provided by the host community.

Or

- **Friends Category (community is not evaluated):**

Community is not evaluated: becomes part of the Communities in Bloom network, able to access educational, idea sharing for community improvement, and an invitation to attend the annual symposium.

Participating in the CiB program has proven, **positive benefits!** While impacting all sectors of your municipality, CiB will help to encourage and enhance community involvement, improve green infrastructure, and become more environmentally sustainable. The very high Return on Investment that has been noted by other communities make CiB **one of the best investments** you can make for your hometown!

***CiB Atlantic is challenging and inviting your community to act early and
REGISTER for the 2024 Atlantic Provincial Edition!***

The deadline to register is **February 29th, 2024**. The registration form can be completed directly on-line, by following this link: <http://www.communitiesinbloom.ca/cib2024>

Also, at the request of our communities, we decided to continue with a **colour theme for 2024**. Next year's colour will be **ORANGE**. We invite everyone to plant orange in honour of our Indigenous communities as we celebrate all the ways Plants Love You.

The National Symposium on Parks & Grounds and National & International Awards Ceremonies will be held in Charlottetown, Prince Edward Island from October 17-20, 2024. We would be pleased to showcase your achievements and to celebrate your bloom rating and level.

For more information about how Communities in Bloom can **help your community** become a **Greener and Healthier** community, please contact:

Sonia Parrino - CiB Program Specialist

Phone: (514) 694-8871 email: bloom@cib-cef.com

Sincerely,

Susan Ellis,
B.A., B. Ed., Ec.D.
CiB National Chairperson



How to Participate in Communities in Bloom

www.communitiesinbloom.ca

Growing Great Places Together

THE PROGRAM

Communities in Bloom is a volunteer and partnership-driven charitable organization that uses a multi-tiered competitive evaluation process to foster community strength, involvement and continuous improvement. This is accomplished by nurturing environmental sustainability, enhancements of green spaces, and heritage conservation, in cultural and natural environments encompassing municipal, residential, commercial, and institutional spaces. National beautification programs have flourished in Europe – including Great Britain, France and Ireland – for decades, and were the inspiration for Communities in Bloom.

The program began in 1995 with 29 Canadian communities and has grown to improve the quality of life in hundreds of participating communities in the provincial, national and international editions.

All communities are invited to participate in the provincial or national editions, within their population category. Trained volunteer judges travel across Canada during the summer to evaluate communities and the overall contributions of municipality, businesses & institutions and residents, including volunteer efforts in regards to the following criteria:

Community Appearance reflects an overall effort by the municipality, businesses, institutions and the residents throughout the community to create great first impressions and a sense that there is continuous attention and upkeep to critical elements of a community that benefit quality of life and economic vitality. Elements for evaluation are: parks and green spaces, medians, boulevards, sidewalks, streets; municipal, commercial, institutional and residential properties; ditches, road shoulders, vacant lots, signs and buildings; weed control, litter clean-up, graffiti prevention/removal and vandalism deterrent programs..



Tignish, PE

Tree Management Woodlands, Canopy Management, Urban and Rural Forestry includes the efforts of the municipality, businesses, institutions and residents with regards to written policies, by-laws, standards for tree management protection (selection, planting, and maintenance), long and short-term management plans, tree replacement policies, pollinator-friendly tree selection, tree inventory including heritage, memorial, and commemorative trees, and Integrated Pest Management (IPM) programs.

Environmental Action pertains to the impact of human activities on the environment and the subsequent efforts and achievements of the community with respect to: environmental stewardship, policies, by-laws, programs and best practices for waste reduction and landfill diversion, composting sites, landfill sites, hazardous waste collections, water conservation, energy conservation, and activities under the guiding principles of sustainable development pertaining to green spaces.



Grand-Falls Windsor, NL

Landscape includes planning, design, construction and maintenance of parks, green spaces and cemeteries suitable for the intended use and location on a year-round basis. Elements for evaluation include native and introduced materials; biodiversity, materials and constructed elements; appropriate integration of hard surfaces and art elements, use of turf and groundcovers. Landscape design should harmonize the interests of all sectors of the community and provide safe and secure public spaces. Standards of execution and maintenance should demonstrate best practices, including quality of naturalization, use of groundcovers and wildflowers along with turf management.

Heritage Conservation includes efforts to preserve and protect both natural and cultural heritage within the community. Preservation of natural heritage pertains to policies, plans and actions concerning all elements of biodiversity including flora and fauna ecosystems and associated geological structures and formations. Cultural conservation represents the "persona" of a community and refers to the heritage that helps define the community including the legacy of tangible elements such as heritage buildings, monuments, memorials, cemeteries, artifacts, museums and intangible elements such as traditions, customs, festivals and celebrations.



Chipman, NB

Plant and Floral Displays evaluates the efforts of the municipality, businesses, institutions and residents to design, plan, execute, and maintain plant and floral displays of high-quality standards. Evaluation includes the design and arrangements of flowers and plants (annuals, perennials, bulbs, ornamental grasses, edible plants, water efficient and pollinator friendly plants) in the context of originality, distribution, location, diversity and balance, colour, and harmony. It also pertains to flowerbeds, carpet bedding, containers, baskets and window boxes.

PROGRAM STRUCTURE

Communities in Bloom is designed to be a continuous community improvement program. It is divided into three phases: Provincial, National and International.

Provincial Editions

Communities participate in their population category within their province and are awarded a bloom rating of 1 to 5 blooms at a provincial awards ceremony in the fall. Based on provincial guidelines, success in a provincially evaluated category leads to the community being invited to the national program.

Any community is allowed to participate in a non-competitive provincial category either to learn about the program or, if they are past participants, to maintain their initiatives, program and committees. Both evaluated and non-evaluated options are available in Atlantic provinces.

Each provincial organization also offers special programs and categories specific to provincial context and objectives.

National Edition

Who is invited to participate in the national edition?

Population

- Past National finalists from the previous year's national edition are invited back to the national competition
- Communities from the previous year's provincial editions as recommended by the respective provincial organization.

Circle of Excellence

A non-competitive category for National Winners without an evaluation.

Class of Champions

A category where Canadian communities who have won in the Population category compete amongst themselves.

Grand Champions

A category where past winners of the Population, International Challenge and Class of Champions compete amongst themselves.

Special Attractions

A category that features green attractions such as parks, living history museums, public gardens, etc.

International Challenge

A competitive category between national and international winners.

The information in this brochure is provided for information purposes only and may vary from actual 2024 program offerings in your area.

PROGRAM BENEFITS

Communities have recognized numerous benefits from participating in the program:

- Increased civic pride and community involvement
- Environmental stewardship through the enhancement of green spaces
- Mobilization of citizens, groups, organizations, businesses and the municipality
- Best practices and Information exchange
- Valuable information and feedback from the judges
- Economic development and increased property values
- Marketing and promotional opportunities
- Positive benefits for the tourism, hospitality and retail industries
- Improved quality of life
- Participation from all ages and walks of life of the community

PROCESS FOR PARTICIPATION

Registrations

Please note that the Atlantic Provincial Edition is administered by the CiB National office, you can contact the National organization by visiting:

<http://www.communitiesinbloom.ca>

You can access the on-line registration form by following this link:

[2024 CiB Atlantic Edition Registration](#)

Cost

Evaluated category (by population)

Up to 1,000 population: \$425 CAD
1,001- 5,000 population: \$495 CAD
5,001 - 10,000 population: \$595 CAD
10,000 + population: \$775 CAD

Non evaluated category

Networking (Non-Evaluated): \$250 CAD

Your Local Committee

The committee is usually composed of local citizens, including one member of council and members of associations, businesses and organizations interested in horticulture, heritage and improving community life.

The committee's objectives are:

- To involve the community by means of local contests, which increase awareness about the program, its benefits and opportunities.
- To act as a liaison with the municipal authorities and Communities in Bloom.

Budget

While participation in the program does not require considerable financial resources, obtaining funds to promote the program, involve the community, honour participants and volunteers, attend the award ceremonies, etc. is recommended.

It is suggested for the community to prepare an estimated budget and to find sources of funding, such as fundraising programs, community events, etc. Communities in Bloom can provide fundraising ideas and examples from other communities.

Bloom Ratings

Communities are rated from 1 to 5 Blooms

Up to 55 points:	1 Bloom
56-63 points:	2 Blooms
64-72 points:	3 Blooms
73-81 points:	4 Blooms
82 points and more:	5 Blooms

There are four (4) levels of 5 Blooms exclusive to the National and International Edition, for evaluated communities only.

5 Blooms:	82 to 83.9%
5 Blooms (Bronze):	84 to 86.9%
5 Blooms (Silver):	87 to 89.9%
5 Blooms (Gold):	90% and over

- A community does not have to be entered in a competitive category, but will need to be evaluated.

- With the introduction of this enhanced higher award standards, the marking of scores will be more critical.



Bay Roberts, NL

PROGRAM COMMITMENT

The participating communities have a responsibility to:

- Involve the entire community to participate (with the support of municipal council)
- Prepare for the judging during the summer
- Provide lodging for 1 or 2 nights for 2 judges.
- Provide transportation for the judges to and from the nearest airport/train station.
- Attend the Provincial and/or National awards ceremonies if budget permits it.
- Pay a registration fee, based on population categories and level of competition.

THE JUDGES' VISIT – USEFUL TIPS

- Prepare information that addresses all criteria in the evaluation form.
- Make good use of the time spent by the judges in your community, to benefit from their expertise.
- The judges' itinerary should include all of the criteria.
- Provide the judges with the opportunity to interact with key individuals and network in your community.
- Let them see that you are proud of your achievements.

AWARDS CEREMONIES

The Provincial Awards Ceremonies are held in the fall and include presentations and awards to all participants along with the judges' feedback.

The National Awards Ceremonies is held in the fall, in conjunction with the National Symposium on Parks and Grounds. All National Finalists are encouraged to attend. The communities are showcased by means of community exhibits and promotional material.

PROMOTIONS

www.communitiesinbloom.ca: CiB's website gives visibility to our participants in the NewsComm and Explore our Communities section of our website. The website also includes a resource centre featuring information from sponsors and communities along with electronic copies of our magazines.

Social Networks: CiB participants are welcomed to send us updates, news and photos to post on our Facebook, Twitter and Instagram pages:

www.facebook.com/communitiesinbloom

www.twitter.com/cibcef www.instagram.com/cibcef/

Within the context of climate change and environmental concerns, all communities involved in the program can be proud of their efforts, which benefit all of society.



**Communities in Bloom
National Office**
7856 Fifth Line, Milton, ON
L9T 2X8
Tel.: 514-694-8871
bloom@cib-cef.com
www.communitiesinbloom.ca

 [communitiesinbloom](https://www.facebook.com/communitiesinbloom)

 [@cibcef](https://twitter.com/cibcef)

 [cibcef](https://www.instagram.com/cibcef)

Major Sponsor



Founding Sponsor



National Sponsors



Partners





Evangeline Recreation Society
130 Commercial Street, Berwick
Nova Scotia, B0P 1E0
902-538-9349
evangelineclubberwick@gmail.com

Mayor Peter Muttart
Municipality County of Kings
181 Coldbrook Village Park Drive
Coldbrook NS B4P 1B9

Hello Mayor Muttart,

We remain grateful for the opportunity to share the story of Evangeline Club with you and your fellow councilors on November 21, 2023. Your questions and expressions of support are appreciated. Now we are asking you to express your support directly to our government partners.

Evangeline Recreation Society (which operates Evangeline Club) has received financial support from The Department of Community Services since the Club's inception, and from the Department of Health and Wellness (via NSHA) since 2013. The amounts received from each of these Departments have not increased since 2103.

In November of 2023 we asked these two government partners for significant funding increases for the 2024/2025 fiscal year. The attached Statement of Need was included with these requests.

In March of 2023 the newly created Office of Addictions and Mental Health gave Evangeline Club a one-time, emergency grant to address immediate staffing needs. In November of 2023 we asked them to partner with us by providing long-term, sustainable funding from their emerging *Community Funding Framework*.

We are asking you to support our efforts to secure increased public revenue. As a municipal councilor you are well positioned to describe how the unique services of Evangeline Club meet the needs of many of your constituents. Please express your support for the Evangeline Club to any or all the individuals listed on the next page.

We thank you for your prompt attention to our request. Please do not hesitate to contact me should you require further information.

Respectfully,

A handwritten signature in cursive script that reads "Carolyn Campbell". The ink is black and the signature is fluid and legible.

Dr. Carolyn Campbell, PhD, MSW, RSW
Chair, Board of Directors, Evangeline Recreation Society
cjcampbell2205@gmail.com
902-542-7112

Department of Community Services

1. The Honourable Trevor Boudreau, Minister of Community Services, Province of Nova Scotia
Department of Community Services
P.O. Box 696
1894 Barrington St.
Halifax, NS
B3J 2A8
DCSMIN@novascotia.ca
902-424-3287
2. Ms. Melissa MacKinnon, Deputy Minister, Department of Community Services
Department of Community Services
P.O. Box 696
1894 Barrington St.
Halifax, NS
B3J 2A8
DCS-deputyminister@novascotia.ca
3. Mr. Mike Hazelwood, Manager, Service Provider Supports, Strategic Operations and Innovation Division, Western Region
470 Main Streer, Kentville, NS B4N 1L2
(902) 7678-5107
michael.hazelwood@novascotia.ca

Department of Health and Wellness

1. The Honourable Michelle Thompson, Minister of Health and Wellness, Province of Nova Scotia
Honourable Michelle Thompson
Department of Health and Wellness
P.O. Box 488
Halifax, NS
B3J 2R8
902-424-0559
Health.Minister@novascotia.ca
2. Jeannine Lagasse, Deputy Minister, Minister of Health and Wellness
Department of Health and Wellness
P.O. Box 488
Halifax, NS
B3J 2R8
Deputy.HealthandWell@novascotia.ca

3. Katrina Crosby, Contracts and Business Manager, Community Wellness and Supports, Mental Health and Addictions
5 Chipman Dr. Kentville NS B4N 3V7.
Katrina.Crosby@nshealth.ca

Office of Addictions and Mental Health

1. The Honourable Brian Comer, Minister of Addictions and Mental Health, Province of Nova Scotia
Honourable Brian Comer
Office of Addictions and Mental Health
P.O. Box 488
Halifax, NS
B3J 2R8
MentalHealth.Minister@novascotia.ca
2. Kathleen Trott, Deputy Minister, Office of Addictions and Mental Health
Office of Addictions and Mental Health
P.O. Box 488
Halifax, NS
B3J 2R8
Kathleen.Trott@novascotia.ca
3. Stephanie Bizzeth, Community Liaison Coordinator, Office of Addictions and Mental Health
5151 George St.,
Suite 1100
Halifax, NS
B3J 1M5
Phone: 902-456-8712
Stephanie.Bizzeth@novascotia.ca



Evangeline Recreation Society
130 Commercial Street, Berwick
Nova Scotia, B0P 1E0
902-538-9349
evangelineclubberwick@gmail.com

Statement of Need November 2023

The lived experiences of members of Evangeline Club have significantly changed over the last decade, particularly since 2020. All our Club members face increased financial, food, and health insecurities. Currently, almost 30% of our regular members experience precarious housing. Some are staying in tents, on either a short or long-term basis. Members also report extremely limited access to non-critical mental health counselling.

Due to targeted outreach and publicity efforts the number of people engaging with the Club has increased. We have more members, volunteers, visitors, and donors, sometimes welcoming 10 to 20 members per day. In past years the Club provided members with one or two noon time meals a week; members now enjoy a light breakfast and hearty lunch five days per week. 'Take out' is offered to a few members to help them with evening and weekend nourishment. During the month of September, we served 387 lunches and 20 takeaway meals; in October, we served 250 lunches and 30 takeaways.

Our peer support services have become more and more utilized as members feel abandoned by the more formal system. In partnership with Open Arms, a shelter organization, we have opened our doors to serve as an emergency shelter during severe storms.

Our staff spend many hours liaising with other services in the Annapolis Valley, advocating for the support our members need and deserve. They are at the forefront of initiatives to improve cooperation and collaboration among service agencies. We are also faced with a diminishing pool of volunteers who are part of our various programs, who help with maintenance tasks, or who serve on our Board of Directors.

Effectively responding to the needs of members places increasing demands on our people, our resources, and our finances. Expenditures for food, shelter, power, furnishings, equipment, and other items are steadily increasing. Security and maintenance costs have also increased and, as the clubhouse ages, renovations and repairs are required. Recruiting and retaining volunteers is becoming more difficult and requires dedicated staff attention.

Effectively responding to the needs of members also requires recruiting, paying, and retaining sufficiently qualified staff. Our current budget does not permit us to hire an Executive Director to oversee Club administration. We have one full-time and 2 part-time staff, meaning that sometimes there is only one staff member present during Club activities. We are not able to pay a living wage or offer benefits and professional development opportunities are limited. As most positions are part-time and contract, there is frequent staff turnover.

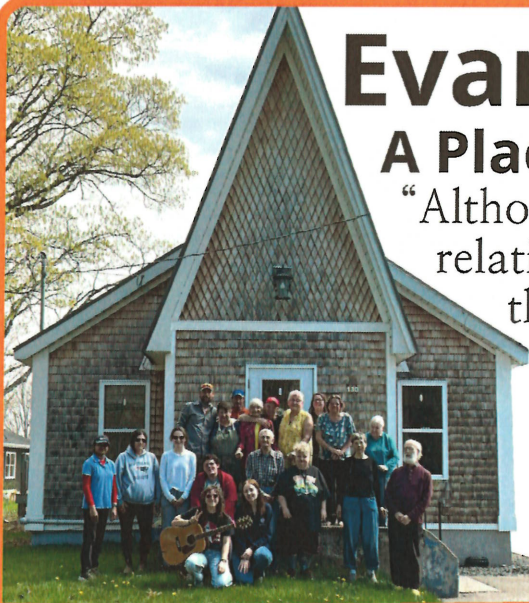
Members of the Board of Directors are cognizant of the need to move toward a governance model advocated by the Nova Scotia government¹. Increased income would allow us to hire a part-time Executive Director to complete tasks that are now inappropriately handled by Directors (e.g., writing and monitoring grant proposals, managing day-to-day expenditures, personnel supervision).

Less than 40% of our current expenditure is covered by secure, predictable, long-term funding (from the Department of Community Services and the Nova Scotia Health Authority). The remainder is covered by foundation support, one time project specific grants, and fundraising.

While we are grateful for ongoing governmental support, this funding model comes with many challenges. One time grant funding offers exciting opportunities for innovative programming, but it often cannot be used for the staffing or operational costs that form the bulk of our expenditures. Sustainable, long-term, operational funding would enable the following outcomes.

- Recruitment and retention of sufficient qualified staff.
- Outreach and publicity to increase Club membership.
- Enhanced and consistent Club programming.
- Infrastructure enhancement.
- Increased partnerships with other agencies to ensure coordinated services.
- Enhanced volunteer recruitment and retention.
- Improved governance model and practices, i.e., becoming a policy, not management, Board of Directors.

¹ The Manager for Service Provider Supports, Western Region offered a workshop for us in March of 2023 outlining the elements of a policy governance model.



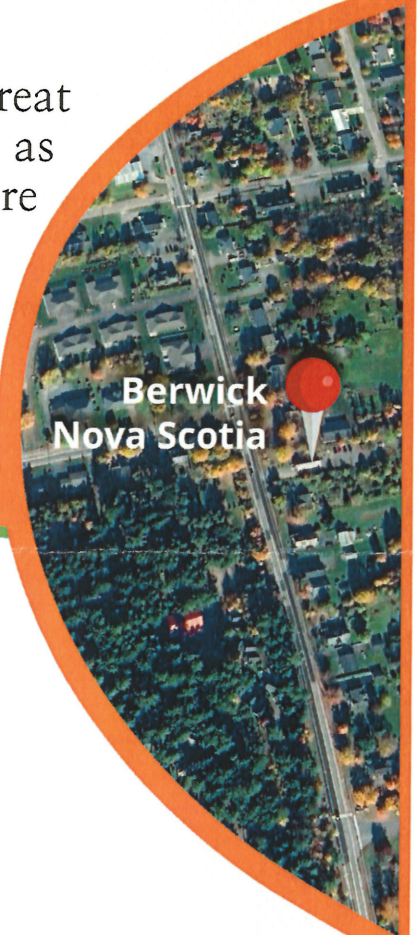
Evangeline Club

A Place to Belong

"Although we may think of and treat relationships with one another as the icing on the cake, they are actually the cake"

Dan Siegel

Berwick
Nova Scotia



CREATIVITY ACCEPTANCE
SUPPORT WELCOMING INTEGRITY COMPASSION GENEROSITY
CARING COMFORT DIGNITY
EMPATHY HONESTY LOYALTY COMMUNITY



When we receive love, kindness, support, and respect from others, we are less likely to experience anxiety, depression, or addiction. For people living with mental health challenges, this sense of belonging and connection is often strained, disrupted, or broken. Isolation is a frequent side effect of poor mental health. Stigma, financial and housing insecurity, lack of affordable transportation, personal trauma and/or anxiety make reaching out to others scary and difficult.

Safe, comfortable spaces are a direct way to break through these barriers to help people grow and thrive.

Our staff, volunteers, directors, and members invite you to take your seat at our table. Join us in growing this Place to Belong.

Our mission at The Evangeline Club is to provide a safe, supportive space for individuals living with mental health challenges. We believe in addressing social isolation by empowering individuals to bring out their best selves through peer support, educational workshops, and recreational activities.



Staffed by people who have experience with the realities of mental health challenges, Evangeline Club actively supports people in their healing journeys by offering:

1. An open and inclusive drop-in space
2. Wellness programming
3. Nutritious daily meals
4. Peer support
5. Use of computers, telephones, showers, and laundry facilities,
6. Emergency overnight shelter during severe inclement weather (in partnership with a local housing organization).
7. Financial support for individuals to access social, recreational, or educational opportunities in their communities.

"It felt like I was actually learning something. It opened my eyes to other things that I probably would never have even tried."
Sandra

Ways you can help:

1. HANG OUT!

Come and chat, play games, share food, garden, go for walks. We want you to experience the community we have built.

2. SHARE!

Spread our story: tell people about Evangeline Club, invite them to visit, share us among your social networks, encourage organizations you are involved with to support us.

3. LEAD!

Whether it's yoga, cooking, gardening, visual arts, music, discussing current events, or knitting, come and do it with us – there are always members interested in these activities. Sharing your time and experience with our community is a tremendous help.

4. SERVE!

Do you share our values and want to contribute to the work of a small non-profit? Consider joining our Board of Directors. We welcome folks with financial, personnel, or policy experience, or other skills that could improve our governance.

"I feel understood. Not misunderstood but understood. It's just a safe place to talk and have fun, learn new things. It's a sense of community, a sense of safety here."

Patricia

5. SUPPORT!

Your crucial financial contribution has direct results:

\$40 would buy 20 Kings Transit Senior Bus Tickets

\$100.00 would replenish our art supplies

\$250.00 would feed members breakfast and lunch for a week

\$1000.00 would feed members breakfast and lunch for a month

\$2,500+ would help us with renovations and other improvements to facilities

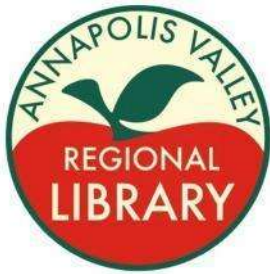


Tax receipts will be issued for contributions of \$20.00 or more
Cheques can be made payable to **Evangeline Recreation Society**
130 Commercial Street Berwick NS BOP 1EO

E-mail transfers to evangelineclubberwick@gmail.com

CRA# 139482665 RR 0001

www.evangelineclub.com



Annapolis Valley Regional Library

P.O. Box 510 236 Commercial Street Berwick, NS B0P 1E0

Phone 1-866-922-0229

www.valleylibrary.ca email: administration@valleylibrary.ca

The Honourable Allan MacMaster
Minister of Communities, Culture, Tourism and Heritage
1741 Brunswick St., 3rd Floor
P.O. Box 456, STN Central
Halifax, NS B3J 2R5
Sent via email: MIN_CCTH@novascotia.ca

December 5, 2023

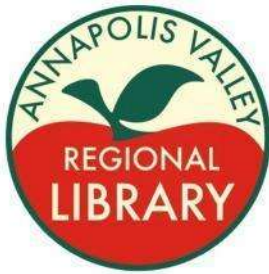
Dear Minister MacMaster,

We are writing to highlight the urgency of starting the funding review process as soon as possible and request the Ministry's support in ensuring continuation of the service that means so much to Nova Scotians.

AVRL is the busiest rural regional library system in Nova Scotia, serving 20% of the non-HRM population with 11 branches. And AVRL consistently demonstrates leadership in delivering sophisticated and modern library services. People are confident in coming back to public libraries and the feelings of community they find there, and it is our mission to continue to find ways to inspire and improve their quality of life with reliable service and informed resources. In 2022-23, circulation of materials and program attendance rebounded above 2019 levels, and we signed up a record-setting 5,252 new cardholders. 2023-24 is already even busier, with usage across all major indicators at 10+% increase over 2022-23.

Despite these successes, the limitations of previous funding formulas have created in very real negative outcomes resulting in staff reductions, including historically the lowest salaries for library workers in the Province. As of 2023, we are no longer able to recruit and retain staff to perform the core functions of the library. As a result, AVRL has already been forced to reduce programming and open hours to the public. Furthermore, the staff have recently unionized as NSUPE Local 23 and ratified their first collective agreement, during which they negotiated for modest wage increases of \$1 per hour, which brings the starting wage at AVRL to \$15.81.

For the 2020-2025 funding cycle, the Provincial contribution is \$1,919,600. Since 2011, AVRL's total funding from all sources has only increased by \$254,000 or 10.37%. As of the date of this letter, the Bank of Canada estimates that inflation from 2011-2023 has been in excess of 31%. Current funding has been declining in purchasing power for decades, and AVRL is now in a precarious financial situation, with operating costs outstripping the current financial envelope.



Annapolis Valley Regional Library

P.O. Box 510 236 Commercial Street Berwick, NS B0P 1E0

Phone 1-866-922-0229

www.valleylibrary.ca email: administration@valleylibrary.ca

To fund operational increases, AVRL has been gapping open positions and reallocating funds, but in order to maintain current levels of service through 2023 and 2024, it will need to draw on its reserve funds. AVRL estimates that approximately 60% of the reserve will be depleted as of March 31, 2025 and we will not be able to sustain current levels of service in 2025-26. Operational expenses are so lean that mitigating the shortfall would be the equivalent of closing 5 of the 11 library branches.

In order to communicate any changes to the municipalities with enough time to implement any changes for April 1, 2025, an agreement would need to be reached and communicated to the municipalities by March 31st, 2024. This represents a very short timeline and increases the urgency of beginning the process.

The funding Municipalities in the Annapolis Region continue to believe in the value of public libraries and to make investments in their facilities, with the Town of Wolfville committing in 2023 to construct a new building in the downtown core, with a projected construction date of 2027. Indeed, all of the funding Municipalities have demonstrated how much they value their library service, replacing or renovating all 11 branches within the last 25 years.

Further, Nova Scotia's public libraries continue to work cooperatively, delivering a higher level of service while being increasingly efficient with our funding; in April 2022 the Same Page initiative was launched between the 8 rural regions, increasing the size of the shared collection to over 1 million items. For reference, AVRL only owns about 130,000 physical items. This has increased the depth and breadth of the collection enormously, and AVRL patrons immediately became the heaviest users in the Province.

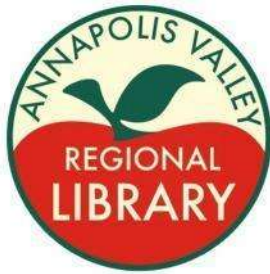
Libraries also continue to be places that can help to fulfill Provincial initiatives to improve quality of life in our communities. With 80 library locations across Nova Scotia, and locations open 7 days a week and staff who are trained in information literacy, libraries are an essential component in creating equitable, healthy communities. In 2023, this includes: continuing to distribute Rapid Antigen Test kits and menstrual supplies to mitigate the impacts of Period Poverty; promoting new initiatives related to health, education, tourism and culture; and allocating resources to increase education in treaty history and Mi'kmaq culture.

Public libraries are essential community hubs that bring people together and achieve enormous social and economic benefit. We respectfully ask for your help in bringing forward the value of public libraries in Nova Scotia and the case for enhanced financial investment to ensure that our communities thrive.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Janet Ness", is written over a horizontal line.

Janet Ness, Board Chair



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CC: Mr. Keith Irving, MLA for Kings South

Mr. Carmen Kerr, MLA for Annapolis

Mr. John Lohr, MLA for Kings North

Mr. Chris Palmer, MLA for Kings West

Ms. Melissa Sheehy-Richard, MLA for Hants West

Stephanie Smith, Executive Director, Archives, Libraries and Museums, Dept of
Communities, Culture, Tourism and Heritage

Lynn Somers, Director, Nova Scotia Provincial Library, Dept of Communities,
Culture, Tourism and Heritage