



MUNICIPALITY of the
COUNTY of KINGS

MUNICIPAL COUNCIL
Tuesday, February 4, 2025
Following Public Hearing
AGENDA

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

1. Roll Call **1:43:50**
2. Approval of Agenda **1:44:27** Page 1
3. Disclosure of Conflict of Interest Issues **None**
4. Approval of Minutes **1:45:45**
 - a. January 7, 2025 Council Page 3
5. Business Arising from Minutes **None**
 - a. January 7, 2025 Council Page 3
6. Planning Advisory Committee Recommendations January 14, 2025 **1:46:54** Page 13
 - a. Application to enter into a Development Agreement in New Minas (File #20-17)
 - b. Application to rezone three properties in North Kentville (File #24-09) **1:47:55**
 - c. Application to amend the Land Use By-law (File 24-14) **1:49:21**
 - d. Application to rezone three properties in Coldbrook (File 24-06) **1:50:11**
 - e. Next Public Hearing Date **1:51:12**
7. Administration
 - a. Proclamation Request: Amyloidosis Awareness Month **1:51:29** Page 14
8. Engineering and Public Works
 - a. Detailed Design Approval - Canning WWTF Expansion Project **1:53:09** Page 16
9. Financial Services
 - a. Amendments to Policy FIN-05-024: Property Tax Sales (adoption) **1:59:44** Page 18
 - b. Amendments to Policy FIN-05-009: Personal Property Tax Exemption (notice) **2:00:16** Page 20
Page 25
 - c. Valley Region Solid Waste-Resource Management Authority Fiscal 2025/26 Operating and Capital Budget **2:06:00** Page 30
 - d. Kings Transit Authority Fiscal 2025/26 Operating and Capital Budget **2:14:12**
10. Committee of the Whole Recommendations January 21, 2025 Page 41
 - a. Addition to Reserve - Annapolis Valley First Nation **2:21:50**
 - b. Fees Policy Amendments for Permit Application fees on Residential Units and Residential Solar Projects (Notice) **2:23:50**
 - c. Screening Building Project Design Revisions – Aldershot & Avonport Sites **2:24:47**
 - d. Aylesford Lift Station AD2 Upgrades **2:26:09**
11. Diversity Kings County Committee Recommendation January 6, 2025 **2:27:21**
 - a. Diversity Training Page 42

Agenda continued on next page



MUNICIPALITY *of the*
COUNTY *of* KINGS
MUNICIPAL COUNCIL
Tuesday, February 4, 2025
Following Public Hearing
AGENDA - Continued

12. Board and Committee Reports **2:30:10**
 - a. Regional Emergency Management Advisory Committee Page 43
 - b. Annapolis Valley Regional Library Board Page 49
 - c. Joint Fire Services Committee Page 50
 - d. Committees of Council Page 51
 - e. External Boards and Committees Page 52
13. Correspondence **2:34:33**
 - a. 2025-01-16 Canadian Union of Postal Workers: Industrial Inquiry Commission Reviewing Canada Post Page 53
 - b. 2025-01-17 Minister of Emergency Management: Moving towards Consistent and Impactful Emergency Response Page 58
 - c. 2025-01-24 Response to Minister of Emergency Management Page 60
 - d. 2025-01-16 Kentville Business Centre: Support of Regional Recreation Complex Page 62
 - e. 2025-01-28 Old Orchard Inn: Support of Regional Recreation Complex Page 63
14. Other Business **2:37:26**
 - a. MLA Meeting Briefing Page 65
15. Comments from the Public **2:52:51**
16. Adjournment **2:58:17**

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

**THE MUNICIPALITY OF THE COUNTY OF KINGS
MUNICIPAL COUNCIL
Tuesday, January 7, 2025
DRAFT MINUTES**

**Meeting Date
and Time**

A meeting of Municipal Council was held on Tuesday, January 7, 2025 at 6:00 p.m. in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

1. Attendance

All Members of Council were in attendance.

Results for Roll Call

For 10
Against 0

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

Also in attendance were:

- Scott Conrod, Chief Administrative Officer
- Rob Frost, Deputy Chief Administrative Officer
- Greg Barr, Director, Finance & IT
- Brad Carrigan, Director, Engineering & Public Works
- Trish Javorek, Director, Planning & Inspections
- Scott MacKay, Manager, Revenue
- Janny Postema, Municipal Clerk/Recording Secretary

2. Approval of Agenda

On motion of Councillor Harding and Councillor Lutz, that Municipal Council approve the January 7, 2025 agenda as circulated.

Motion Carried.

Results

For 10
Against 0

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

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

4. **Approval of Minutes**

4a. [December 3, 2024 Council](#) **On motion of Councillor MacPherson and Councillor Hiltz, that the minutes of the December 3, 2024 Council meeting be approved as circulated.**

Motion Carried.

Results

For 10
Against 0

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

4b. [December 4, 2024 Special Council](#) **On motion of Councillor Gates and Councillor Sappington, that the minutes of the December 4, 2024 Special Council meeting be approved as circulated.**

Motion Carried.

Results

For 10
Against 0

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

4c. [December 11, 2024 Special Council](#) **On motion of Councillor Allen and Councillor Best, that the minutes of the December 11, 2024 Special Council meeting be approved as circulated.**

Motion Carried.

Results

For 10
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For

District 4	Riley Peckford	For
District 5	Tim Harding	For
District 6	Bob Best	For
District 7	Emily Lutz	For
District 8	Christina Sappington	For
District 9	Peter Allen	For

4d. [December 12, 2024 Special Council](#)

On motion of Councillor Gates and Councillor Sappington, that the minutes of the December 12, 2024 Special Council meeting be approved as circulated.

Motion Carried.

Results

For 10
Against 0

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

4e. [December 17, 2024 Special Council](#)

On motion of Councillor Lutz and Deputy Mayor Peckford, that the minutes of the December 17, 2024 Special Council meeting be approved as circulated.

Motion Carried.

Results

For 10
Against 0

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

5. **Business Arising from Minutes**

5a. [December 3, 2024 Council](#)

There was no business arising from the December 3, 2024 minutes.

5b. [December 4, 2024 Special Council](#)

There was no business arising from the December 4, 2024 minutes.

5c. [December 11, 2024 Special Council](#) There was no business arising from the December 11, 2024 minutes.

5d. [December 12, 2024 Special Council](#) There was no business arising from the December 12, 2024 minutes.

5e. [December 17, 2024 Special Council](#) There was no business arising from the December 17, 2024 minutes.

6. Administration

6a. [Policy FIN-05-008: Business Expense \(adoption\)](#) **On motion of Councillor Harding and Councillor Allen, that Municipal Council adopt amendments to Policy FIN-05-008: Business Expense as attached to the January 7, 2025 agenda package.**

Motion Carried.

Results

For 10
Against 0

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

6b. [Policy FIN-05-020: Hospitality \(adoption\)](#) **On motion of Councillor Lutz and Councillor Allen, that Municipal Council adopt amendments to Policy FIN-05-020: Hospitality as attached to the January 7, 2025 agenda package.**

Motion Carried.

Results

For 10
Against 0

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

7. Financial Services

7a. [Amendments to Policy FIN-05-024: Property Tax Sales \(notice\)](#)

Scott MacKay, Manager of Revenue, presented the Request for Decision as attached to the January 7, 2025 Council agenda and provided a [presentation](#).

On motion of Councillor MacPherson and Deputy Mayor Peckford, that Municipal Council provide seven days' notice, per s.48(1) *Municipal Government Act*, to amend Policy FIN-05-024: Property Tax Sales as detailed in the January 7, 2025, Request for Decision.

Motion Carried.

Results

For 10
Against 0

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

8. [Fire Services Advisory Committee Recommendation December 5, 2024](#)

8a. **Fire Fighter Honorariums**

Deputy Mayor Peckford presented the recommendation as attached to the January 7, 2025 Council agenda.

On motion of Deputy Mayor Peckford and Councillor Hiltz, that Municipal Council budget for a \$1,000 honorarium for each Kings County firefighter in the 2025-2026 budget and place those funds in a reserve pending a recommendation from the Kings County Fire Fighters Association on how to distribute the funds.

Motion Tabled.

On motion of Councillor MacPherson and Councillor Best, that Council table the motion related to honoraria for Kings County firefighters until more information is made available.

Results

For 9
Against 1

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

9. [Joint Accessibility Advisory Committee Recommendation December 11, 2024](#)

9a. **Village Commissioner Appointments to Joint Accessibility Advisory Committee**

Councillor Hiltz presented the recommendation as attached to the January 7, 2025 Council agenda.

On motion of Councillor Hiltz, and Councillor Allen, that Municipal Council reappoint Quentin Hill (Village of New Minas) and Robert Sealby (Village of Greenwood) and appoint Doug MacLean (Village of Cornwallis Square) as Village Commissioner representatives on the Joint Accessibility Advisory Committee for terms ending May 31, 2027.

Motion Carried.

Results

For 10
Against 0

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

10. [Planning Advisory Committee Recommendations December 10, 2024](#)

10a. **Application to enter into a Development Agreement in New Minas (File #20-17)**

Councillor Lutz presented the recommendations as attached to the January 7, 2025 Council agenda.

On motion of Councillor Lutz and Councillor Harding, that Municipal Council give Initial Consideration to and hold a Public Hearing regarding entering into a development agreement to permit the development of two multi-unit dwellings at Old Dyke Road (PID 55209530), New Minas which is substantively the same (save for minor differences in form) as the draft set out in the report dated December 10, 2024.

Motion Carried.

Results

For 10
Against 0

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

10b. **Application to rezone three properties in North Kentville (File #24-09)**

On motion of Councillor Lutz and Councillor Best, that Municipal Council give First Reading to and hold a Public Hearing regarding the application to rezone the properties located on Brooklyn Street (PIDs 55047856, 55472955, 55473987), North Kentville from the Residential One and Two Unit (R2) Zone to the Residential Multi-unit (R4) Zone, as described in Appendix D of the report dated December 10, 2024.

Motion Carried.

Results

For 10
Against 0

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

10c. **Application to amend the Land Use By-law (File 24-14)**

On motion of Councillor Lutz and Councillor Gates, that Municipal Council give First Reading to and hold a Public Hearing regarding the amendments to the text of the Land Use By-law to enable bed and breakfast operations within residential units in all zones that permit residential units as described in Appendix A of the report dated December 10, 2024.

Motion Carried.

Results

For 10
Against 0

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

10d. **Next Public Hearing**

Councillor Lutz noted that the next Public Hearing would be held on Tuesday, February 4, 2025 at 6:00 p.m.

11. **Correspondence**

11a. [Nova Scotia Association of Realtors](#)

Mayor Corkum presented the correspondence as attached to the January 7, 2025 Council agenda.

On motion of Councillor Hiltz, and Deputy Mayor Peckford, that Municipal Council receive the correspondence as attached to the January 7, 2025 agenda for information.

Motion Carried.

Results

For 10
Against 0

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

12 Board and Committee Reports

12a. [Kentville Joint Fire Services Committee](#)

Councillor Hiltz presented the report as attached to the January 7, 2025 Council agenda.

On motion of Councillor Hiltz, and Councillor Allen, that Municipal Council receive the Kentville Joint Fire Services Committee report for information.

Motion Carried.

Results

For 10
Against 0

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

12b. [Police Advisory Board](#)

Councillor Sappington presented the report as attached to the January 7, 2025 Council agenda.

On motion of Councillor Sappington, and Councillor Hiltz, that Municipal Council receive the Police Advisory Board report for information.

Motion Carried.

Results

For 10
Against 0

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

12c. **Diversity Kings County**

Councillor Sappington shared that Diversity Kings County has met twice, and that she has been elected chair, and Councillor MacPherson has been elected vice-chair.

12d. **Kings Regional Rehabilitation Centre Board**

Councillor Harding provided a brief update from the last meeting.

On motion of Councillor Harding, and Councillor Allen, that Municipal Council receive the Kings Regional Rehabilitation Centre Board report for information.

Motion Carried.

Results

For 10
Against 0

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

12e. **Interim IMSA Board (Kings Transit & Valley Waste)**

Councillor Lutz provided a brief update from the December 18, 2024 Interim IMSA Board.

On motion of Councillor Lutz, and Councillor Best, that Municipal Council receive the Interim IMSA Board (Kings Transit & Valley Waste) report for information.

Motion Carried.

Results

For 10
Against 0

District	Name	Results
Mayor	Dave Corkum	For
District 1	Everett MacPherson	For
District 2	Doug Gates	For
District 3	Robbie Hiltz	For
District 4	Riley Peckford	For

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

- 12f. [Committees of Council](#) For information.
- 12g. [External Boards and Committees](#) For information.
- 13. **Other Business** Councillor Gates requested an update on the electric vehicle charging stations at the Municipal Building. Staff provided a brief update.
- 14. **Comments from the Public** Connie Lupinetti, Murphy Lake, asked questions regarding agenda items, 6a and 7a. Staff provided information to Ms. Lupinetti.
- 15. **Adjournment** **On motion of Councillor Allen, and Councillor Sappington, there being no further business, Council adjourned at 7:01 p.m.**

Motion Carried.

Results

For 10
Against 0

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

Approved by:

Dave Corkum
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	Planning Advisory Committee
COMMITTEE MEETING DATE	January 14, 2025
COUNCIL MEETING DATE	February 4, 2025

RECOMMENDATIONS

a.	Application to enter into a Development Agreement in New Minas (File 20-17)	That Municipal Council give Final Consideration to entering into a development agreement to permit the development of two multi-unit dwellings at Old Dyke Road (PID 55209530), New Minas, which is substantively the same (save for minor differences in form) as the draft set out in the report dated December 10, 2024 .
b.	Application to rezone three properties in North Kentville (File 24-09)	That Municipal Council give Second Reading to the application to rezone the properties located on Brooklyn Street (PID 55047856, 55472955, 55473987), North Kentville from the Residential One and Two Unit (R2) Zone to the Residential Multi-unit (R4) Zone, as described in Appendix D of the report dated December 10, 2024 .
c.	Application to amend the Land Use By-law (File 24-14)	That Municipal Council give Second Reading to amendments of the text of the Land Use By-law to enable bed and breakfast operations within residential units in all zones that permit residential units as described in Appendix A of the report dated December 10, 2024 .
d.	Application to rezone three properties in Coldbrook (File 24-06)	That Municipal Council give First Reading to and hold a Public Hearing regarding the application to rezone 6746 and 6754 Highway 1 (PID 55154025, 55154017, 55450936), Coldbrook from the Residential One and Two Unit (R2) Zone to the Residential Mixed Density (R3) Zone as described in Appendix C of the report dated January 14, 2025 .
e.	Next Public Hearing Date	Tuesday, March 4, 2025 at 6:00 p.m.

FROM Janny Postema, Municipal Clerk
COUNCIL MEETING DATE February 4, 2025

RECOMMENDATIONS

a.	Proclamation Request: Amyloidosis Awareness Month	That Municipal Council proclaim March 2025 to be “Amyloidosis Awareness Month” in the Municipality of the County of Kings. Proclamation attached
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MUNICIPALITY *of the*
COUNTY *of* KINGS

PROCLAMATION

Amyloidosis Awareness Month

March 2025

WHEREAS, March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

WHEREAS, Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

WHEREAS, Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

WHEREAS, Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

WHEREAS, Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and

WHEREAS, Early diagnosis can lead to better outcomes for both patients and their families; and

WHEREAS, Raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada.

THEREFORE be it resolved that I, Mayor Corkum, on behalf of Municipal Council, do hereby proclaim March 2025 to be “Amyloidosis Awareness Month” in the Municipality of the County of Kings.

Signed this 4th day of February 2025,

Mayor David Corkum

181 Coldbrook Village Park Drive
Coldbrook, NS B4R 1B9
Phone: (902) 678-6141
Toll Free: 1-888-337-2999
www.countyofkings.ca

TO	Municipal Council
PREPARED BY	Brad Carrigan, Director of Engineering & Public Works
MEETING DATE	February 4, 2025
SUBJECT	Detailed Design Approval – Canning WWTF Expansion Project

ORIGIN

- [March 30, 2022 – 2022/23 Capital Budget Consideration](#)

RECOMMENDATION

That Municipal Council approve a purchase order to Dillon Consulting for continuation of professional services related to expansion and upgrades at the Canning Wastewater Treatment Facility, in the amount of \$185,243.22 for detailed design (including non-recoverable HST).

INTENT

For Council to recommend approval of a purchase order for detailed design and construction engineering costs related to the Canning Wastewater Treatment Facility (WWTF), to permit construction tendering and construction activities to be initiated within the 2025/26 fiscal period.

DISCUSSION

In 2022, Dillon Consulting completed preliminary design studies related to expansion and upgrade of the treatment facility in Canning. The existing facility was originally constructed in 1973, with upgrades to the onsite pump station in 2004, as well as upgrades to the UV system and the aeration system in 2013.

To accommodate expected growth and new developments beyond those in development, the Municipality identified a need to increase treatment capacity at the Canning WWTF. Dillon Consulting completed a study last year that presented options for treatment upgrades. Municipal Engineering staff choose to proceed with the first option, optimization of the existing lagoons, versus a much higher cost option to construct a new Single/Sequence Batch Reactor (SBR) system. The conceptual design completed as part of the options analysis indicates that the additional aeration can be supplied by the existing blowers at site; however, additional aerators will need to be added to the lagoon cells.

Scope of work for this project will be to complete the detailed design of the additional aeration in Cells 1 and 2, the addition of a new screening unit and associated building, and modifications to force main and gravity sewer routing to and from the screening building. The new building will include a washroom and office space for the facility operators. Dillon will also designate space that allows for road access for future passive desludging activities. The detailed design includes design drawings and generation of tender documents. Dillon's scope of work also includes providing procurement support and construction administration/site observation services.

Per FIN-05-006 Procurement Policy, S.17.3(c) Council approval is required prior to proceeding with a purchase order directive of this magnitude. The recommended contract change exceeds the \$50,000 threshold permitted to be approved by Municipal staff. Amounts over this cumulative threshold must be approved by Municipal Council.

FINANCIAL IMPLICATIONS

Disbursements are to be made from GL Acct. 21-3-382-102

Total Budget Allocated to Canning WWTF Upgrades under Project 08-3409:	
2024/24 Budget Design/Engineering	\$ 260,721
2024/25 Budget Equipment & Construction	\$ 1,809,279
Total Available Budget	\$ 2,070,000
Awarded to Date – Pre-Design Contract 22-13 to Dillon Consulting	(\$ 69,419)
Current Available Budget	\$ 2,000,581.
Proposed Detailed Design Contract to Dillon Consulting	(\$ 185,243)
Remaining Project Budget	\$ 1,815,338.

Project Design/Engineering Component Breakdown:

2024/24 Budget Design/Engineering	\$ 260,721
Original Contract 22-13 to Dillon Consulting	(\$ 69,419)
Proposed Detailed Design to Dillon Consulting	(\$ 185,243)
Remaining Project Design Balance	\$ 6,059.

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
✓	Good Governance	Process improvements at Wastewater Treatment Facilities
	Financial Sustainability	

ALTERNATIVES

- Council may choose to reject the requested proposal. This is not staff's recommendation.

IMPLEMENTATION

- Staff to award Dillon Consulting the detailed design, with planned completion of design and readiness for issue to tender by fiscal 2025/26 Q3.
- Public tender and construction to be started in late fiscal 2025/26 or early 2026/27 with planned completion of construction prior the end of the 2026/27 fiscal year-end.

ENGAGEMENT

- This original project was publicly tendered through the Municipal and Nova Scotia Procurement websites.

APPENDICES

- None

APPROVALS

Scott Conrod, Chief Administrative Officer

January 29, 2025



Municipality of the County of Kings

Property Tax Sales

Policy Category	Finance	Most Recent Amendment	April 2, 2024
First Council Approval	April 5, 2022	Future Review Date	February 2025

1. Purpose

This Policy provides direction for the planning and execution of the annual tax sale and clarity for property owners within the Municipality of the County of Kings (Municipality) with respect to the consequences of non-payment of property tax accounts and of the actions taken to conduct an annual property tax sale. Further, this Policy establishes an effective, efficient, and fair method for the collection of taxes for those properties deemed to be in a state of delinquency.

The *Municipal Government Act* is the governing document with respect to any tax sale conducted by the Municipality. Where, in any instance, a discrepancy arises between the *Municipal Government Act* and this Policy, the former shall take precedent.

2. Scope

This Policy applies to all properties in the Municipality of the County of Kings and the execution of an annual tax sale.

3. Definitions

- 3.1 **Property:** means any assessable property liable for taxation for all purposes for which property taxes and rates are levied by the Municipality.
- 3.2 **Tax:** per s.3(bz) *Municipal Government Act*, includes municipal rates, area rates, change in use tax, forest property tax, recreational property tax, capital charges, one-time charges, local improvement charges and any rates, charges or debts prescribed, by the enactment authorizing them, to be a lien on the property.

4. Policy Statements

- 4.1 Council provides authority to the Municipal Treasurer, designated by the Chief Administrative Officer in accordance with s.37(1) *Municipal Government Act*, to:
 - 4.1.1 establish financial delinquency thresholds for inclusion of property tax accounts in the property tax sale,
 - 4.1.2 negotiate payment arrangements with owners of delinquent accounts, and
 - 4.1.3 determine the most appropriate method by which to conduct the property tax sale.
- 4.2 The Municipality shall advertise any tax sale through a dedicated website page hosted on the Municipality’s website as supplemental to methods of publication prescribed by the *Municipal Government Act*.

- 4.3 In the event that the tax sale is conducted by way of public tender, the Municipality shall endeavor to livestream the opening of tendered bids for public viewing.
- 4.4 Title searches shall be completed by the Municipality’s solicitor during the month of October for all tax sale properties with all resulting charges levied against the respective accounts.
- 4.5 The Municipality may consider payment arrangements for delinquent accounts under extenuating circumstances. Any payment arrangements shall be recorded by way of Agreement and stored in electronic format as well as at the Municipal complex for the duration of the term of the Agreement.
- 4.6 The Municipality shall hold its property tax sale annually in the month of March. ~~For the fiscal year 2023-24, the property tax sale shall be conducted in the month of June 2024.~~

5. Responsibilities

5.1 Council will:

- 5.1.1 ensure the Municipality has a current Policy for tax sales;
- 5.1.2 review and amend this Policy as required; and

5.2 The Chief Administrative Officer will:

- 5.2.1 implement and administer this Policy; and
- 5.2.2 identify and propose revisions to this Policy.

6. Amendments

Date	Amendments
April 2022	Policy created.
April 2024	Added June 2024 tax sale in fiscal year 2023-24.

TO	Municipal Council
PREPARED BY	Scott MacKay, Manager of Revenue
MEETING DATE	February 4, 2025
SUBJECT	Personal Property Tax Reduction Policy FIN 05-009

ORIGIN

- First introduction to Municipal Council

RECOMMENDATION

That Municipal Council give seven days' notice, per s.48(1) *Municipal Government Act*, to amend Policy FIN 05-009: Personal Property Tax Reduction, as detailed in the February 4, 2025 Request for Decision.

INTENT

For Municipal Council to consider the proposed amendments to Policy FIN 05-009, Personal Property Tax Reduction.

DISCUSSION

Section 69 of the *Municipal Government Act* provides authority to municipalities to provide grants to households below a certain income threshold. This grant is provided in the form of a reduction in property taxes for the year, up to a set maximum amount, not to exceed the residential tax portion of the property tax bill. No other taxes or area rates are exempted through this policy. The amended policy reflects changes in both the maximum reduction per property tax account as well as the threshold income level. The proposed reduction limit is \$580 for 2025, which is a \$20 increase over the prior year. The threshold income level is proposed to increase from \$46,000 to \$47,000. Both amounts are determined by calculations contained within the policy.

The Municipality has been providing a form of this grant program for several decades. Current records go back to 1998 when the reduction offered was set to a maximum of \$60 and designated exclusively to senior property owners. During that year, 498 participants applied for the reduction. In the years since, the reduction amount has increased, and the program has been opened to property owners of any age, but of a specific income level. In this spirit, the policy is deemed to assist those property owners with the greatest financial need, regardless of age.

Over the past three fiscal years, the Municipality has increased the income thresholds and max reductions significantly following a policy review and amendment. This has resulted in an increase in the number of applications received from residents, peaking at 1,757 in 2023, and therefore has required an expanded annual budget. The following table summarizes the recent history of this grant program:

YEAR	INCOME THRESHOLD	MAX REDUCTION	PARTICIPANTS	TOTAL \$ GRANTED
2019-20	\$36,000	\$306	1,381	\$414,895
2020-21	\$36,000	\$316	1,319	\$410,186
2021-22	\$36,000	\$316	1,255	\$389,342
2022-23	\$38,000	\$410	1,370	\$544,979
2023-24	\$45,000	\$510	1,757	\$866,621
2024-25	\$46,000	\$560	1,540	\$829,111

Finance and front-line staff also actively engage with ratepayers in an effort to identify any potential participants in the program, who may be unaware. Furthermore, although it is not a program that the Municipality administers, staff also make sure that ratepayers are made aware of the Province’s Senior Property Tax Rebate, which will further assist property owners that may be facing financial challenges with respect to their property tax bills.

FINANCIAL IMPLICATIONS

- Tentative budget for 2025-26 is proposed to be \$889,720
- Total exemptions for 2024-25 were \$829,111 (budget of \$912,800)
- The 2024-2025 budget was utilized at a rate of just over 90%
- A significant number of households will be positively impacted by this policy amendment.

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Periodic review, amendment, and implementation of policy

ALTERNATIVES

- Municipal Council may choose to amend Policy FIN-05-009 and establish a different income threshold and/or maximum reduction limit.

IMPLEMENTATION

- Once approved, Municipal staff will update the Property Tax Reduction application form for 2025-26 to reflect the proposed changes to the reduction limit and household income threshold.
- Staff will mail application forms to 1,541 current program participants.
- Staff will continue to promote the program to the Municipality’s ratepayers.

Request for Decision

ENGAGEMENT

- No direct public engagement was undertaken for this Request for Decision.

APPENDICES

- Policy 05-009 Personal Property Tax Reduction

APPROVALS

Greg Barr, Director of Finance & IT

January 28, 2025

Scott Conrod, Chief Administrative Officer

January 29, 2025



Municipality of the County of Kings

Personal Property Tax Reduction

Policy Category	Finance	Most Recent Amendment	March 5, 2024
First Council Approval	March 4, 2014	Future Review Date	April 2025 <u>2026</u>

1. Purpose

Pursuant to Section 69 *Municipal Government Act*, this Policy provides the authority for Council to provide a property tax reduction to individuals below a household income threshold established by Policy.

2. Scope

This Policy applies to all residential properties owned and occupied by residents of the Municipality of the County of Kings whose household total income is below the threshold identified in Section 4.1.

3. Definitions

3.1 **Total Gross Income:** refers to a person’s total income from all sources for the previous calendar year, excluding any allowance paid pursuant to the War Veterans Allowance Act (Canada) or pension paid pursuant to the Pension Act (Canada), but including the income of all members of the same family residing in the same household;

3.2 **Consumer Price Index (CPI):** is a measure of the average change over time in the prices paid by urban consumers for a market basket of consumer goods and services. Major groups are:

- | | |
|--------------------|-----------------------------|
| Food and Beverages | Medical Care |
| Housing | Recreation |
| Apparel | Education and Communication |
| Transportation | Other Goods and Services |

The CPI refers to the percentage increase in the immediately preceding municipal taxation year in the Consumer Price Index for Nova Scotia as published relative to that Index.

4. Policy Statements

4.1 Municipal Council sets the amount of annual tax reduction for the fiscal year ~~2024/25~~ 2025/26 as follows:

Property owned and occupied by a person(s) who is/are a resident of the Municipality, and whose total gross household income from all sources for the previous year is less than ~~\$46,000-47,000~~ will receive a residential tax reduction up to a maximum of ~~\$560~~ 580, but not exceeding the annual residential property tax for the property.

Where property is jointly owned, only one tax reduction shall be allowed and the sharing in such reduction shall be on the basis of ownership in such joint property.

4.2 All applications must be accompanied by the ~~2023~~ 2024 CRA Notice(s) of Assessment for all individuals living in the household.

4.3 Applications must be submitted by December 31, ~~2024~~ 2025. The Chief Administrative Officer reserves the right to extend this deadline under extenuating circumstances.

Applications received after the calculation of the September ~~2024~~ 2025 final tax bill has taken place, once approved, will result in a credit applied to the tax account, unless the applicant requests a refund, at which time a cheque will be issued to the applicant.

4.4 The Tax Exemption referred to in Section 4.1 of this Policy will be increased annually as follows: (rounded to the nearest ten)

$$\text{Average Assessed Value} \times \text{CPI} \times \text{Residential Tax Rate}$$

4.5 The “Total Gross Income” referred to in Section 4.1 of this Policy will be increased annually by the Consumer Price Index (rounded to the nearest thousand).

5. Responsibilities

5.1 Council will:

5.1.1 ensure the Municipality of the County of Kings has in place a comprehensive Personal Property Tax Exemption Policy.

5.2 The Chief Administrative Officer will:

5.2.1 administer and implement the Personal Property Tax Exemption Policy of the Municipality;

5.2.2 identify necessary revisions to the Personal Property Tax Exemption Policy in consultation with other managerial staff.

5.3 The Finance Department will:

5.3.1 provide to Council the information needed to make a decision.

6. Amendments

Date	Amendments
April 14, 2016	
May 5, 2020	Text amendments to include <i>property</i> and updating income level and tax exemption to reflect inflation.
April 19, 2022	Maximum exemption and income threshold revised.
March 21, 2023	Maximum exemption and income threshold revised.
March 5, 2024	Policy title amended. Maximum exemption and income threshold revised. Income verification requirements amended.

TO	Municipal Council
PREPARED BY	Tyler Honeywood, Manager of Financial Reporting
MEETING DATE	February 4, 2025
SUBJECT	Valley Region Solid Waste-Resource Management Authority Fiscal 2025/26 Operating and Capital Budget

ORIGIN

- January 21, 2025 Committee of the Whole – [Valley Waste 2025-2026 Budget Presentation](#)

RECOMMENDATION

That Municipal Council approve the Valley Region Solid Waste-Resource Management Authority Fiscal 2025/2026 Operating and Capital Budget as attached to the Request for Decision dated February 4, 2025.

INTENT

For Municipal Council to approve the Valley Region Solid Waste-Resource Management Authority (“Valley Waste”) budget for fiscal 2025/2026, inclusive of the Municipality’s annual operating and capital contribution.

DISCUSSION

On January 21, 2025, Committee of the Whole received the Valley Waste 2025/2026 budget presentation for information. The presentation was focused on the municipal party contributions and the changes in those contributions between the proposed budget and the current year budget. The full operating and capital budget is attached in Appendix A.

The 2025/26 budget has been prepared with the assumption that the Municipality of the County of Annapolis (“Annapolis County”) will rejoin Valley Waste as a full member as of April 1, 2025. This has resulted in a reduction in service agreement revenue of almost \$1,000,000 but an increase of almost \$2,000,000 in municipal contributions from Annapolis County. There has also been an adjustment to the contribution percentages from municipal parties for 2025/26 to reflect this change. If an agreement is unable to be reached by April 1, 2025, it is anticipated that Annapolis County will be charged under an interim service agreement at an equivalent rate to the municipal contribution.

The 2025/2026 budgeted operating expenditures total \$13,249,121 representing a \$1,596,459 (13.7%) increase over the 2024/2025 budget of \$11,652,662. Operating increases for Valley Waste are most significantly being influenced by the curbside collection contract that expires March 31, 2025, with an anticipated cost increase of \$1,620,000 for this service. This contract renewal is being impacted by inflationary increases in the cost of delivering the service since the last renewal and the inclusion of Annapolis County’s curbside collection services. However, the budgeted expense is also being partially offset by Extended Producer Responsibility (EPR) cost savings anticipated to begin in December 2025.

The 2025/26 capital budget includes \$4,665,000 of new project funding as detailed in Appendix A, and is expected to be funded with \$150,000 of capital reserves, \$3,050,000 of infrastructure reserves and \$1,465,000 of debt financing guaranteed by the municipal parties. In addition, Valley Waste has a capital

Request for Decision

budget carryover item from fiscal 2023/24 for Site Monitoring Wells (\$150,000) and any remaining items from the 2024/25 capital budget that will not be completed by the 2024/25 fiscal year-end.

Overall, the Municipality’s 58.28% (74.03% in 2024/25) share of the \$9,459,180 overall municipal contributions (including capital) is \$5,512,343, an increase of \$477,187 (9.48%) from the 2024/25 budgeted contribution.

FINANCIAL IMPLICATIONS

- GL 01-2-244-150 will contain the Municipality’s \$5,512,343 contribution to Valley Waste

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	The Budget review and approval process provides an opportunity to evaluate operating plans, proposed spending, and the Municipality’s contribution.

ALTERNATIVES

- Municipal Council may opt to not approve the Valley Waste operating and capital budget. A majority vote, which must include the Municipality of the County of Kings, is required to approve the Valley Waste budget. Budget amendments may be requested and a revised budget would then be prepared and put forward for consideration and approval by the Municipal Parties.

IMPLEMENTATION

- Valley Waste will be informed of Council’s decision.
- The Municipality’s contribution will be provided in quarterly instalments.

ENGAGEMENT

- The Valley Waste budget was presented to Committee of the Whole in public session.
- No specific public engagement initiatives were undertaken related to the Valley Waste budget.

APPENDICES

- Appendix A: Valley Region Solid Waste-Resource Management Authority Fiscal 2025/2026 Operating and Capital Budget

APPROVALS

Greg Barr, Director, Finance & Information Technology January 28, 2025

Scott Conrod, Chief Administrative Officer January 29, 2025

Valley Region Solid Waste-Resource Management Authority
Proposed Budget 2025/26

	Proposed Budget 2025/26	Forecast 2024/25	Budget 2024/25	Actual 2023/24	Budget Change (\$)	Budget Change (%)
Revenue						
Municipal Parties Contributions	9,459,180	6,415,299	6,859,565	5,155,579	2,599,615	37.9%
Less Portion Designated for Capital Use	(345,221)	(313,838)	(313,838)	(285,307)	(31,384)	10.0%
Eastern Management Centre	2,571,901	2,766,175	2,630,485	3,034,009	(58,584)	-2.2%
Western Management Centre	534,577	558,996	451,768	462,201	82,809	18.3%
Administrative Revenues	312,650	361,534	268,700	331,251	43,950	16.4%
Service Agreements & Diversion Credits	420,000	1,530,788	1,445,000	1,454,733	(1,025,000)	-70.9%
Communications and Enforcement	276,034	275,093	267,984	274,683	8,050	3.0%
Wind Turbine	20,000	4,739	42,998	23,196	(22,998)	-53.5%
Total Revenue	13,249,120	11,598,787	11,652,662	10,450,345	1,596,458	13.7%
Expenditures						
Residential Collection	4,513,290	2,962,436	2,922,891	2,828,582	1,590,398	54.4%
Residual Transportation and Disposal	2,493,222	2,448,153	2,448,562	1,256,310	44,661	1.8%
Organics Processing and Transportation	1,099,006	1,072,190	1,075,838	1,114,198	23,168	2.2%
Recyclable Processing and Transportation	549,684	761,521	816,225	712,347	(266,541)	-32.7%
Construction & Demolition Debris Processing	214,500	391,462	182,947	134,067	31,553	17.2%
Eastern Management Centre Operations	1,548,962	1,428,743	1,493,309	1,614,208	55,653	3.7%
Western Management Centre Operations	625,189	580,754	644,226	589,128	(19,037)	-3.0%
Household Hazardous Waste	191,046	193,019	214,632	189,682	(23,585)	-11.0%
Communications and Enforcement	632,054	532,781	588,297	578,584	43,757	7.4%
Wind Turbine	23,650	15,723	23,179	12,405	471	2.0%
Administration	857,150	825,953	850,786	857,359	6,365	0.7%
Debenture Principal & Interest	448,808	337,137	335,993	424,778	112,815	33.6%
Information Technology	52,560	48,912	55,779	58,479	(3,219)	-5.8%
Total Expenditures	13,249,121	11,598,786	11,652,662	10,370,128	1,596,458	13.7%

Valley Region Solid Waste-Resource Management Authority
Proposed Budget 2025/26
Combined Capital

Project Name	Budget	Forecast	Proposed Budget	Budget Forecast		2025/26 Project Financing				3-Year Project Financing			
	2024/25	2024/25	2025/26	2026/27	2027/28	Capital Reserve	Infrastructure Reserve	Debt	Total	Capital Reserve	Infrastructure Reserve	Debt	Total
Cat 926M Loader - Solid Tires, Standard Bucket					425,000				-	-	-	425,000	425,000
Cat 924K Loader - Solid Tires			400,000					400,000	400,000	-	-	400,000	400,000
Cat 926M Loader - Solid Tires	375,000	338,811							-	-	-	-	-
Dodge 1500 Reg Cab 4x4 W/Lift Gate				80,000					-	-	-	80,000	80,000
Doosan G2-7 Forlift	55,000	45,100							-	-	-	-	-
1 Ton Diesel Pickup 4x4 - EMC - Waiting on Delivery	95,000	92,000							-	-	-	-	-
Luigon 915FCR Excavator	300,000	214,063							-	-	-	-	-
Dodge 1500 Reg Cab 4x4 W/Lift Gate				80,000					-	-	-	80,000	80,000
Dodge 2500 Reg Cab 4x4				90,000					-	-	-	90,000	90,000
Tri-Pak TB6030	55,000	31,206							-	-	-	-	-
Tri-Pak TB6030	55,000	31,206							-	-	-	-	-
Bandit 1680XP Shredder	600,000	586,935							-	-	-	-	-
DLR1060(20)	10,000	7,404							-	-	-	-	-
Cat 906 Loader - Solid Tires, Grapple - C&D Pile			200,000					200,000				200,000	
Generator - Tailer Mounted 60kw 3 Phase			100,000			100,000			100,000				
Generator Hookups Each Site			50,000			50,000			50,000				
EMC Transfer Station Expansion	200,000	200,000	2,600,000				2,600,000			2,600,000			
HHW Container & Pre Fab Steel Structure	350,000	346,300											
Roadway Expansion (2 Lane Hill)	55,000	75,940											
Concrete Pad for C&D Sorting	20,000	45,314											
C&D Pad & Metal Pad Expansion/Relocation	50,000	45,000	450,000				450,000			450,000			
HHW Container Replacement			60,000					60,000				60,000	
HHW Pre Fab Structure			250,000					250,000				250,000	250,000
Press Upgrade			120,000					120,000				120,000	120,000
Tunnel Door			85,000					85,000				85,000	85,000
Warehouse			350,000					350,000				350,000	350,000
Tipping Floor Recap-EMC	200,000												
Replacement Doors	120,000												
	2,540,000	2,059,279	4,665,000	250,000	425,000	150,000	3,050,000	1,465,000	400,000	150,000	3,050,000	2,140,000	1,880,000

Infrastructure Reserve Continuity

Opening Balance	2,738,144
2024/25	
Municipal Contributions	313,838
Other Contributions	242,331
Utilization (Forecast)	(240,000)
Closing Balance	3,054,313
2025/26	
Municipal Contributions	345,221
Other Contributions	64,736
Utilization (Budget)	(3,050,000)
Closing Balance	414,270
2026/27	
Municipal Contributions	-
Other Contributions	-
Utilization (Budget Forecast)	-
Closing Balance	414,270
2027/28	
Municipal Contributions	-
Other Contributions	-
Utilization (Budget Forecast)	-
Closing Balance	414,270

Valley Region Solid Waste-Resource Management Authority
Proposed Budget 2025/26
Partner Municipal Shares

	Proposed Budget 2025/26			Budget 2024/25				
		Operating	Capital	Total	Operating	Capital		Total
Kings	58.3%	5,311,165	201,178	5,512,343	4,804,788	230,368	5,035,156	73.4%
Kentville	8.1%	737,845	27,948	765,793	676,031	32,413	708,444	10.3%
Wolfville	7.2%	655,475	24,828	680,303	644,884	30,919	675,804	9.9%
Berwick	2.7%	247,224	9,364	256,588	201,477	9,660	211,137	3.1%
Middleton	1.9%	173,507	6,572	180,079	133,010	6,377	139,387	2.0%
Annapolis Royal	0.8%	76,814	2,910	79,724	85,537	4,101	89,638	1.3%
Annapolis	21.0%	1,911,930	72,421	1,984,351				
		9,113,959	345,221	9,459,180	6,545,727	313,838	6,859,565	

Proposed Budget Increase			
	Operating	Capital	Total
Kings	506,377	(29,190)	477,187
Kentville	61,813	(4,464)	57,349
Wolfville	10,591	(6,091)	4,500
Berwick	45,746	(296)	45,451
Middleton	40,497	195	40,692
Annapolis Royal	(8,722)	(1,192)	(9,914)
Annapolis	1,911,930	72,421	1,984,351
Increase \$	2,568,232	31,383	2,599,615
Increase %	39.2%	10.0%	37.9%

TO	Municipal Council
PREPARED BY	Tyler Honeywood, Manager of Financial Reporting
MEETING DATE	February 4, 2025
SUBJECT	Kings Transit Authority Fiscal 2025/26 Operating and Capital Budget

ORIGIN

- January 21, 2025 Committee of the Whole – [Kings Transit Authority 2025-2026 Budget Presentation](#)

RECOMMENDATION

That Municipal Council approve the Kings Transit Authority Fiscal 2025/2026 Operating and Capital Budget as attached to the Request for Decision dated February 4, 2025, with approval of the capital budget contingent on the completion of an electric bus infrastructure deployment and long-term capital financing plan approved by the Parties to the Intermunicipal Services Agreement.

INTENT

For Municipal Council to approve the Kings Transit Authority (“Kings Transit”) budget for fiscal 2025/2026, inclusive of the Municipality’s annual operating and capital contribution.

DISCUSSION

On January 21, 2025, Committee of the Whole received the Kings Transit 2025/2026 budget presentation for information. The presentation was focused on the municipal contributions and the changes in those contributions between the proposed budget and the current year budget. The full operating and capital budget is attached in Appendix A.

The Parties to the Kings Transit Authority are currently considering both funding formula and ownership structure changes in conjunction with the electrification project. The 2025/26 budget has been prepared with the assumption that both items that are under review will remain status quo for the 2025/26 fiscal year.

The 2025/2026 budgeted expenditures total \$4,128,999 representing a \$292,051 (7.6%) increase over the 2024/2025 budget of \$3,836,948. Core¹ expenditures total \$2,618,945 representing a \$227,129 (9.5%) increase over the 2024/2025 Core budget. Core operating contributions are increasing \$233,742 (13.5%) to \$1,962,845 from \$1,729,103 budgeted in 2024/2025, but are only an increase of \$36,988 (1.9%) from the 2024/25 forecasted actual. The forecasted actual operating contribution is driven by projected fares not being fully realized in 2024/2025 and unanticipated bus maintenance and repair expenses, both of which require additional Core contributions. Similar bus maintenance and repair expenses are being budgeted for 2025/26, which is reflective of the significant age and wear/tear of the current bus fleet. Core municipal capital contributions will remain at \$80,000 and be assigned proportionally to the Core Parties.

The 2025/26 capital budget includes \$5,510,000 of new capital spending as detailed in Appendix A, in addition to any remaining items from the 2024/25 capital budget that will not be completed by the

¹ Core” refers to the segment of operations applicable to Parties of the Kings Transit Authority Intermunicipal Services Agreement and excludes operating segments related to service agreement based operations.

Request for Decision

2024/25 fiscal year-end. The electric bus infrastructure project makes up the majority of both the 2025/2026 capital budget and the projected 2026/2027 forecasted capital expenditures, as Kings Transit is projecting to invest \$12,530,000 in electric buses and related infrastructure over the three budget years (2024/25 to 2026/27). The Capital Reserve schedule contained in Appendix A shows overutilization and a deficit beginning in the 2026/27 fiscal year, which will need to be funded through either additional grants, debenture funding, or additional capital contributions by the Parties (or a combination thereof). Phase 2 of the electrification plan may require significant additional contributions by the Parties as present-day reserves are shown to be fully utilized in Phase 1. Since the deployment plan for the electrification project has not been finalized, including route and infrastructure details, it is the recommendation of staff that the capital budget be approved contingent on the completion of an electric bus infrastructure deployment plan and a related financing plan approved by the Parties.

The Municipality is projected to have operational contributions increase by \$140,245 (13.5%) to \$1,177,707 from the budgeted amount of \$1,037,462, but only increase \$22,193 (1.9%) from the forecasted amount of \$1,155,514. The forecasted amount includes additional projected funding from the Municipality for the 2024/25 fiscal year of \$118,052, as detailed on Page 5 of Appendix A, to offset the forecasted year-end deficit. The Municipality’s capital contributions are expected to remain at \$48,000 which is the 60% share of the projected \$80,000 contributed by Core Parties. The Municipality will contribute a total of \$1,225,707 in 2025/2026 for King Transit’s operating and capital budget.

FINANCIAL IMPLICATIONS

- GL 01-2-235-000 will contain the Municipality’s \$1,225,707 contribution to Kings Transit Authority

STRATEGIC PLAN ALIGNMENT

	Strong Communities	
	Environmental Stewardship	
	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	The Budget review and approval process provides an opportunity to evaluate operating plans, proposed spending, and the Municipality’s contribution.

ALTERNATIVES

- Municipal Council may opt to not approve the Kings Transit operating and capital budget. A majority vote of the Core Parties is required to approve the Kings Transit budget. Budget amendments may be requested and a revised budget would then be prepared and put forward for consideration and approval by the Core Parties.

IMPLEMENTATION

- Kings Transit will be informed of Council’s decision.
- The Municipality’s contribution will be provided in quarterly instalments.

Request for Decision

ENGAGEMENT

- The Kings Transit budget was presented to Committee of the Whole in public session.
- No specific public engagement initiatives were undertaken related to the Kings Transit budget.

APPENDICES

- Appendix A: Kings Transit Authority Fiscal 2025/2026 Operating and Capital Budget

APPROVALS

Greg Barr, Director, Finance & Information Technology January 28, 2025

Scott Conrod, Chief Administrative Officer January 29, 2025

Kings Transit Authority

Statement of Revenues and Expenditures

Operating Budget

	2025-2026	2024-2025	2024-2025	2023-2024
	Budget	Forecast	Budget	YE Actuals

Revenues

Fares	892,320	874,805	898,815	810,717
Advertising income	24,000	26,010	9,000	2,134
Operating grants core members	1,962,845	1,729,103	1,729,103	1,539,223
Operating grants service partners	1,249,834	1,187,533	1,200,030	1,024,997
Other revenues	-	21,775	-	8,579
	4,128,999	3,839,226	3,836,948	3,385,649

Expenses

Compensation - administration	776,484	730,620	675,644	461,712
Route operations costs	1,241,873	1,195,867	1,100,920	1,108,174
Fuel	594,996	592,789	707,647	582,638
Insurance	217,899	204,666	213,539	210,303
Bus maintenance and repairs	1,032,386	1,051,323	864,969	744,897
Management fee - Core recovery	(461,135)	(432,718)	(360,767)	(310,953)
Management fee - Annapolis	303,505	284,461	238,733	210,907
Management fee - Digby	157,630	148,257	122,034	100,046
Administrative	265,361	260,714	274,228	277,925
	4,128,999	4,035,980	3,836,948	3,385,649

Net Surplus	-	(196,754)	-	-
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Kings Transit Authority

Statement of Revenues and Expenditures

Budget - Core

Revenues

	2025-2026 Budget	2024-2025 Forecast	2024-2025 Budget	2023-2024 YE Actuals
Fares	632,100	619,703	653,714	590,529
Advertising income	24,000	26,010	9,000	2,134
Operating grants core members	1,962,845	1,729,103	1,729,103	1,539,223
Operating grants service partners	-	-	-	-
Gain/loss from sale of capital assets	-	-	-	-
Other revenues	-	21,775	-	8,579
	2,618,945	2,396,590	2,391,816	2,140,464

Expenses

Compensation - administration	776,484	730,620	675,644	461,712
Route operations costs	771,565	740,367	649,913	682,493
Fuel	324,090	322,718	384,360	319,778
Insurance	140,200	130,666	134,529	132,491
Bus maintenance and repairs	806,488	844,983	638,401	581,313
Management fee - Core recovery	(461,135)	(432,718)	(360,767)	(310,953)
Management fee - Annapolis	-	-	-	-
Management fee - Digby	-	-	-	-
Administrative	261,254	256,709	269,737	273,629
	2,618,945	2,593,345	2,391,816	2,140,464

Net Surplus	(0)	(196,755)	-	0
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Kings Transit Authority

Statement of Revenues and Expenditures

Budget - Annapolis

Revenues

	2025-2026 Budget	2024-2025 Forecast	2024-2025 Budget	2023-2024 YE Actuals
Fares	166,464	163,191	161,595	148,714
Advertising income	-	-	-	-
Operating grants core members	-	-	-	-
Operating grants service partners	824,927	780,115	814,534	683,764
Gain/loss from sale of capital assets	-	-	-	-
Other revenues	-	-	-	-
	991,391	943,306	976,129	832,478

Expenses

Compensation - administration	-	-	-	-
Route operations costs	302,198	293,058	305,040	275,567
Fuel	176,172	173,793	212,513	169,302
Insurance	54,600	52,000	55,520	63,576
Bus maintenance and repairs	151,200	136,379	160,370	109,325
Management fee - Core recovery	-	-	-	-
Management fee - Annapolis	303,505	284,461	238,733	210,907
Management fee - Digby	-	-	-	-
Administrative	3,716	3,615	3,953	3,800
	991,391	943,306	976,129	832,478
Net Surplus	0	0	-	-

Kings Transit Authority

Statement of Revenues and Expenditures

Budget - Digby

Revenues

	2025-2026 Budget	2024-2025 Forecast	2024-2025 Budget	2023-2024 YE Actuals
Fares	93,756	91,912	83,507	71,474
Advertising income	-	-	-	-
Operating grants core members	-	-	-	-
Operating grants service partners	424,907	407,418	385,496	341,233
Gain/loss from sale of capital assets	-	-	-	-
Other revenues	-	-	-	-
	518,663	499,329	469,003	412,707

Expenses

Compensation - administration	-	-	-	-
Route operations costs	168,111	162,442	145,968	150,114
Fuel	94,734	96,278	110,774	93,558
Insurance	23,100	22,000	23,489	14,236
Bus maintenance and repairs	74,698	69,961	66,199	54,259
Management fee - Core recovery	-	-	-	-
Management fee - Annapolis	-	-	-	-
Management fee - Digby	157,630	148,257	122,034	100,046
Administrative	391	391	539	496
	518,663	499,329	469,003	412,707

Net Surplus	(0)	0	-	-
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Kings Transit Authority

Municipal Contributions

2024-2025 Forecast

2025-2026 Budget

Operating Grants

			Budgeted Funding	Predicted Year End True-up	Annual Total	Annual Total
Core Partners	Municipality of Kings	60%	1,037,462	118,052	1,155,514	1,177,707
	Town of Kentville	20%	345,821	39,351	385,171	392,569
	Town of Wolfville	15%	259,365	29,513	288,879	294,427
	Town of Berwick	5%	86,455	9,838	96,293	98,142
		100%	1,729,103	196,754	1,925,857	1,962,845
Service Partners	Annapolis County	Actual	814,536	(34,421)	780,115	824,927
	Municipality of Digby	Costs	385,500	21,918	407,418	424,907
			1,200,036	(12,503)	1,187,533	1,249,834

Kings Transit Authority

Municipal Contributions

2024-2025 Forecast

2025-2026 Budget

Capital Grants

			Quarterly Funding	Annual Total	Quarterly Funding	Annual Total
Core Partners	Municipality of Kings	60%	12,000	48,000	12,000	48,000
	Town of Kentville	20%	4,000	16,000	4,000	16,000
	Town of Wolfville	15%	3,000	12,000	3,000	12,000
	Town of Berwick	5%	1,000	4,000	1,000	4,000
		100%	20,000	80,000	20,000	80,000
Service Partners	Annapolis County		n/a			n/a
	Digby County		n/a			n/a
			-	-	-	-

Kings Transit Authority

Municipal Contributions

Proposed Operating Grant Schedule

		Q1	Q2	Q3	Q4	Total
Core Partners	60% Municipality of Kings	471,083	353,312	176,656	176,656	1,177,707
	20% Town of Kentville	157,028	117,771	58,885	58,885	392,569
	15% Town of Wolfville	117,771	88,328	44,164	44,164	294,427
	5% Town of Berwick	39,257	29,443	14,721	14,721	98,142
		785,138	588,854	294,427	294,427	1,962,845
Service Partners	Annapolis County	each month	68,744			824,927
	Municipality of Digby	each month	35,409			424,907

Municipal Contributions

Proposed Operating Grant Worksheet

		Q1	Q2	Q3	Q4	Total
Core Partners	External Funded Revenue	158,025	158,025	158,025	158,025	632,100
	Expenses	685,627	610,219	673,297	649,803	2,618,945
	Net Surplus (Deficit)	(527,602)	(452,194)	(515,272)	(491,778)	(1,986,845)
	Estimated Loss Ratios	26.6%	22.8%	25.9%	24.8%	100.0%
	Suggested Ratios to Use	40.0%	30.0%	15.0%	15.0%	100.0%

Q1 suggested ratio significantly higher than estimated loss ratio:

- to account for ~200K insurance payment paid in April
- to account for temporary use of operating cash for capital purposes
- to account for inventory growth not funded by funding formula

King Transit Authority

Capital Spending

Project	Budget 2025	Forecast 2025	Budget 2026	2027	2028	2029
Building Improvements, Equip. or Capitalized Bus Repairs	100,000	108,000	100,000	100,000	100,000	100,000
<i>Building Improvement</i>		8,000				
<i>Wifi Routers for Camrera on Buses</i>		30,000				
<i>Purchase & Refurbishment of Used Bus</i>		70,000				
Project Management	30,000					
Replacement of Bus Jack Stands			100,000			
ICIP Phase 2 (26.7% municipal funded up to 11.7M)	-	4,380,000	5,310,000	2,840,000	-	-
<i>EV Buses @ 5</i>		4,250,000	4,250,000			
<i>Chargers</i>				1,340,000		
<i>Building</i>		50,000	1,000,000	1,500,000		
<i>Other</i>		80,000	60,000			
<i>Committed Municipal Funded Portion</i>		1,168,146	1,416,177	535,222		
<i>Overspend - 100% Municipal Funded</i>				833,169		

Additional Buses @ 5 & Chargers assuming EV				5,590,000	5,590,000	
<i>Municipal Funded Portion (at maximum 60% municipal funded)</i>				3,354,000	3,354,000	

Notes -- Digby and Annapolis will also need to pay a portion of 10 buses, KTA exploring additional external funding sources

Capital Reserve

	Forecast 2025	Budget 2026	2027	2028	2029
Opening Balance	2,207,737	1,828,027	691,224	(2,319,282)	(4,834,707)
Digby	196,000				
Annapolis	451,000				
PTAP (includes Digby & Annapolis portion)		375,000	375,000	375,000	375,000
Canada Public Transit Fund - Baseline Funding			514,499	514,499	514,499
Municipal Contributions		80,000	80,000	80,000	80,000
Return on Investments	29,436	24,374	9,216	(30,924)	(64,463)
Replenishment of ICIP Phase 1 Spending	220,000				
Capital Spending	(1,276,146)	(1,616,177)	(3,989,222)	(3,454,000)	(100,000)
Closing Balance	1,828,027	691,224	(2,319,282)	(4,834,707)	(4,029,671)

Note -- debenture financing or additional capital contributions will be required to avoid negative capital reserve balance

King Transit Authority

Special Purpose Funds

Source of funding	Purpose	External Funding Approved	Municipal Funding Committed	Municipal Funding Status	Spent up to Oct 2024
Rural Transit Fund	Bus Shelters	900,000	100,000		24,000
ICIP - Phase 1	WSP Strategic Plan	183,325	66,675	67,500 received	207,374
ICIP - Phase 2	EV Vehicles, Chargers and Building Renovation or Replacement	8,577,286	3,119,545	Use of capital reserves, TBR / guarantee for remainder	
Canada Public Transit Fund - Baseline Funding	Bus Replacement	5,144,990		Outstanding	

COMMITTEE	Committee of the Whole
COMMITTEE MEETING DATE	January 21, 2025
COUNCIL MEETING DATE	February 4, 2025

RECOMMENDATIONS

a.	Addition to Reserve - Annapolis Valley First Nation	That Municipal Council direct the Mayor to respond to the correspondence from Indigenous Services Canada, expressing the complete support of the Municipality of the County of Kings for the proposed Addition to Reserve for Annapolis Valley First Nation.
b.	Fees Policy Amendments for Permit Application fees on Residential Units and Residential Solar Projects (Notice)	That Municipal Council provide seven days' notice, per s.48(1) <i>Municipal Government Act</i>, to adopt amendments to Policy FIN-05-003: Fees as detailed in the January 21, 2025, Request for Decision.
c.	Screening Building Project Design Revisions – Aldershot & Avonport Sites	That Municipal Council approve a change order to Dillon Consulting for additional professional services related to design upgrades at the Screening Building Projects in Aldershot and Avonport locations, in the amount of \$62,600.80 for design and \$4,673.47 for additional construction management services (both amounts including non-recoverable HST).
d.	Aylesford Lift Station AD2 Upgrades	That Municipal Council approve a change order to CBCL Limited for additional professional services related to design upgrades and geotechnical investigation for the Lift Station Project in Aylesford at AD2, in the total amount of \$82,662.30 (including non-recoverable HST).

Committee Recommendations

COMMITTEE	Diversity Kings County Committee
COMMITTEE MEETING DATE	January 6, 2025
COUNCIL MEETING DATE	February 4, 2025

RECOMMENDATIONS

a.	Diversity Training	<p>That Municipal Council complete the VANSDA Overcoming History training by the end of the calendar year and extend the opportunity for this training to other Municipal Councils within Kings County.</p>
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TO	Municipal Council
SUBJECT	Kings REMO Regional EM Advisory Committee
FROM	Dan Stovel, REMC
COMMITTEE MEETING DATE	January 22, 2025
COUNCIL MEETING DATE	February 4, 2025

The Kings REMO Regional Emergency Management Advisory Committee met on Wednesday, January 22, 2025.

Key issues of discussion included:

Appointment of Chair & Deputy Chair

Chair: Councillor Robbie Hiltz, Municipality of the County of Kings
Deputy Chair: Councillor John Andrew, Town of Kentville

Presentation: Canadian Red Cross (CRC)

Services Provided:

- Food
- Clothing
- Lodging
- Hygiene Kits
- Personal Services
- Referral

Average of 1 response every day in Atlantic Canada

In Nova Scotia, there is an Agreement in place with the Department of Community Services since 2001. The Agreement 'activates' when 25 or more people are impacted (need assistance) or 10 units of something (generally apartments) are evacuated/require support. In Red Cross terms, this is a level 2 response

Medium & large disaster response – services provided:

- Emergency Shelters
- Clothing
- Personal Services (ex. hygiene kits)
- Clean Up Kits
- Family Reunification
- Registration and Information
- Safety & Well Being (SWB)
- Mental Health & Psychosocial Supports (MHPSS)
- Other assistance as supported by public authorities, including financial assistance

Canadian Red Cross Priorities & Pressures:

- Workforce planning, volunteer engagement/recruitment & capacity building for large, non-traditional and simultaneous responses.
- Disaster Risk Reduction, Indigenous programming and Community Resilience.
- Systems, training & tools to allow us to work seamlessly across the country.
- Out of scope requests.
- Managing internal and external expectations before, during and after response.
- Climate change and increasing disasters.
- Finding our place in responding to social issues, i.e., homelessness.
- Pre-positioned shelter supplies

REMAC Membership, as of 2024-12-03

Municipality of the County of Kings

- Mayor David Corkum
- Councillor Robbie Hiltz

Town of Wolfville

- Councillor Wendy Elliott
- Councillor Howard Williams

Town of Kentville

- Councillor Samantha Hamilton
- Councillor

Town of Berwick

- Mayor Mike Trinacty
- Councillor Chris Goddard

2024 Atlantic Hurricane Season Review

The 2024 Atlantic hurricane season ended on November 30, 2024, and was rated as an 'Above-Average' Hurricane season with the following number of named storms:

- 18 named storms average 14
- 6 Hurricane strength average 3-5
- 4 Major Hurricane strength average 1-3

2024/25 Winter Season Outlook

- El Niño is now a distant memory, which will allow for a more 'traditional' winter to show up this year under La Niña conditions
- Typical Winter Storm Hazards:
 - Heavy Snow & snow squalls
 - Freezing Precipitation
 - Extreme Wind Events
 - Extreme Cold Outbreaks & Flash Freezes
- Below-normal snowfall is expected with fewer than normal nor'easters.
- This region will still experience its share of high-impact winter storms, but the dominant storm track is expected to be further north than what we typically see. This will allow very mild air from the Atlantic to surge north into the region at times.
- Water temperatures will have the greatest impact on our winter early in the season
We are headed towards a weak La Nina which tends to have only minor impacts on winters on the East Coast
- In line with the La Nina, models show no strong signals for either temperature or precipitation
- There will likely be more large swings in the weather this winter than last winter
Weak signs that January may be a little stormier than December or February

Kings REMO Strategic Outcome & Annual Workplan 2025/26

Strategic Outcome: A Safe & Resilient Kings County

1. Regional Emergency Management Organization
2. Legislation and Policies & Procedures
3. Public Health (COVID-19, Influenza & RSV)
4. Emergency Management Plans / Operational Guidelines
5. Emergency Coordination Centre (ECC)
6. Regional MOUs / Agreements
7. Training and Exercise Programs
8. Public Awareness and Education Programs
9. EM Support Planning – Regional Events

Key issues in the 2025/26 Kings REMO Annual Workplan:

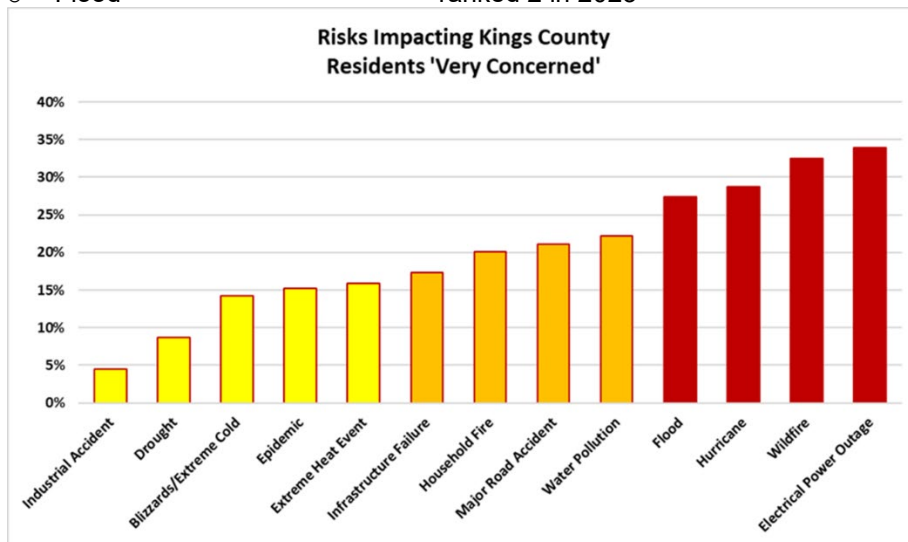
- Regional EM Plan, Change 4
 - Hazard Risk Vulnerability Assessment
- Winter Storm Preparedness & Response Plan, Change 1
- Kings REMO – Salvation Army MOU

- Comfort Centre Standard Operating Procedure (SOP)
- Training & Exercise Program
- Community Outreach

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE THE 2025/26 KINGS REMO ANNUAL WORKPLAN

Emergency Preparedness Public Survey

- Feedback received from nine members of the Kings REMO Regional Emergency Management Planning Committee & feedback included from Emergency Preparedness Public Survey with 289 surveys completed
- Emergency Preparedness Survey distributed to the public on October 31, 2024 (email, social media, and website) with a closure date of Friday, November 22, 2024
- Top five 'Very Concerned' hazards:
 - Electrical Power Outage ranked 5 in 2023
 - Wildfire ranked 1 in 2023
 - Hurricane ranked 14 in 2023
 - Flood ranked 2 in 2023




- Greatest barrier faced in being Emergency Prepared: Financial (31%)
 - 80% (77% in 2023) of those surveyed indicated that their family is prepared to be on their own for a minimum of 72 hours
- Most concerned with when they think of a disaster happening in their community or at their work/school: "I just want to know what is happening and why – I can take care of myself"(65%)



2025 Hazard Risk Vulnerability Assessment (HRVA)

Feedback received from nine members of the Kings REMO Regional Emergency Management

Risks & Hazards – Kings County



		Severity				
		What is the Severity of Injuries / Potential Damages / Financial Impacts				
		1 – Insignificant	2 – Minor	3 – Moderate	4 - Significant	5 - Catastrophic
Likelihood	5 Highly Probable Every 5 years or less		• Major Frost and Freeze	• Power Blackout • Freezing Rain	• Blizzards • Hurricane Winds • River Flood	
	4 Likely to Occur: Once every 10 years		• Major Infrastructure Failure • Major Water Main Break • Small Boat accident	• Major Structure Fire • Long-Term closure of Hwy 101	• Extreme Heat Event • Major Forest Fire • Flash Flood • Major Rd Accident	
	3 Might Occur: Once every 20-30 years		• Bomb Threats • Severe Fog	• Water Shortage • Fuel Shortage • Pandemic/Epidemic	• Chemical Spill or Contamination • Major Industrial Accident	• Cyber Attack
	2 Not Expected: Could Occur every 50 years		• Major Gas Main break • Hostage Incident	• Plane Crash • Tornado	• Drought • Earthquake • Major Hailstorm	• Dam Rupture • Water Pollution • Mass Shooting • Major Solar Flare
	1 Rare: Once every 100+ years			• Civil Disobedience • Pipeline-CNG Explosion	• Actual Bombing • Mud or Landslide • Radiological Accident	• Terrorist Attack

Effective 2024-12-12

■ Very High Risk
 ■ High Risk
 ■ Medium Risk
 ■ Low Risk

Ref: Kings REMO Emergency Management Plan

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE THE 2025/26 HAZARD RISK VULNERABILITY ASSESSMENT

Next Steps:

- REMC incorporate 2024/25 HRVA into Change 4 of the Regional EM Plan for submission to REMPC (March 2025) / REMAC (April 2025)

Comfort Centres

www.KingsREMO.ca/comfort.aspx

- 27 Comfort Centres (as of 2024-01-23)
 - Coldbrook Lions Community Centre removed from list of active Comfort Centres – generator repairs being investigated

Pending Additions (Provincial & Municipality of the County of Kings Generator Program Funding):

- Salvation Army Church (Kentville)
- Morden Community Centre (Morden)
- Bethany Memorial Baptist Church (Aldershot)
- Valley Community Learning Association (Kentville)

Community Outreach

Total number of 2024 presentations: 25

2025 Presentations:

- 2025-01-14 Port Williams Community Centre
- 2025-02-03 Kids Action Program (Valley Community Learning Association)
- 2025-02-05 Canning Multiplex

- 2025-02-10 Horton Community Centre
- 2025-02-## Senior Home Care by Angels (Berwick)

Kings REMO Social Media

- Social media offer the opportunity to connect and cooperate with the networked public, take advantage of the capabilities and innovations of virtual volunteers, and to reach people quickly with alerts, warnings, and preparedness messages
- Kings REMO actively uses Social Media to increase community awareness:
 - Facebook followers – annual increase:
 - 8983 2024-01-15 + 4,634
 - 10,745 2025-01-22 + 1,762
 - X followers – annual increase:
 - 963 2024-01-15 + 137
 - 953 2025-01-22 - 10
 - Instagram followers – annual increase:
 - 295 2024-01-15 + 53
 - 307 2025-01-22 + 12

Vulnerable Persons Registry (VPR) Program

- Kings REMO working to develop a 'Community of Champions' to increase awareness of the VPR Program
 - 2023-01-16 32 registrations
 - 2024-01-15 47 registrations
 - 2025-01-22 55 registrations

Training & Exercises

- 2024-07-11 Hurricane-ECC Activation Workshop After-Action-Review & Improvement Plan
 - 35 participants from Municipal staff & Agency Representatives
 - What went well:
 - Good Situational Discussion
 - Hands-on Activity: Interaction with other municipal staff, resulting in group conversations and critical thinking
 - Interactive group activity
 - Areas for Improvement
 - Further group discussion to learn from past experience
 - Live situation practice – understanding the chain of command
 - Clarification of specific roles within the ECC – delve deeper into roles & responsibilities
 - Improvement Plan
 - Exercise-play to be constructed into group discussion for future exercises
 - Functions-based exercise to better understand roles & responsibilities

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REMAC APPROVE THE JULY 11TH HURRICANE-ECC ACTIVATION AFTER-ACTION-REVIEW AND IMPROVEMENT PLAN

- 2024-11-21 Winter Storm-ECC Activation After-Action-Review & Improvement Plan
 - 37 participants from Municipal staff & Agency Representatives
 - What went well:
 - Exercise Participation & Engagement: Well organized, planned & executed
 - Jeopardy-style Training: Excellent opportunity for participants to engage in the exercise
 - Exercise Material: Clearly presented and easy to follow
 - Areas for Improvement



- Position Specific Training: General staff positions
- Templates to support Finance/Admin Section
- Real-world exercise
- Improvement Plan
 - REMC to follow-up with NS DEM for position-specific training
 - Kings REMO to participate in NS DEM Provincial-level Nova series exercises (real-world play), Spring 2025

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REMAC APPROVE THE NOVEMBER 21ST WINTER STORM-ECC ACTIVATION AFTER-ACTION-REVIEW AND IMPROVEMENT PLAN

- 2025 Training & Exercise Program:
 - BEM
 - 2025-03-13 (Thu)
 - 2025-06-26 (Thu)
 - 2025-09-25 (Thu)
 - 2025-12-11 (Thu)
 - ECC
 - 2025-02-20 (Thu)
 - I100
 - 2025-03-12 (Wed)
 - Additional courses as required
 - I200
 - 2025-04-23/24 (Wed/Thu)
 - I300
 - 2025-10-15/16/17 (Wed/Thu/Fri)

2025 Exercise program for Kings REMO:

- 2025-03 or 04 Community Evacuation Training (NS DEM)
- 2025-05-14/15 NSEMO Exercise Nova Charlie
 - Kings REMO Participation (to be determined)
- 2025-07-17 (Thu) Hurricane-ECC Activation TTX
- 2025-11-20 (Thu) Winterstorm – Shelter TTX

Roundtable Discussion

- REMC highlighted the letter from Minister Masland to Mayors, CAOs & Wardens regarding moving towards consistent and impactful Emergency Response. REMC recommended a letter of response, as reviewed by CAOs, to be submitted to Kings REMO REMAC Chair for signature and emailing to Minister Masland

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE DIRECT REMC TO DRAFT A LETTER TO THE MINISTER OF EMERGENCY MANAGEMENT, FOR REVIEW AND SUBMISSION TO KINGS REMO REMAC CHAIR FOR SIGNATURE

Next Meeting: Tuesday, April 22, 2025

TO	Municipal Council
FROM	Councillor Lutz
BOARD/COMMITTEE	Annapolis Valley Regional Library Board
BOARD/COMMITTEE MEETING DATE	January 16, 2025
COTW/COUNCIL MEETING DATE	February 4, 2025

The new membership of the Annapolis Valley Regional Library Board met for the first time January 16th, 2025 at the Berwick Town Hall Council Chambers, which is the same building that hosts the administration wing of the AVRL.

Board Members include: Adele MacDonald (Annapolis Royal), Crystal Remme (West Hants), Rob Baker (Kentville) with Samantha Hamilton as an alternate, Ty Walsh (Berwick), Karie-Ann Parsons (Annapolis County), Chair Janet Ness (Wolfville – citizen appointee), Vice-Chair Jill Cox (Middleton – citizen appointee), and myself (Treasurer). It was noted that all the provincial appointee roles are vacant at this time while we wait for the backlog of ABC (Agency, Boards, and Commissions) appointments to be filled by the province.

The first several hours of the meeting were spent in general orientation, reviewing the NS Libraries Act, NS Public Libraries organization, Council of Regional Librarians, MOUs with municipalities, the dissolution of LBANS, policies and by-laws of the board, the most recent collective agreement with unionized staff, branch locations and hours, staffing levels and salaries, overview of services and programs, Same Page and Overdrive consortium (collections management systems, and other related topics.

A review was provided by Terry Millier from Investia Financial, as well as an overview of investment policies and review of the various relationships with AVRL and Friends of the Library associations across the region.

Upcoming challenges for the library include the provincial funding review, upcoming negotiations of the collective agreement, internal capacity, and upcoming strategic plan and community consultation with David Pier.

The new provincial minister for Communities, Culture, Heritage and Tourism minister is Minister Dave Ritcey, MLA for Truro-Bible Hill-Salmon River. An excerpt from the letter sent to him congratulating him on his appointment reads as follows:

“At the local level, we are delighted to report that the Annapolis Valley Regional Library is heavily used, with 2023-24 usage far exceeding pre-pandemic levels. We now have over 24,000 active users; or more than 1 in 5 Valley residents. Also in respect of operations, we have sincerely appreciated the 2023-24 and 2024-25 Bridge funding for libraries which has enabled us to reduce the deficit budget position in applying increases to wages as negotiated with NSUPE Local 23, and to absorb inflationary increases being applied to core operational expenses. We look forward to continuing to work with the Province towards an updated Library funding formula in 2025.”

TO	Municipal Council
FROM	Councillor Hiltz
BOARD/COMMITTEE	Joint Fire Service
BOARD/COMMITTEE MEETING DATE	January 23, 2025
COTW/COUNCIL MEETING DATE	February 4, 2025

There has been a significant increase in calls in the Town of Kentville due to an increased in population, buildings, houses as well as an increase in traffic. Kentvilles “rolling average” has increased because of this.

Honorarium formula is you must at least attend 20% of calls, meetings and training. Base amount is \$500 and officers get an additional \$200/yr. There is a formula including the number of calls each firefighter attends. This formula is also used by Pictou and Truro FD.

Full budget review presented by Office Manager from 2022/23 to present. The cost of trucks, boots, bunker gear, hoses has increased significantly.
The area rate has been set and is fixed for 2024/25 through to 2026/27.

Proceeds from 50/50 go towards gear including a brush truck, cover alls, boots, fitness room upgrades, etc

2024/25 budget was presented and accepted by the Committee. The asking amount from MOK is \$476,702. A 0.3% increase from last year (\$475,489.50). The rolling average within the MOK decreased significantly but costs of gear has increased.
The budget will be forwarded to both respective councils.

Discussion regarding the Centreville Fire and homicide. Supports were activated for firefighters who required same.

Discussion about heights of buildings in the town and municipality and strategies to fight fires in these buildings. Aerial ladder trucks are utilized as well as special regulations including sprinkler systems in these structures.

Office Manager/ Lt Firefighter Brent Pratt was thanked by Vice Chair Hiltz for his work on the budget and thorough presentation to the Committee.

Respectfully submitted,

Councillor Hiltz

Committee of Council Reports – February 4, 2025

Board/Committee	Chair/Reporting Councillor/ Members	Last/Next Meeting	Report
Asset Management Committee	Peter Allen, Doug Gates, Tim Harding	September 3, 2024 Next: TBD	
Audit & Finance Committee	Dave Corkum, Everett MacPherson (Chair), Riley Peckford (Vice-Chair), Emily Lutz	December 12, 2024 Next: TBD	Recommendations provided December 17, 2024
Diversity Kings County	Everett MacPherson, (Vice-Chair) Christina Sappington (Chair)	December 2, 2024 Next: January 6, 2025	Written Report provided January 21, 2025
Fences Arbitration Committee	Bob Best Alternate: Christina Sappington	No meetings	
Fire Services Advisory Committee	Peter Allen, Doug Gates, Riley Peckford (Reporting Councillor)	December 5, 2024 Next: February 20, 2025	Recommendation provided January 7, 2025
Greenwood Water Utility Source Water Protection Committee	Riley Peckford	July 25, 2024 Next: TBD	
Joint Accessibility Advisory Committee	Robbie Hiltz	December 11, 2024 Next: March 12, 2025	Recommendation provided January 7, 2025
Lake Monitoring Committee	Riley Peckford Alternate: Tim Harding	No recent meetings	
Nominating Committee	Dave Corkum (Chair), Peter Allen, Everett MacPherson, Riley Peckford	November 21, 2024 Next: TBD	Recommendations provided December 3, 2024
Planning Advisory Committee	Emily Lutz (Chair), Riley Peckford (Vice-Chair), Doug Gates, Everett MacPherson	December 10, 2024 Next: January 14, 2024	Recommendations provided January 7, 2025
Police Advisory Board	Bob Best, Robbie Hiltz, Christina Sappington	December 18, 2024 Next: February 19, 2024	Written Report provided January 7, 2025
Regional Sewer Committee	Tim Harding Alternate: Everett MacPherson	January 16, 2025 Next: TBD	Verbal report provided January 21, 2025
Sandy Court Source Water Protection Committee	Tim Harding	November 30, 2023 Next: TBD	

External Board and Committee Reports – February 4, 2025

Board/Committee	Reporting Councillor	Last / Next Meeting	Report
Annapolis Valley Regional Library Board	Emily Lutz Alternate: Peter Allen	3 rd Thursday of Sept, Nov, Feb, April and June, 6:00-8:00pm	Written report provided February 4, 2025
Annapolis Valley Trails Coalition Board	Bob Best Alternate: Robbie Hiltz	August 2024	Verbal report provided September 3, 2024
Canning Source Water Protection Committee	Everett MacPherson		
Interim IMSA Board (Kings Transit & Valley Waste)	Dave Corkum (Chair) Alternate: Emily Lutz	December 18, 2024 Next: January 15, 2025	Written Report provided January 21, 2025
Kentville Joint Fire Services Committee	Bob Best, Robbie Hiltz, Christina Sappington	December 19, 2024 Next: January 23, 2025	Written report provided January 7, 2025
Kentville Water Commission	Doug Gates		
Kings Regional Rehabilitation Centre Board	Peter Allen, Bob Best, Tim Harding, Christina Sappington	Last Monday of the Month	Verbal Report provided January 7, 2025
Kings Regional Emergency Management Advisory Committee	Dave Corkum, Robbie Hiltz	July 3, 2024 Next: January 22, 2025	Written Report provided February 4, 2025
Landscape of Grand Pré Inc. Member	Christina Sappington Alternate: Vacant		
Landscape of Grand Pré Inc. Board	Peter Allen	September 2024	Verbal report provided September 3, 2024
New Minas Source Water Protection Committee	Christina Sappington		
Port Williams Source Water Protection Committee	Doug Gates		
Valley Community Fibre Network (Authority) Board	Emily Lutz	Next: January 6, 2025	Written Report provided January 21, 2025
Valley Regional Enterprise Network Liaison & Oversight Committee	Dave Corkum	October 2, 2024	
Western Regional Housing Authority Board	Citizen Member only		
Wolfville Source Water Protection Advisory Committee	Peter Allen		



Canada Post is Under Review through Section 108 of the *Canada Labour Code*

As you may know, the Minister of Labour, Steven MacKinnon, ordered the resumption of mail service at Canada Post just before the holiday break, ordering CUPW members to return to work under Section 107 of the *Canada Labour Code*. What many do not know is that under Section 108, he also created an Industrial Inquiry Commission lead by William Kaplan that will work with CUPW and Canada Post to examine the future of the public post office with a very broad scope.

It will review Canada Post's financial situation, the possible diversification or alteration of delivery models, Canada Post's viability as it is currently configured, as well as bargaining issues, including full-time employment, health and safety and job security and produce a report not later than May 15, 2025. Accordingly, Kaplan's "recommendations may include amendments to the collective agreement, and any other changes to be implemented, including the structures, rights and responsibilities of the parties in the collective bargaining process."

The Commission is Seeking Input

We have an incredibly short timeline to follow. Hearings will begin January 27 with statements from both CUPW and Canada Post. The good news is that there is an opportunity for third parties to send in a written submission to the Commission as part of its public review. CUPW and Canada Post must have their bilingual submissions in to the commission by end of day Monday, January 20. We do not have a date or mechanism yet for third-party submissions, but it could be very soon. CUPW would like to ensure that the views of community groups, municipalities, allied organizations and labour are also considered. Therefore, if at all possible, we would like you to provide input to the Commission.

Please let us know if you will be making a submission. Please contact Brigitte Klassen at bklassen@cupw-sttp.org, so we can provide you with more details on how to send it to the Commission as soon as we have more information.

As time is of the essence and to help get you started on your submission, here are some suggested themes to consider that are important supplements to CUPW's bargaining demands.

- Keep Canada Post a Public Service
- Maintain universal service at a uniform price
- Expanded services to diversify and generate new revenue streams, no service cuts
 - add financial services
 - maintain the moratorium on post office closures to enable community hubs (meeting spaces, sales of local crafts, community gardens, government services for all levels of government)
 - maintain door-to-door delivery and increase where financially viable
- Major changes to Canada Post should not be made without full public consultation conducted through a mandate review involving all stakeholders

Keep Canada Post a Public Service

The Commission will examine the financial situation at Canada Post. Currently, the Crown Corporation is required only to be self-sufficient. It is completely user-funded and does not rely on taxpayer dollars. Canada Post still tends to prioritize major, high-profit customers over the public and providing a public service. Canada Post must not lose sight of its public interest objectives.

Major changes to Canada Post and the *Canadian Postal Service Charter* should not be made without full public consultation and hearings conducted through a mandate review involving all stakeholders. There is simply not enough time to do this under the Labour Minister's *Canada Labour Code* Section 108 order.

Maintain universal service at a uniform price

There have also been calls in the media and by various think tanks to privatize or deregulate Canada Post with little regard for the impact on public service or working conditions. Though transaction mail has been in decline, there are still over 2 billion letters delivered every year to an increasing number of addresses. Canada Post has an exclusive privilege (a monopoly) to handle letters so that it is able to generate enough money to provide affordable postal service to everyone, no matter where they live, be it a large urban centre or a rural or isolated community. There is no comparison in the world of a deregulated or privatized post office that serves anything near Canada's vast size and geography.

It will become increasingly difficult for our public post office to provide universal postal service if the exclusive privilege is eroded or eliminated. The exclusive privilege funds its universality. If parts of the service are deregulated or privatized, competitors will leave it to Canada Post alone to provide increasingly expensive delivery service to rural and remote communities, while they compete in profitable urban areas.

Providing Canada Post with an exclusive privilege to handle addressed letters is a form of regulation. Reducing or eliminating this privilege is deregulation. We have this regulation for a reason.

Expanded services to diversify and generate new revenue streams, no service cuts

For years, CUPW has been advocating for new and expanded services to help diversify and create new revenue streams as a direct means to handling decline in letter volumes. Many of these services, such as postal banking, already exist in many other post offices around the world and they generate significant revenue. Around the world, more than 1.2 billion people hold postal bank accounts.

Providing new services through the existing corporate retail network ensures that good jobs remain for workers and their families in the communities in which they live.

Financial Services

Given Canada Post's vast retail network, postal banking would offer in-community service for those who are underbanked or who have had their financial institutions close and leave town. Today, there are many rural communities with post offices, but no banks or credit unions. Very few Indigenous communities are served by local bank branches. Hundreds of thousands of low-income Canadians don't have bank

accounts at all, and almost 2 million Canadians rely on predatory payday lenders for basic financial services.

Postal banking is relatively straightforward. Like commercial banks, post offices would provide everyday financial services like chequing and savings accounts, loans and insurance. Postal banking could also be used to deliver government loans, grants and subsidies to boost renewable energy projects and energy-saving retrofits.

In many countries, postal banking is also mandated to provide financial access for all citizens and to play a role in addressing social inequalities. Postal banking could provide reliable financial services that everyone needs at affordable rates.

Community Hubs and Moratorium on Post Office Closures

We have also advocated community hubs (provide government services for all levels of government, meeting space, sales of local crafts, community gardens) and EV charging stations.

One of Canada Post's demands during Negotiations was to have the *flexibility* to close more than 130 of the 493 corporate Retail Post Offices that are protected under the current CUPW-Canada Post Urban Postal Operations collective agreement. These are post offices that are run by Canada Post and are not franchises located inside another host business.

While about three-quarters of these are also covered by an additional 1994 moratorium on closures, for those that are not, they could end up being privatized or disappear altogether if we lose this contract language. Residents may then have to travel further for their postal needs. No franchise host business is going to give up retail space for community hubs, nor parking space for charging stations that generate revenue for Canada Post. Longstanding, good-paying, full-time jobs in our communities could be replaced with low-wage, part-time work.

You can find a list of the post offices under the moratorium and how they are protected here:

<https://www.tpsgc-pwgsc.gc.ca/examendepostescanada-canadapostreview/rapport-report/bureaux-outlets-eng.html>

Senior Check-Ins

We have proposed creating a senior check-in service as well. Senior check-ins could bring peace of mind to loved ones and relatives who don't live nearby. Japan, France and Jersey in the British Isles currently offer effective and successful senior check-in services through their national postal services. Door-to-door postal workers are already watchful for signs that something isn't quite right. They could be allotted extra time on their routes to simply check in on seniors or people with mobility issues who sign up for the service to make sure everything is okay and deliver peace of mind.

Find out more about our service expansion proposals at <https://www.deliveringcommunitypower.ca>

Canada Post and the Industrial Inquiry Commission

Whereas the Canada Industrial Relations Board, as instructed by the Federal Minister of Labour, Steven MacKinnon, ordered the end to the postal strike and the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the *Canada Labour Code*.

Whereas the Federal Minister of Labour, Steven MacKinnon, created an *Industrial Inquiry Commission* under Section 108 of *Canada Labour Code*, led by William Kaplan, that will work with the Canadian Union of Postal Workers (CUPW) and Canada Post to examine the future of the public post office, including possible changes to the *Canadian Postal Service Charter*.

Whereas Canada Post is, first and foremost, a public service.

Whereas the *Commission* has been tasked with reviewing the obstacles to negotiated collective agreements between CUPW and Canada Post, the financial situation of Canada Post, Canada Post's expressed need to diversify and/or alter its delivery models in the face of current business demands, the viability of the business as it is currently configured, CUPW's negotiated commitments to job security, full-time employment, and the need to protect the health and safety of workers.

Whereas the *Commission* only has until May 15, 2025, to submit its final report to the government and make recommendations about the future structure of Canada Post.

Whereas while there is room for written input, the *Commission* process is not widely publicized, nor equivalent to a full and thorough public service review of Canada Post's mandate allowing for all stakeholder input, as has been undertaken by previous governments.

Whereas it will be crucial for the *Commission* to hear our views on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the *Canadian Postal Service Charter*, home mail delivery, parcel delivery, keeping daily delivery, adding postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure Canada Post's financial self-sustainability.

Therefore, be it resolved that (name of municipality) provide input to the *Commission* in the form of a written submission.

Therefore, be it resolved that (name of municipality) will write the Federal Minister of Labour, Steven MacKinnon, and the Federal Minister of Public Services and Procurement of Canada, Jean-Yves Duclos, who is responsible for Canada Post, to demand that no changes be made to the *Canada Post Corporation Act*, Canada Post's mandate or the *Canadian Postal Service Charter* without a full, thorough, public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.

PLEASE SEE THE MAILING INFORMATION FOR RESOLUTIONS ON REVERSE SIDE

MAILING INFORMATION

1) Please send your resolution to the Commission:

- We do not have a mailing address at this time. As we understand it, this is the email address that will collect the documents on behalf of the Commission:
edsc.cdi-iic.esdc@labour-travail.gc.ca

2) Please send your resolution to the Ministers responsible for Labour and Canada Post, and your Member of Parliament:

- Steven MacKinnon, Federal Minister of Labour, House of Commons, Ottawa, Ontario, K1A 0A6
- Jean-Yves Duclos, Federal Minister of Public Services and Procurement of Canada, House of Commons, Ottawa, Ontario, K1A 0A6
- Your Member of Parliament

Note: Mail may be sent postage-free to any member of Parliament. You can get your MP's name, phone number and address by going to the Parliament of Canada website at <https://www.ourcommons.ca/Members/en>

3) Please send copies of your resolution to:

- Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
- Rebecca Bligh, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

/cope 225



Emergency Management Office of the Minister

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

January 17, 2025

VIA EMAIL

To: Mayors, CAOs and Wardens

Re: Moving towards Consistent and Impactful Emergency Response

Over the last few years Nova Scotia has endured generational hurricanes, wildfires and floods that have had a devastating impact on our communities and the residents we serve. That is why in the Spring 2024 the Government established the Department of Emergency Management and the Nova Scotia Guard.

In the short time I have been in the role as Minister for the Department of Emergency Management, there have been two activations of the Provincial Coordination Centre (PCC). I have witnessed how important our emergency management planning and response is to the safety of our citizens. I also know the importance of reflecting on lessons learned after each event. To this end, I am requesting that municipalities put the following protocols in place during an emergency response.

Activation of Emergency Operations Centres

Effective emergency management requires a common tiered response across all levels of government to ensure roles and accountabilities are clear. With that in mind, I felt it would be helpful to highlight how the PCC supports its various emergency management partners through its different levels of activation.

- At level 1, the PCC is **monitoring** an emergency or developing situation that may move beyond the ability of local responders to address at the municipal level. We have key staff and partners engaged so that if needed we can respond to an emergency.
- At level 2, the PCC is at **partial activation** when there is a moderate event expected, or if a current situation escalates to the point where it involves more communities or a greater risk to the public.
- At level 3, the PCC enters **full activation** when a major event involving multiple locations is happening or anticipated. At this point, many agency and government representatives are involved.

To ensure a consistent response across the Province we are requesting the following:

When the PCC activates to a level 2; municipalities in the affected area(s) also activate their local Emergency Operations Centres.

- By doing so, we can ensure that municipalities and the province are well positioned to respond rapidly and effectively to unfolding events. Recent experience has demonstrated that cell



Emergency Management Office of the Minister

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

phones and other means of communication can be interrupted during emergency events necessitating use of the redundant communications systems found in our emergency operations centres. Best practice dictates that activation at Level 2 cannot be virtual.

When the EOC is activated, a monitored phone number is available to citizens for the duration of the activation

- When a level 2 activations occurs, it means residents may be in greater need of support that is of an important but non-urgent nature. This may include requests for help with snow removal, receiving medications or checking in on loved ones. To support residents with these types of requests it is important that they have access to a 24-hour local municipal phone number during an emergency. Any requests that cannot be met at the local level can be elevated through a Request for Assistance through the PCC. The municipal emergency contact number will be shared with our partners at 211 Nova Scotia, in the event they receive requests, and can redirect them accordingly.
- Urgent requests for immediate threat to life and property (fire/police/medical) should continue to be directed to the provincial 911 system.

Over the coming months, the department will be opening Regional Emergency Operation Centres which will support municipal REMOs through collaborative planning, training, exercising and community outreach. By introducing the protocols above, we take a step forward in building a collaborative and enhanced emergency management response across the province. My staff are available to discuss the above points with you should you have questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kim Masland".

Kim Masland
Minister of Emergency Management



Kings Regional Emergency Management Organization, 359 Main St., Wolfville Nova Scotia B4P 1A1

January 24, 2025

VIA EMAIL

The Honourable Minister Masland
Department of Emergency Management
33 Acadia Street
Dartmouth, Nova Scotia
PO Box 2581, Halifax NS
B3J 3N5

Dear Minister Masland,

Re: Kings REMO Emergency Coordination Centre (ECC) Activation

Ref: Minister Emergency Management Letter to Mayors and CAOs, 2025-01-17

On behalf of Kings Regional Emergency Management Organization (REMO), we acknowledge receipt of your letter regarding emergency management protocols and your commitment to enhancing a consistent and collaborative emergency response across the province. We appreciate the Department of Emergency Management's efforts in supporting municipalities during emergencies and the introduction of tiered Provincial Coordination Centre (PCC) activations.

After reviewing your request for municipalities to activate their Emergency Coordination Centre (ECC) at a PCC Level 2 activation, we respectfully express that while Kings County may be in the affected area during a Level 2 activation of the PCC, this will not necessarily result in the activation of the Kings REMO ECC to the same level without a meaningful assessment of the specific impacts to Kings County residents.

Rationale:

1. Localized Assessment of Impacts

The decision to activate the Kings REMO ECC is guided by an assessment of the direct and measurable impacts on the residents of Kings County. Not all PCC Level 2 activations will have an immediate or significant effect on our region and activating the ECC without clear local need could misallocate limited resources.

2. Scalable and Efficient Response

Kings REMO follows a scalable response model, ensuring that resources are deployed in a manner proportionate to the severity and scope of an event. Automatic activation at a PCC Level 2 does not align with this principle and may hinder the efficiency of our emergency operations.

3. **Decision-Making Authority of CAOs**

Activation of the Kings REMO ECC remains a decision that must be made collaboratively by the Chief Administrative Officers (CAOs) of our member municipalities, and at times Incident Commanders. This ensures that local context, priorities, and capacity are fully considered, maintaining the autonomy and effectiveness of municipal-level emergency management.

4. **Commitment to Collaboration and Communication**

Kings REMO remains committed to strong communication and coordination with the PCC during emergencies. Even without full ECC activation, Kings REMO will ensure robust communication channels, including redundant systems, are in place to support the provincial response.

I will also note that section 519 of the MGA states that the Minister of Municipal Affairs and Housing is required to provide the Nova Scotia Federation of Municipalities 12 months' notice of any provincial legislation, regulation, or administrative actions that could have the effect of decreasing revenues or increasing the required expenditures of municipalities. I do not believe that has happened in this instance.

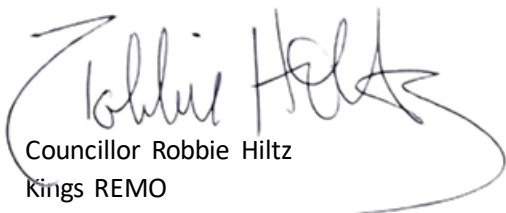
Proposed Approach:

Kings REMO supports the intent behind the PCC activation framework and proposes the following approach to align provincial and municipal efforts:

- The activation of the Kings REMO ECC will be informed by a meaningful assessment of local impacts, conducted in consultation with CAOs and emergency management staff (e.g., Incident Commanders).
- Kings REMO will maintain a monitored contact number for residents during emergencies and work collaboratively with partners such as 211 Nova Scotia to address non-urgent community needs.
- We will continue to participate actively in provincial planning, training, and exercises to ensure readiness and alignment with provincial objectives.

Kings REMO values the role of the Department of Emergency Management in supporting municipalities and fostering a unified emergency response. We welcome continued collaboration to refine protocols that balance provincial coordination with local autonomy and the best interests of our residents.

Sincerely,



Councillor Robbie Hiltz
Kings REMO

Regional Emergency Management Advisory Committee Chair

cc: Kings REMO Advisory Committee
Kings County Mayors
Kings County Chief Administrative Officers



Kentville Business COMMUNITY

354 Main Street, Kentville, NS, B4N 1K6 | info@kentvillebusiness.ca | 902-385-0035

Mayor Corkum and Council
181 Coldbrook Village Park Drive
Coldbrook, NS, B4R 1B9

Thursday, January 16, 2025

Dear Mayor Corkum and Council,

On behalf of the Kentville Business Community, I am writing to express our enthusiastic support of the development of a regional recreation complex. The investment would represent an exciting opportunity to enhance the quality of life for residents across the Municipality of the County of Kings while driving economic growth and fostering stronger connections between our communities.

A regional recreation facility would serve as a vital hub of physical activity and wellness for residents of all ages and abilities and could position our region as a destination for sport and recreation tourism. Sport based tourism has the potential to attract visitors from across the province and beyond, bringing increased traffic to our local businesses, including those in downtown Kentville. The economic spinoff for sectors like retail, hospitality, and services cannot be overstated.

Additionally, many of businesses in downtown Kentville are owned and operated by Kings County residents. These entrepreneurs are deeply invested in the success of the region as a whole and would greatly value the establishment of a recreation hub that benefits urban and rural communities alike. Through inclusivity and accessibility, this complex has the potential to unite our diverse population and amplify the collective strengths of our area.

While we refrain from advocating for a specific location, we emphasize the importance of ensuring that this facility is strategically positioned to maximize its accessibility and benefits for all residents. We trust that council's decision will reflect careful consideration of these factors to achieve the greatest impact.

Thank you for your dedication to fostering vibrant and thriving communities within the County of Kings.

Sincerely,

Andrew White (Jan 16, 2025 14:58 AST)

Andrew White
President
Kentville Business Community

Old Orchard Inn Ltd.

153 Greenwich Road S., Wolfville, Nova Scotia B4P 2R2

January 27, 2025

Municipality of the County of Kings
181 Coldbrook Village Park Drive
Coldbrook, Nova Scotia B4R 1B9
Attn: Mayor and Council

Dear Mayor Corkum, Councilors

Re: Wellness Centre in the Annapolis Valley

We write to you on behalf of the owners and management of the Old Orchard Inn to lend our support to the construction of a wellness centre for the Annapolis Valley.

As members of the Valley business community and leaders of the Valley Regional Economic Network, we see great benefit in a new wellness centre. Some benefits include:

Community – The Valley is the only region in the Province of Nova Scotia that does not have a multi-purpose recreational facility (a wellness centre). Valley citizens currently need to travel great distances to use swimming facilities and indoor sporting spaces;

Economic Development – A wellness centre would be a big boost to local economic development which would allow existing businesses to grow and also attract new business to the area;

Health - As a corporate citizen, we are invested in the health of our community. We have partnered with the Valley Regional Hospital Foundation for an annual Christmas fundraiser, and we would like to see more opportunities for our youth and seniors to be active and healthy in the community;

Employment Attraction/Retention - Having a wellness centre helps to attract families to settle in the Valley. Large employers like Michelin, Atlantic Poultry, Valley Regional Hospital, NSCC, and The Old Orchard Inn would be able to employ and retain more employees;

Tourism – As leaders of the Valley Regional Economic Network and the Tourism Implementation Working Committee, we are uniquely positioned to advise on the economic benefits of the tourism sector to the local economy. A wellness centre would significantly increase tourism volume, both in the leisure and group-athletic market segments which are a strong driver and diversifier of local economies.

In closing, we remain committed to the success of the Valley as a corporate citizen. We will continue to do our part to engage in charitable ventures, responsible employment for our staff, and reinvesting into the hotel to deliver a first-class experience that everyone in the Valley can

be proud of. We hope you will look favourably on the creation of a new wellness centre which will be a positive legacy of your Council for years to come.

Sincerely,

Old Orchard Inn Ltd.

Per: 
Name: Matthew Stokes
Title: President/CEO

TO Municipal Council
PREPARED BY Rob Frost
MEETING DATE February 4, 2025
SUBJECT Meeting with MLAs February 3, 2025

ORIGIN

- [Presentation from Open Arms](#) at Committee of the Whole, January 21, 2025

RECOMMENDATION

That Municipal Council receive the February 4, 2025 Briefing regarding the February 3, 2025 meeting with MLAs for information.

INTENT

To provide an update on the discussions with Minister Lohr and MLA Vanexan.

DISCUSSION

Minister Lohr, MLA Vanexan, Peter Harrison, and Josh Eisses, met with Mayor Corkum, CAO Conrod, DCAO Frost, and Director Javorek on February 3, 2025. The main areas of conversation were related to where the Municipality was in relation to the Chapel Rd project, supports for those experiencing homelessness, current and future Statements of Provincial Interests (SPIs), and roads.

In relation to ongoing support for those experiencing homelessness there was discussion about the many ways in which the Provincial Government supports organizations in the area, and the many initiatives that have been undertaken by this Government including the Pallet shelters, and numerous affordable housing projects. The Municipality will be put in touch with the Department of Opportunities and Social Development. A separate RFD will be provided to Council.

There was good discussion regarding planning and the SPIs. There will be consultation with all Nova Scotia Municipalities in the near future on the SPIs.

Discussion about roads touched on all types of roads and how we can work together to improve all roads in the Municipality. The Municipality will be following up with the previously presented discussion on the 1995 list of J-Class roads.

This was a productive, valuable meeting where everyone agreed to work to improve our communications and coordination of future projects.

FINANCIAL IMPLICATIONS

- None

STRATEGIC PLAN ALIGNMENT

✓	Strong Communities	
	Environmental Stewardship	

	Economic Development	
	Good Governance	
	Financial Sustainability	
✓	Other	Governmental Relations

APPROVALS

Scott Conrod, Chief Administrative Officer

February 4, 2025