



MUNICIPALITY of the  
COUNTY of KINGS

**MUNICIPAL COUNCIL**  
**Tuesday, April 7, 2026**  
**Following Public Hearing**  
**AGENDA**

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

1. Roll Call & Land Acknowledgement **25:23**
2. Approval of Agenda **27:30** Page 1
3. Disclosure of Conflict of Interest Issues **None**
4. Approval of Minutes
  - a. March 3, 2026 Council **28:26** Page 3
  - b. March 25, 2026 Special Council **29:14** Page 13
5. Business Arising from Minutes **None**
  - a. March 3, 2026 Council Page 3
  - b. March 25, 2026 Special Council Page 13
6. Planning Advisory Committee Recommendations March 10, 2026 Page 16
  - a. Amendment to the list of permitted uses in the Agricultural (A1) Zone and rezoning of a property on Belcher Street (PID 55030498), Port Williams **31:04**
  - b. Application to amend an existing development agreement at 850 Grand Pre Rd (PID 55235550), Wallbrook (File 25-18) **32:35**
  - c. Application to amend the text of the Land Use By-law to Permit Second Dwellings in Rural Areas and Associated Amendments (File P24-01) **34:18**
  - d. Application to rezone portion of 1200 Parkway Drive (PID 55479562), Port Williams (File 25-22) **50:50**
  - e. Next Public Hearing **52:06**
7. Administration
  - a. Amendments to By-law 102: Committees Governance (second reading) **52:32** Page 17
  - b. Proclamation & Flag Raising Requests: VON Week, Gaelic Month, Philippine Independence Day **55:35** Page 27
8. Financial Services
  - a. Amendment to Policy FIN-05-029: District Activity Funds - Update Policy Number (adoption) **59:07** Page 31
9. Audit & Finance Committee Recommendations February 26, 2026 **1:00:55** Page 35
  - a. Q4 Capital Accountability Report Fiscal 2024/2025
  - b. Q3 Capital Accountability Report Fiscal 2025/2026
  - c. Q3 General Operating Accountability Report Fiscal 2025/2026
10. Committee of the Whole Recommendations March 17, 2026 **1:03:38** Page 36
  - a. County of Kings Fly Fishing Streamer
  - b. Antigonish Coalition to End Poverty

*Agenda continued on next page*



MUNICIPALITY *of the*  
COUNTY *of* KINGS

**MUNICIPAL COUNCIL**  
**Tuesday, April 7, 2026**  
**Following Public Hearing**  
**AGENDA - Continued**

11. Board & Committee Reports **1:06:30**
  - a. Divert NS Circular Economy Summit Page 37
  - b. Wolfville Source Water Protection Advisory Committee Page 38
  - c. Committees of Council Page 39
  - d. External Boards and Committees Page 40
12. Correspondence **1:08:40**
  - a. 2026-03-18 Town of Digby Letter of Support Antigonish Coalition to End Poverty Page 41
  - b. 2026-03-27 Invite 40<sup>th</sup> Anniversary Opening of White Rock Community Hall Page 42
13. Other Business **1:09:50**
14. Comments from the Public **None**
15. Adjournment **1:10:56**

**Land Acknowledgement**

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

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

**THE MUNICIPALITY OF THE COUNTY OF KINGS  
MUNICIPAL COUNCIL  
Tuesday, March 3, 2026  
DRAFT MINUTES**

**Meeting Date  
and Time**

A meeting of Municipal Council was held on Tuesday, March 3, 2026 at 6:22 p.m. following a Public Hearing in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

**1. Attendance**

All Members of Council were in attendance.

**Results for Roll Call**

For 10  
Against 0

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

Also in attendance were:

- Scott Conrod, Chief Administrative Officer
- Andrea Hyslop, Deputy Chief Administrative Officer
- Brad Carrigan, Director, Engineering & Public Works
- Trish Javorek, Director, Planning & Inspections
- Terry Kelly, In-house Solicitor
- Mike Livingstone, Director, Finance & IT
- Terry Brown, Manager, Inspections & Enforcement
- Laura Mosher, Manager, Planning
- Janny Postema, Municipal Clerk/Recording Secretary

**Land  
Acknowledgement**

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

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

**On motion of Deputy Mayor MacPherson and Councillor Gates, that Municipal Council approve the March 3, 2026 agenda as circulated.**

**Motion Carried.**

**Results**

For 10  
Against 0

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

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

4. **Approval of Minutes**

4a. [February 3, 2026](#) **On motion of Councillor Allen and Councillor Harding, that the minutes of the February 3, 2026 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. [February 17, 2026](#) **On motion of Councillor Lutz and Councillor Sappington, that the minutes of the February 17, 2026 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. [February 3, 2026](#) There was no business arising from the February 3, 2026 minutes.

5b. [February 17, 2026](#) There was no business arising from the February 17, 2026 minutes.

6. [Planning Advisory Committee Recommendations February 10, 2026](#)

6a. **Amendment to the list of permitted uses in the Agricultural (A1) Zone and rezoning of a** Councillor Lutz presented the recommendations as attached to the March 3, 2026 Council agenda.

property on Belcher Street (PID 55030498), Port Williams

On motion of Councillor Lutz and Councillor Gates, that Municipal Council give First Reading to and hold a Public Hearing regarding the application to amend a map and the text of the Land Use By-Law to permit the expansion of an existing agricultural related industry at 830 Belcher Street (PID 55030498), Port Williams as described in Appendices C and D of the report dated February 10, 2026.

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. Amendments to the Municipal Planning Strategy and Land Use By-law to expand the New Minas Growth Centre, facilitate development in the Country Residential (A4) Zone and establish Wellfield Protections for the Town of Wolfville Water Supply

On motion of Councillor Lutz and Councillor Allen, that Municipal Council give Second Reading to amendments to the Municipal Planning Documents to expand the New Minas Growth Centre, facilitate development in the Country Residential (A4) Zone and establish Wellfield Protections for the Town of Wolfville Water Supply.

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

6c. Next Public Hearing

Councillor Lutz noted that the next Public Hearing was scheduled for Tuesday, April 7, 2026 at 6:00 p.m.

7. Administration

7a. [Amendments to Policy HR-06-019: Non-Union Salary Administration \(adoption\)](#)

On motion of Deputy Mayor MacPherson and Councillor Lutz, that Municipal Council amend Policy HR-06-019: Non-Union Salary Administration, as attached to the March 3, 2026 agenda.

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

- 7b. [Amendment to Policy FIN-05-029: District Activity Funds - Update Policy Number \(notice\)](#)

Janny Postema, Municipal Clerk, presented the Request for Decision as attached to the March 3, 2026 Council agenda and provided a [presentation](#).

**On motion of Councillor Peckford and Councillor Gates, that Municipal Council give seven days' notice, per s. 48(1) *Municipal Government Act*, to amend Policy FIN-05-029: District Activity Funds to FIN-05-030, as outlined in the March 3, 2026 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

- 7c. [Village Commissioner Appointment to Greenwood Source Water Protection Committee](#)

Janny Postema, Municipal Clerk, presented the Request for Decision as attached to the March 3, 2026 Council agenda and provided a [presentation](#).

**On motion of Councillor Peckford and Councillor Harding, that Municipal Council appoint Bob Baker, Greenwood Village Commissioner, to the Greenwood Water Utility Source Water Protection Committee effective May 1, 2026 for a term ending April 30, 2028.**

**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

7d. [Fire Governance Study and Potential Municipal Implications](#)

Andrea Hyslop, Deputy Chief Administrative Officer, presented the Briefing as attached to the March 3, 2026 Council agenda and provided a [presentation](#).

**On motion of Councillor Gates and Councillor Hiltz, that Municipal Council receive the Briefing on Fire Governance Study, Bill 186, and Potential Municipal Implications as presented on March 3, 2026 as 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

7e. [IMSA with Town of Kentville and Kentville Volunteer Fire Department / Amendments to By-law 102: Committees Governance \(first reading\)](#)

Scott Conrod, Chief Administrative Officer, presented the Request for Decision as attached to the March 3, 2026 Council agenda and provided a [presentation](#).

**On motion of Councillor Deputy Mayor MacPherson and Councillor Lutz, that Municipal Council receive for information the update on the execution of an Intermunicipal Services Agreement with the Town of Kentville and Kentville Volunteer Fire Department as instructed in private session on February 17, 2026.**

**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

On motion of Councillor Sappington and Councillor Allen, that Municipal Council give First Reading to amend By-law 102: Committees Governance to delete the reference to the Kentville Joint Fire Services Committee and delete and add other disbanded or new boards and committees.

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. Financial Services

8a. [Amendments to Policy FIN-05-007: Fire and Recreation Area Rates \(adoption\)](#)

On motion of Councillor Gates and Councillor Harding, that Municipal Council amend Policy FIN-05-007: Fire and Recreation Area Rates, as attached to the March 3, 2026 agenda.

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

8b. [Amendments to Policy FIN-05-008: Business Expense Policy \(adoption\)](#)

On motion of Deputy Mayor MacPherson and Councillor Lutz, that Municipal Council amend Policy FIN-05-008: Business Expense, as attached to the March 3, 2026 agenda.

Motion Carried.

*Results*

For 9  
Against 0

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

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

8c. [Amendments to Policy FIN-05-009: Personal Property Tax Reduction \(adoption\)](#)

On motion of Councillor Harding and Councillor Sappington, that Municipal Council amend Policy FIN-05-009: Personal Property Tax Reduction, as attached to the March 3, 2026 agenda.

**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

8d. [Guarantee Resolution - Valley Region Solid Waste-Resource Management Authority](#)

Mike Livingstone, Director of Finance & IT, presented the Request for Decision as attached to the March 3, 2026 Council agenda and provided a [presentation](#).

On motion of Councillor Peckford and Councillor Hiltz, that Municipal Council approve the Valley Region Solid Waste-Resource Management Authority Municipal Partner Guarantee Resolution, as detailed in Appendix A attached to the Request for Decision dated March 3, 2026, in the amount of \$249,905.

**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

8e. [2026/27 Budget Timeline Amendment](#)

Mike Livingstone, Director of Finance & IT, presented the Request for Decision as attached to the March 3, 2026 Council agenda and provided a [presentation](#).

On motion of Councillor Gates and Deputy Mayor MacPherson, that Municipal Council approve the amended 2026/27 Budget Timeline as attached to the March 3, 2026 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

**9. Board & Committee Reports**

- 9a. [Annapolis Valley Homelessness Advisory Committee](#) Deputy Mayor MacPherson presented the report as attached to the March 3, 2026 Council agenda.
- 9b. [Audit & Finance Committee](#) Deputy Mayor MacPherson presented the report as attached to the March 3, 2026 Council agenda.
- 9c. [Nova Scotia Solid Waste-Resource Regional Chairs Committee](#) Mayor Corkum presented the report as attached to the March 3, 2026 Council agenda.
- 9d. [Police Advisory Board](#) Councillor Sappington presented the report as attached to the March 3, 2026 Council agenda.
- 9e. [Valley Regional Enterprise Network Liaison & Oversight Committee](#) Mayor Corkum presented the report as attached to the March 3, 2026 Council agenda.
- 9f. [Valley Regional Services Board](#) Mayor Corkum presented the report as attached to the March 3, 2026 Council agenda.
- 9g. [Virtual Fire Service Modernization Planning Session](#) Mayor Corkum presented the report as attached to the March 3, 2026 Council agenda.
- 9h. **Kentville Source Water Protection Advisory Group** Councillor Gates noted that he had attended a recent meeting.
- 9i. [Committees of Council](#) For information.

9j. [External Boards and Committees](#)

For information.

On motion of Councillor Sappington and Councillor Allen, that Municipal Council receive the Board and Committee Reports as attached to the March 3, 2026 Council agenda and as provided verbally for information.

Motion Carried.

**Results**

For 10  
Against 0

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

10. **Other Business**

There was no other business to come before Council.

11. **Comments from the Public**

No members of the public present provided comments.

12. **Closed Session**

On motion of Councillor Peckford and Councillor Sappington, that Council move into closed session in accordance with *Municipal Government Act* sections 22 (2)(c) and (e): “personnel matters” and “contract negotiations”.

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

Council moved into closed session at 7:44 p.m. and adjourned at 8:46 p.m..

13. **Adjournment**

On motion of Councillor Allen and Councillor Lutz, there being no further business, the meeting adjourned at 8:46 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.

**THE MUNICIPALITY OF THE COUNTY OF KINGS  
SPECIAL MUNICIPAL COUNCIL  
Wednesday March 25, 2026  
DRAFT MINUTES**

**Meeting Date and Time**

A special meeting of Municipal Council was held on Wednesday March 25, 2026 following Committee of the Whole at 11:32 a.m. in the Council Chambers, Municipal Complex, Coldbrook, Nova Scotia.

**1. Attendance**

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

**Results for Roll Call**

For 9  
Against 0

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

Also in attendance were:

- Scott Conrod, Chief Administrative Officer
- Andrea Hyslop, Deputy Chief Administrative Officer
- Brad Carrigan, Director, Engineering & Public Works
- Trish Javorek, Director, Planning & Inspections
- Terry Kelly, In-house Solicitor
- Mike Livingstone, Director, Finance & IT
- Terry Brown, Manager of Inspections & Enforcement
- Katrina Roefs, Financial Analyst
- Janny Postema, Municipal Clerk/Recording Secretary

**Land Acknowledgement**

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

**Excuse Absence**

On motion of Deputy Mayor MacPherson and Councillor Hiltz that Councillor Lutz's absence from the March 25, 2026 Special Council meeting be excused.

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

On motion of Councillor Allen and Councillor Sappington, that Municipal Council approve the March 25, 2026 agenda as circulated.

**Motion Carried.**

**Results**

For 9  
Against 0

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

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

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

- 4. **Closed Session** On motion of Peckford and Councillor Harding, that Council move into closed session in accordance with *Municipal Government Act* section 22 (2) (e): contract negotiations.

**Motion Carried.**

**Results**

For 9  
Against 0

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

Council moved into closed session at 11:36 a.m. and returned to public session at 12:25 p.m.

- 4a. **Valley Regional Enterprise Network Model and Funding** On motion of Councillor Best and Councillor Peckford, that Municipal Council give notice as per Section 38 of the Valley REN Intermunicipal Services Agreement to the other parties of the Municipality of the County of Kings' intention to withdraw from the Valley REN as of March 31, 2028.

**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

6. **Comments from the Public** No members of the public were present.

7. **Adjournment** On motion of Councillor Allen and Councillor Sappington, there being no further business, the meeting adjourned at 12:26 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

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** [March 10, 2026](#)  
**COUNCIL MEETING DATE** April 7, 2026

## RECOMMENDATIONS

a.	Amendment to the list of permitted uses in the Agricultural (A1) Zone and rezoning of a property on Belcher Street (PID 55030498), Port Williams	<b>That Municipal Council give Second Reading regarding the application to amend a map and the text of the Land Use By-law to permit the expansion of an existing agricultural related industry at 830 Belcher Street (PID 55030498), Port Williams as described in Appendices C and D of the report dated <a href="#">February 10, 2026</a>.</b>
b.	Application to amend an existing development agreement at 850 Grand Pre Rd (PID 55235550), Wallbrook (File 25-18)	<b>That Municipal Council give Initial Consideration and hold a Public Hearing to approve the amending development agreement regarding the expansion of an existing visitor-oriented development at 850 Grand Pré Road (PID 55235550), Wallbrook, which is substantively the same (save for minor differences in form) as the draft set out in Appendix E of the report dated <a href="#">March 10, 2026</a>.</b>
c.	Application to amend the text of the Land Use By-law to Permit Second Dwellings in Rural Areas and Associated Amendments (File P24-01)	<b>That Municipal Council give First Reading and hold a Public Hearing regarding amendments to the Land Use By-law to permit the development of second dwellings in Rural Areas where Residential Uses are permitted except for the Rural Commercial (C4) Zone, Agricultural (A1) Zone, Farm Commercial (A3) Zone, and Country Residential (A4) Zone as described in the report dated <a href="#">March 10, 2026</a>.</b>
d.	Application to rezone a portion of 1200 Parkway Drive (PID 55479562), Port Williams (File 25-22)	<b>That Municipal Council give First Reading to and hold a Public Hearing regarding the application to rezone a portion of 1200 Parkway Drive (PID 55479562), Port Williams from the Light Industrial Commercial (M1) Zone to the General Commercial (C1) Zone as described in Appendix C of the report dated <a href="#">March 10, 2026</a>.</b>
e.	Next Public Hearing	<b>Tuesday, May 5, 2026 at 6:00 p.m.</b>

# MUNICIPALITY OF THE COUNTY OF KINGS



**For By-Law information contact the Municipal Clerk**

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

## BY-LAW # 102

### COMMITTEES GOVERNANCE BY-LAW

#### **A BY-LAW TO DEFINE THE MANDATE, ADOPT TERMS OF REFERENCE AND ADOPT MEETING PROCEDURES FOR COMMITTEES ESTABLISHED BY OR APPOINTMENTS TO EXTERNAL COMMITTEES BY THE MUNICIPALITY OF THE COUNTY OF KINGS**

**WHEREAS** By-law 64, 'Meetings and Procedure By-law', establishes the rules and procedures under which meetings of all committees established by Council, except for Committee of the Whole, are to operate; and

**WHEREAS** Council establishes committees and makes appointments to committees and boards of external bodies that may include any combination of members of the public, members of Council and/or members of Municipal staff;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of the County of Kings enacts as follows:

#### **1. DEFINITIONS**

**Appointee** means a Citizen Appointee, Council Appointee or Staff Appointee.

**Board** means a Board of a body that Council makes appointments to as a matter of law or under the terms of an intermunicipal agreement or memorandum of understanding to which the Municipality is a party.

**Citizen Appointee** means a member of the public appointed by Council to serve on a Committee or External Committee.

**Committee** means any committee of Council established or approved by Council on a special, standing or advisory basis with terms of reference approved by Council but does not include the Committee of the Whole.

**Council Appointee** means a member of Council appointed by Council to serve on a Committee or External Committee.

**External Committee** means a committee which is not a Committee of Council and may include an external Board, commission, committee, authority or quasi-judicial committee created pursuant to statute or agreement or memorandum of understanding to which the Municipality is a party to.

**Regularly scheduled meeting** means a committee meeting that is scheduled on a regular basis in accordance with section 2.3 (a).

**Staff Appointee** means a member of Municipal staff appointed by the CAO and approved by Council to serve on a Committee or External Committee.

**Sub-Committee** means a committee established by a standing committee of Council with a clear mandate that has a beginning and ending and reports directly to the creating standing committee and may include members of the public, members of Council and/or members of Municipal Staff.

## **2. GENERAL PROVISIONS**

- 2.1 Except as otherwise provided for in this by-law, all Committees and Committee members must conform to the rules governing the procedures of a meeting of Council as outlined in the 'Meetings and Procedure By-law 64'.
- 2.2 Where an Appointee is appointed by Council to an External Committee, the Appointee shall, subject to the by-laws of the External Committee, comply with the provisions of this By-law.

### **2.3 Attendance and Regularly Scheduled Meetings**

- (a) At the first meeting of a Committee in a calendar year, the Committee shall pass a motion setting the schedule for regularly scheduled meetings of the Committee for the year and report the schedule back to the Municipal Clerk. In determining the frequency of regularly scheduled meetings, the Committee shall consider the nature of the Committee, the Committee's Terms of Reference and the Committee's objectives and shall set the schedule on a recurring basis weekly, monthly, quarterly, biannually or annually, as deemed necessary by a majority of the Committee members.
- (b) The Committee Chair shall ensure that attendance of Committee members is recorded in the minutes of the meeting.

### **2.4 Absenteeism, Alternates and Vacancy**

- (a) Attendance of Council Appointees and Citizen Appointees shall be reported by the Chair of the Committee to the Municipal Clerk on a quarterly basis. Council Appointees and Citizen Appointees to an External Committee shall each report his or her personal attendance to the Municipal Clerk on a quarterly basis. A report of attendance of all Council Appointees and Citizen Appointees on both internal Committees and External Committees shall be prepared by the Municipal Clerk and submitted to Council on a quarterly basis.
- (b) Subject to section 2.4 (d), if any member of a Committee is absent for three (3) regularly scheduled consecutive meetings without cause acceptable to the Committee, the person ceases to be a member.
- (c) The Chair of the Committee shall immediately notify the Municipal Clerk of a vacancy, and the Council shall fill the vacancy.
- (d) In the event that a Council Appointee is unable to attend a regularly scheduled meeting of either a Committee or an External Committee, as the case may be, the Council Appointee shall make every effort to arrange for another Council member as an alternate. For the purposes of section 2.4 (b), the absence of a Council Appointee shall not count provided that an alternate Council member has agreed to attend in advance.

- (e) Any Citizen Appointee to a Committee or External Committee who is absent without acceptable cause to Council for more than thirty per cent (30%) of the regularly scheduled meetings since their term of appointment will not be eligible for reappointment.
- (f) A member of a Committee of Council who intends to leave a meeting before the meeting is adjourned must inform the Chair of this intention either at the start of the meeting or prior to leaving.
- (g) The quarterly payment of any honorarium payable by the Municipality to a Citizen Appointee pursuant to FIN-05-002 shall be reduced pro rata on a per meeting basis for each meeting missed by the Citizen Appointee in the previous three-month period.

## **2.5 Mayor as Ex-Officio Member of Committees**

- (a) Subject to the Terms of Reference of any Committee, the Mayor of the Municipality is *ex-officio* a member of every Committee or Sub-Committee;
- (b) Where a Committee is established by reference to a particular number of members without specifically providing for the membership of the Mayor of the Council, such number is automatically increased by one, being the Mayor of the Council, as provided under (a) above, when the Mayor is present, and all members of the Committee are present.
- (c) In those instances when all members are not present, the Mayor's attendance replaces an absent member and the membership number is not automatically increased by one.
- (d) The Mayor is able to participate in the business of the Committee without any restriction except voting unless the Mayor is replacing another Council Appointee or unless the Committee's Terms of Reference indicate otherwise.
- (e) Subject to section 2.5 (d), only members appointed by Council who have been appointed to a Committee, or their alternate, are entitled to vote at a meeting.

## **2.6 Criteria to Serve on Committee**

Every member of a Committee or every Appointee of Council to an External Committee must be either a member of Council or a person eligible to be elected as a member of the Council, in accordance with the Municipal Elections Act. All appointments to Committees are made at the pleasure of Council.

## **2.7 Termination of Committee**

Except for an External Committee, Council has the right to abolish a Committee at any time.

## **2.8 Retention of Applications to Serve on Committees**

Applications from members of the public who are not appointed during the regular appointment process will be kept on file in the office of the Municipal Clerk for a period of three months from the date of submission. If a vacancy occurs on a Committee within three months, the applicants who applied to serve on that Committee and were not appointed will be contacted and asked if they are still interested in serving. Names of those who continue to have an interest to serve on the Committee will be submitted to the Nominating Committee for consideration to fill the

vacancy. At the direction of Nominating Committee, the Clerk's Office may also re-advertise the vacancy in the newspaper.

## 2.9 Report to Council

Council Appointees are responsible to report back to Council, on a quarterly basis, on the business of the Committee or External Committee, as the case may be, and in any event shall report the following as soon as becoming aware of:

- (a) the creation of a sub-committee of the committee;
- (b) the creation or termination of a material contract;
- (c) matters which may have a financial impact on the Municipality;
- (d) matters which may give rise to liability for the Municipality; and
- (e) any material information that may affect the interests of the Municipality.

Where Council has more than one Council Appointee on a Committee or External Committee then the Council Appointees must determine amongst themselves who is responsible to report to Council at the first meeting where the schedule is agreed to.

## 2.10 Agenda

The Agenda of every Committee will be structured as follows:

- 1) Meeting to Order
- 2) Roll Call
- 3) Amendments to Agenda
- 4) Approval of the Agenda
- 5) Business Arising from the Minutes
- 6) Approval of Minutes
- 7) Disclosure of Conflict of Interest Issues
- 8) Business
- 9) Other Business
- 10) Correspondence
- 11) Date of Next Meeting
- 12) Public Comments
- 13) Adjournment

In accordance with requirements for public notice, transparency and disclosure, new substantive items should not be introduced on the Agenda under Other Business.

## 2.11 Public Participation at Committee Meetings

At Committee meetings that are open to the public, once a motion has been introduced, members of the Committee may speak to the motion. Following the members' discussion, the Chair may invite members of the public to share their comments, views, suggestions and opinions. The Committee will then conclude its deliberations and decide on the motion.

## 2.12 Election of Officers

Each Committee will meet as soon as possible after the day of the inaugural meeting of Council and/or in December each subsequent calendar year to appoint a Chair and Vice-Chair from its membership for a term commencing December 1<sup>st</sup> and terminating November 30<sup>th</sup> or until a

successor is appointed. For the purpose of clarity, a member of the Committee who served as Committee Chair or Vice-Chair may be reappointed as Committee Chair or Vice-Chair unless otherwise stipulated in the Terms of Reference of the Committee.

### **2.13 Minute Keeping**

The Chair of each Committee shall be responsible to ensure that minutes are taken of each meeting of the Committee and that a record of the approved minutes is provided to the Municipal Clerk to be posted online on the Municipal website.

## **3 TERM OF APPOINTMENT**

- 3.1 (a) In those instances where the appointments to a Committee are to be staggered over the term of Council, the Committee will establish which members will serve for the staggered term and advise Council accordingly. Council may, by resolution, confirm the term of the appointments as recommended by the Committee.
- (b) Where a Council member is appointed to a committee, the Council member's appointment ceases if and when the person ceases to be a Council member and that former Council member shall not be eligible to apply as a Citizen member for 6 months.
- (c) Terms of office and membership of Council Appointees, Staff Appointees or Citizen Appointees on External Committees must be in accordance with this By-law unless the term of office is established under statute or the terms of an agreement or memorandum of understanding to which the Municipality is a party.
- (d) Where a Committee member resigns before the end of their term of appointment, the chair of the Committee must notify the Municipal Clerk within three days that there is a vacancy on the Committee. The Municipal Clerk shall notify the Nominating Committee and subject to section 3.2, a recommendation shall be brought forward by the Nominating Committee to Council for an appointment to fill the balance of the term at a meeting of Council.

### **3.2 Duration of Citizen Appointments**

- (a) Appointments of a Citizen Appointee to a committee are for a term of two years unless the Terms of Reference indicate otherwise.
- (b) Members of the public will be eligible to serve for a maximum of four consecutive years on the same Committee unless, at the end of the four year period, there are no other applications acceptable to the Nominating Committee, in which case, upon the recommendation of the Nominating Committee, the member is eligible to serve for an additional two years but in no event, shall a member of the public serve for more than six consecutive years on a committee;
- (c) Members of the public are required to take at least one year absence after serving on the same Committee for six years. After a one-year absence, the member of the public is eligible to re-apply to serve on the former Committee. In exceptional circumstances and on the recommendation of the Nominating Committee, a member of the public may, upon application, be appointed beyond six years if there are compelling reasons;

- (d) During the one-year absence from a Committee, a member of the public may apply to serve on a different Committee and subject to 3.2 (g), a member of the public may serve on more than one committee;
- (e) A member of the public who has been appointed to replace a citizen Committee member and is filling a partially completed term will be appointed for the balance of that member's term and subject to section 3.2 (c), upon the expiry of the partial term, the new member is eligible to apply for a re-appointment for a maximum of four consecutive years or, subject to section 3.2 (b), six years;
- (f) Renewed membership on a Committee is not automatic; any member of the public who wishes to serve for an additional term must complete and submit the approved application form for re-appointment.
- (g) No member of the public may serve on more than two committees at the same time.

### **COMMITTEE COMPOSITION**

#### **4 Committees of Council - Schedule 'A'**

- 4.1 The composition and terms of reference for Committees established by the Municipality of the County of Kings are in accordance with Schedule 'A', attached hereto and forming a part of this By-law.
- 4.2 It is the responsibility of the Chair of Committees of Council to report to Council on all matters connected with their duties or referred to them by the Council and to recommend such action as they deem necessary.

#### **5 External Committees - Schedule 'B'**

- 5.1 The External Committees to which Council makes appointments, but are not Committees of Council, are included in Schedule 'B'. These Committees are bound by the rules established by their governing body.

#### **6 Sub-Committees - Schedule 'C'**

- 6.1 The composition and terms of reference for sub-Committees that report to a Committee are in accordance with Schedule 'C', attached hereto and forming part of this By-law.

### **7 EFFECT**

- 7.1 This By-law will come into force and take effect on the date of its passing.

### **History of this By-law**

Enacted November 1, 2016

**Schedule A - Committees of Council**

~~Budget and Finance Committee~~

Asset Management Committee

Audit and Finance Committee

~~Centreville Area Advisory Committee~~

Diversity Kings County Committee

Fire Services Advisory Committee

Greenwood Water Utility Source Water Protection Committee

~~Kingston Area Advisory Committee~~

Lake Monitoring Committee

~~McMaster Mill Historic Park Committee~~

~~New Minas Area Advisory Committee~~

Nominating Committee

Planning Advisory Committee

Police ~~Services~~ Advisory ~~Committee~~Board

~~Port Williams Area Advisory Committee~~

~~Port Williams Source Water Protection Committee~~

~~Race Relations and Anti-Discrimination Committee~~

Regional Sewer Committee

Sandy Court Source Water Protection Committee

**Schedule B - External Boards/Committees**

Annapolis Valley Regional Library Board

Annapolis Valley Trails Coalition Board

Canning Source Water Protection Committee

Fences Arbitration Committee

~~Grand View Manor Board~~

Joint Accessibility Advisory Committee

~~Kentville Joint Fire Services Committee~~

Kentville Source Water Protection Advisory Group

Kentville Water Commission

~~Kings Partnership Steering Committee~~

~~Kings Point-to-Point Board~~

~~Kings Regional Rehabilitation Centre Board~~

Kings Regional Emergency Management Advisory Committee

~~Kings Transit Authority Board~~

Landscape of Grand Pré Inc. Board

New Minas Source Water Protection Committee

Port Williams Source Water Protection Committee

Regional Emergency Management Planning Committee

~~Trans-County Transportation Society (West) Board~~

Valley Community Fibre Network Board

Valley Regional Enterprise Network Liaison & Oversight Committee

Valley Regional Services Board

~~Valley Waste Resource Management Authority Board~~

Western Regional Housing Authority Board

Wolfville Source Water Protection Committee

**Schedule C - Sub-Committees**

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**FROM** Janny Postema, Municipal Clerk

**COUNCIL MEETING DATE** April 7, 2026

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**RECOMMENDATIONS**

a.	Flag Raising & Proclamation Request: Von Week May 17 - 23, 2026	<p><b>That Municipal Council receive for information the VON Week community flag raising notification as provided on April 7, 2026, and that Municipal Council proclaim May 17 - 23, 2026 to be VON Week in the Municipality of the County of Kings.</b></p> <p><b><u>Proclamation attached</u></b></p>
b.	Flag Raising & Proclamation Request: Gaelic Nova Scotia Month May 2026	<p><b>That Municipal Council receive for information the Gaelic Nova Scotia Month community flag raising notification as provided on April 7, 2026, and that Municipal Council proclaim May 2026 to be Gaelic Nova Scotia Month in the Municipality of the County of Kings.</b></p> <p><b><u>Proclamation attached - English</u></b></p> <p><b><u>Proclamation attached - Gaelic</u></b></p>
c.	Flag Raising Request: Philippine Independence Day June 12, 2026	<p><b>That Municipal Council receive for information the Philippine Independence Day community flag raising notification as provided on April 7, 2026.</b></p>



MUNICIPALITY *of the*  
COUNTY *of* KINGS

**PROCLAMATION**

**VON Week**

**May 17 - 23, 2026**

**WHEREAS**, The Victorian Order of Nurses for Canada is a charitable community-based health care organization addressing community health and social needs; and

**WHEREAS**, VON Annapolis Valley nurses, home support workers, community service coordinators and many other staff and volunteers are caring for the lives and well-being of residents of Kings and Annapolis Counties; and VON's nursing, health promotion and support services contribute to the health care system in Nova Scotia, particularly during the COVID-19 pandemic;

**THEREFORE**, be it resolved that I, Mayor Corkum, on behalf of Municipal Council, proclaim May 17 - 23, 2026 "VON Week" in the Municipality of the County of Kings and that Council encourage all residents of the Annapolis Valley to support the VON and the community by sharing positive virtual messages.

Signed this 7<sup>th</sup> day of April 2026,

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Mayor Dave Corkum



MUNICIPALITY *of the*  
COUNTY *of* KINGS

**PROCLAMATION**

**Gaelic Nova Scotia Month**

**May 2026**

**WHEREAS**, 2026 marks the 30<sup>th</sup> anniversary of Gaelic Nova Scotia Month which is a time to embrace, honour, celebrate, and raise awareness of the language, culture, history, contributions, and achievements of Gaels across the province; and

**WHEREAS**, Gaelic language and culture are integral components of the identity of Nova Scotia, and that Gaels represent one of the earliest non-Indigenous cultural groups to settle in Mi'kma'ki; and

**WHEREAS**, new generations of language learners and cultural champions continue to build upon the legacy of Gaelic Nova Scotia's tradition bearers; and

**WHEREAS**, government commits to collaborating with Gaelic communities to support the growth of Gaelic Nova Scotia through opportunities for language acquisition, cultural awareness and capacity building within communities to ensure Gaelic language and culture remain vibrant elements of the living linguistic and cultural landscape of Nova Scotia;

**THEREFORE**, be it resolved that I, Mayor Corkum, on behalf of Municipal Council, do hereby proclaim May 2026 to be "Gaelic Nova Scotia Month" in the Municipality of the County of Kings.

Signed this 7<sup>th</sup> day of April 2026,

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Mayor Dave Corkum



MUNICIPALITY *of the*  
COUNTY *of* KINGS

**PROCLAMATION**

**Mìos nan Gàidheal**

**May 2026**

**SEACH GUN COMHARRAICH 2026** an deicheamh ceann bliadhna air fhichead do Mhìos nan Gàidheal, a tha 'na àm gus cànan, cultur, eachdraidh is àrd-ghnìomhan nan Gàidheal thar na mór-roinneadh is na chuir iad rithe, a dhlùth-ghabhail, onorachadh is a ghléidheadh; agus

**SEACH GU BHEIL** canàn is cultur nan Gàidheal 'nan pàirt bhunaiteach do dh'fhéin-aithne na h-Albann Nuaidhe is iad, na Gàidheil té dhe na buidhnean culturail neo-thùsanach na bu tràithe a thuinich ann an tìr nam Mìogmac; agus

**SEACH GU BHEIL** ginealaich ùra do luchd-ionnsachaidh a' chànan, agus suinn chulturail, a' cumail orra is iad a' leantainn gu dlùth ri dìleab seanchaidhean na h-Albann Nuaidhe; agus

**SEACH GU BHEIL** an riaghaltas an geall air a bhith a' co-obrachadh le coimhearsnachdan Gàidhealach gus taic a thoirt do leasachadh nan Gàidheal ann an Albainn Nuaidh thro chothroman gus cànan, mothachadh culturail, agus comas 's na coimhearsnachd a' thogail, a' dèanadh cinnteach gum mair cànan agus cultur nan Gàidheal 'nan pàirt bheartach do 'n léirsinn cànanach is culturail a tha beò ann an Albainn Nuaidh;

**MAR SIN** Tha mise, \_\_\_\_\_, \_\_\_\_\_ na \_\_\_\_\_,  
a' gairm a' Chéitein 2026, 'na mhìos dha na Gàidheil ann an Cathrachd

\_\_\_\_\_.

Signed this 7<sup>th</sup> day of April 2026,

\_\_\_\_\_  
Mayor David Corkum



**Municipality of the County of Kings  
District Activity Funds**

<b>Policy Category</b>	Finance	<b>Most Recent Amendment</b>	N/A
<b>First Council Approval</b>	January 6, 2026	<b>Future Review Date</b>	January 2027

**1. Purpose**

To provide Members of Council with a mechanism to support Non-Profit Organizations as defined within this policy.

**2. Scope**

This Policy applies to all Members of Council and governs the allocation and administration of the District Activity Fund to eligible Non-Profit Organizations.

**3. Definitions**

3.1. **District:** means the municipal electoral / polling districts as approved by the Nova Scotia Regulatory and Appeals Board in which a Member of Council is elected; for the Mayor, this includes the entirety of the Municipality.

3.2. **Member of Council:** means an elected Councillor or the Mayor of the Municipality of the County of Kings.

3.3. **Non-Profit Organization(s):** means an organization that is one of the following:

3.3.1. A non-profit club, association or organization registered and in good standing with the Nova Scotia Registry of Joint Stock Companies;

3.3.2. A 'registered charity' under the *Income Tax Act*; or;

3.3.3. An unregistered athletic, educational, environmental, cultural, community, recreational, sporting, or social organization able to provide documentation demonstrating non-profit status, including proof of a bank account in its name, a listing of signing officers, and evidence of operations as a non-profit entity.

3.4. **Eligible Organization(s):** means an organization that meets one of the Non-Profit Organization criteria and is located within or provides a direct benefit to the District.

**4. Policy Statements**

**Establishment of a District Activity Fund**

4.1. This Policy establishes a District Activity Fund.

4.2. The District Activity Fund is intended to assist community-based Non-Profit Organizations with local initiatives.

- 4.3. The budget for the District Activity Fund shall be established annually as part of the Municipal budget process.
- 4.4. The total budget of the District Activity Fund shall be divided equally among all Members of Council with an annual amount not to exceed \$1,000 per Member of Council per fiscal year.
- 4.5. The District Activity Fund provides the financial means for Members of Council to support Eligible Organizations up to a maximum of \$250 per fiscal year.
- 4.6. Funds may only be awarded within the fiscal year in which they are budgeted and may not be carried forward to future fiscal years.
- 4.7. The total allocation provided to each Councillor is fixed on a fiscal year basis. Once a Councillor's annual allocation has been fully expended, no additional funds shall be provided.

**Application**

- 4.8. Eligible Organizations seeking funding assistance for a local initiative must first contact their Member of Council to discuss the request.
  - 4.8.1. The Member of Council determines whether to support the request and the amount of funding to allocate up to the maximum allowable through this policy.
  - 4.8.2. Members of Council may allocate funds of up to \$250 per fiscal year to an Eligible Organization, pending the completion of a District Activity Fund Application Form including a signed attestation by both the applicant organization and allocating Member of Council.
  - 4.8.3. The Member of Council submits the completed District Activity Fund Application Form to the Chief Administrator Officer or designate for processing.

**Grant Distribution**

- 4.9. The maximum amount that may be awarded through this fund to an Eligible Organization in a fiscal year is two hundred fifty dollars (\$250).
  - 4.9.1. Eligible Organizations that have received funding for the same specific local initiative through any other Municipal grant program in the same fiscal year are ineligible under this Policy.
  - 4.9.2. Eligible Organizations receiving funding through this program may still apply to Community Grant programs or other funds offered by the Municipality in the same year provided it is for a different project, event, or initiative.
- 4.10. Members of Council may only allocate funds to local initiatives that are located within, or provide a direct benefit to, their District.
- 4.11. Awards will be disbursed in full once the District Activity Fund Application Form and related attestation have been processed.

4.12. Should the awarded funds no longer be needed for the purpose outlined in the application, the recipient organization must notify the awarding Member of Council to discuss an alternate eligible use, or to arrange the return of the funds.

4.12.1. Any returned funds will be credited back to the total allocation available to the respective Member of Council for use within the same fiscal year.

**Accountability**

4.13. A listing of all organizations funded through this program will be published annually on the Municipality’s website.

4.14. Recipients are required to acknowledge the Municipality’s contributions.

4.15. Local initiatives funded by this program may be highlighted in Municipal reports, newsletters, or online platforms to showcase the program and the support provided to the Districts.

**Compliance**

4.16. Access to District Activity Funds shall be suspended for any Members of Council offering as a candidate in a municipal, provincial or federal election as follows:

4.16.1. **Municipal election:** from the date nomination papers are filed until the Councillor is sworn into office;

4.16.2. **Provincial election (including by-election):** from the date the writ is issued until the return on the writ is completed;

4.16.3. **Federal election (general or by-election):** from the date the writ is issued until the return on the writ is completed.

4.17. This Policy does not authorize Members of Council to:

4.17.1. Commit the Municipality to fund any future costs of the initiative supported through the District Activity Fund;

4.17.2. Undertake any administrative function that is the responsibility of Municipal staff;

4.17.3. Benefit personally from District Activity Fund allocations; or

4.17.4. Contravene any applicable legislation or policy, including but not limited to the *Municipal Government Act* and Council’s Code of Conduct.

**5. Responsibilities**

5.1 Council will:

5.1.1 ensure there is a current comprehensive and transparent policy for the District Activity Fund; and

5.1.2 consider an annual budget for the District Activity Fund.

5.2 The Chief Administrative Officer or their designate will:

5.2.1 develop procedures to support the timely and transparent administration of this Policy, that without limitation may involve forms, application requirements, accounting and reporting requirements;

- 5.2.2 implement this Policy; and
- 5.2.2 identify and recommend revisions to this Policy as required.

**6. Amendments**

Date	Amendments
<u>Date TBD</u>	<u>Policy number updated.</u>

# Committee Recommendations

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<b>COMMITTEE</b>	Audit & Finance Committee
<b>COMMITTEE MEETING DATE</b>	<a href="#">February 26, 2026</a>
<b>COUNCIL MEETING DATE</b>	April 7, 2026

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## RECOMMENDATIONS

a.	Q4 Capital Accountability Report Fiscal 2024/2025	<b>That Municipal Council accept the <a href="#">Capital Accountability Report for period ended March 31, 2025</a> as an information item.</b>
b.	Q3 Capital Accountability Report Fiscal 2025/2026	<b>That Municipal Council accept the <a href="#">Capital Accountability Report for period ended December 31, 2025</a> as an information item.</b>
c.	Q3 General Operating Accountability Report Fiscal 2025/2026	<b>That Municipal Council accept the <a href="#">General Operating Accountability Report for period ended December 31, 2025</a> as an information item.</b>

# Committee Recommendations

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**COMMITTEE** Committee of the Whole  
**COMMITTEE MEETING DATE** [March 17, 2026](#)  
**COUNCIL MEETING DATE** April 7, 2026

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**RECOMMENDATIONS**

a.	<b>County of Kings Fly Fishing Streamer</b>	<b>That Municipal Council approve the fly fishing streamer to become the official fly of the Municipality of the County Kings and hang it in the main entrance of the Municipal building for all residents to enjoy.</b>
b.	<b>Antigonish Coalition to End Poverty</b>	<b>That Municipal Council direct the Mayor to send a letter to the Municipality of the County of Antigonish in support of the Antigonish Coalition to End Poverty.</b>

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<b>TO</b>	Municipal Council
<b>FROM</b>	Mayor Corkum
<b>CONFERENCE</b>	Divert NS Circular Economy Summit
<b>CONFERENCE DATE</b>	March 19, 2026
<b>COUNCIL MEETING DATE</b>	April 7, 2025

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On March 19, 2026 I attended the Divert NS Circular Economy Summit. The Summit provided valuable insights and reinforced the importance of continued efforts toward waste reduction and sustainability. Several key points stood out:

- Approximately 73% of waste in Canada ends up in landfills. There is significant opportunity to improve our diversion efforts.
- An estimated 150 species become extinct every day, in part due to climate change. This highlights the urgency of taking meaningful action.
- When making purchasing decisions, we should consider the full lifecycle of products, asking questions such as whether items can be recycled or reused.
- There may be value in developing clear signage or public messaging to promote waste reduction.

**RE** Duce  
Use  
Cycle

As Martin Luther King Jr. once said, *“You don’t have to see the whole staircase, just take the first step”*. It serves as a reminder that progress often begins with small, practical actions.

I recognize that some may view conferences and summits as an unnecessary expense. However, these gatherings are valuable opportunities for learning, sharing best practices, and gaining new perspectives, unless, of course, we feel there is nothing left to learn.

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<b>TO</b>	Municipal Council
<b>FROM</b>	Councillor Allen
<b>COMMITTEE</b>	Wolfville Source Water Protection Advisory Committee
<b>COMMITTEE MEETING DATE</b>	March 11, 2026
<b>COUNCIL MEETING DATE</b>	April 7, 2026

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The Wolfville Source Water Protection Advisory Committee met to review the Draft Wolfville Water Utility Conservation Bylaw.

The next meeting date is June 10, 2026 at 2:30 p.m.

Respectfully submitted,

Peter Allen

**Committee of Council Reports - April 7, 2026**

<b>Board/Committee</b>	<b>Chair/Reporting Councillor/ Members</b>	<b>Last/Next Meeting</b>	<b>Report</b>
Asset Management Committee	Peter Allen, Doug Gates, Tim Harding	October 7, 2025 Next: April 9, 2026	
Audit & Finance Committee	Dave Corkum, Everett MacPherson (Chair), Doug Gates, Emily Lutz	February 26, 2026 Next: TBD	Written report provided March 3, 2026
Diversity Kings County	Everett MacPherson, Christina Sappington	March 2, 2026 Next: April 8, 2026	Written report provided March 17, 2026
Fences Arbitration Committee	Bob Best Alternate: Tim Harding	No meetings	
Fire Services Advisory Committee	Peter Allen, Robbie Hiltz, Riley Peckford	September 18, 2025 Next: November 24, 2025, February 12, June 18, 2026	Written report provided November 3, 2025
Greenwood Water Utility Source Water Protection Committee	Riley Peckford	September 11, 2025 Next: TBD	Written report provided October 7, 2025
Joint Accessibility Advisory Committee	Bob Best	September 10, 2025 Next: December 10, 2025, March 11, June 10, 2026	Written report provided October 7, 2025
Lake Monitoring Committee	Emily Lutz Alternate: Tim Harding	No recent meetings	
Nominating Committee	Dave Corkum (Chair), Peter Allen, Everett MacPherson, Riley Peckford	November 14, 2025 Next: TBD	Recommendations provided December 2, 2025
Planning Advisory Committee	Emily Lutz, Riley Peckford, Doug Gates, Everett MacPherson	March 10, 2026 Next: April 14, 2026	Recommendations provided April 7, 2026
Police Advisory Board	Bob Best, Robbie Hiltz, Christina Sappington	February 18, 2026 Next: May 20, 2026	Written report provided March 3, 2026
Regional Sewer Committee	Tim Harding Alternate: Everett MacPherson	January 15, 2026 Next: March 12, June 11, 2026	Verbal report provided February 3, 2026
Sandy Court Source Water Protection Committee	Tim Harding	Next: TBD	Written report provided March 18, 2025

### External Board and Committee Reports - April 7, 2026

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

# TOWN OF DIGBY

PO BOX 579 DIGBY NOVA SCOTIA B0V 1A0

March 17, 2026

**Dear Premier Houston,**

**Re: Letter of Support for Antigonish Coalition to End Poverty**

On behalf of the Town of Digby, I am writing to express our support for the concerns raised by the Antigonish Coalition to End Poverty (ACEP) regarding the need to increase social assistance and disability support rates in Nova Scotia.

We are increasingly aware of the growing pressures facing residents, as the costs of housing, food, energy, and other essential needs continue to rise. Many individuals and families in our communities rely on social assistance and disability benefits to meet their basic daily needs.

While we acknowledge the announced 1.6% increase to social assistance and disability rates for 2026, Council shares the concern that this adjustment does not keep pace with inflation or the rising cost of living. Without more substantial increases, many individuals and families will continue to experience significant financial hardship.

The Town of Digby supports ACEP's call for a meaningful increase to social assistance and disability support rates, with the goal of ensuring that Nova Scotians are able to meet their basic needs and live with dignity. Addressing poverty strengthens not only individuals and families, but also the overall health and resilience of our communities.

We respectfully encourage your government to carefully consider these concerns and to engage in further discussion with community partners, including ACEP, to identify solutions that better support vulnerable Nova Scotians.

Sincerely,



Mayor Mike Bartlett  
Town of Digby

Cc: MLA Jill Balsler, all Nova Scotia Municipalities



**White Rock Community Association.**

1542 White Rock Rd, White Rock, NS. B4P 2R1

Hall rental & general information: 902-542-7410

Mar 27, 2026

Councillors and Staff  
181 Coldbrook Village Park Dr.  
Coldbrook, NS B4R 1B9

**YOU ARE INVITED**

40th Anniversary of the opening of White Rock Community Hall

April 18, 2026 - 6pm to 8pm

@ 1542 White Rock Rd, White Rock, NS

If you would like to deliver a few brief remarks during the evening that would be appreciated. Our expectation, currently, is that remarks will be delivered throughout the evening (6:30, 7:00, 7:30) so if you have a preferred time, please let us know.

According to a 1986 newspaper article, it took 6 years to build the White Rock hall. Recent renovations and upgrades have taken a similar amount of time, all while the hall itself continues to be home to a significant number of community activities and gatherings. Worth celebrating. We hope you can join us.

Please RSVP to [whiterockhallns@outlook.com](mailto:whiterockhallns@outlook.com)

*Joel Sheffield*

Joel Sheffield  
President  
White Rock Community Association

White Rock Community Association (WRCA) envisions a community in which individuals and families take the initiative to fulfill their potential and create a community centre for the benefit of all.

CRA# 888136843 RR0001