



Committee of the Whole

February 4, 2025

8:30 a.m.

Council Chambers, Town Hall

359 Main Street

Agenda

Call to Order and Land Acknowledgement

1. Approval of Agenda

2. Declarations of Conflicts of Interest

3. Approval of Minutes

- a. Committee of the Whole Minutes, January 14, 2025
- b. Committee of the Whole In Camera Minutes, January 14, 2025
- c. Special Budget Committee of the Whole Minutes, January 21, 2025

4. Presentations

- a. Nick Sharpe, Acadia Events Funding Update
- b. Emily Boucher, Valley REN - Sector Development Updates
- c. Leanne Jennings, Open Arms

5. Staff Reports for Discussion

- a. RFD 003-2025: Aerial Fire Truck
- b. Presentation of Draft Accessibility Plan
- c. Review of Draft Operations Plan



6. Public Comment

PLEASE NOTE:

- *Individual members of the public may have up to five (5) minutes to make comments or provide feedback.*
- *The same person may return for up to 5 minutes at the end of the agenda to provide Council with any new information after hearing the reports, which may help Council in their decision-making.*
- *All comments are to be directed to the Chair.*
- *Comments and questions that relate to personnel, current or potential litigation issues, or planning issues for which a public hearing has already occurred, but no decision has been made by Council, will not be answered.*

7. CAO Report

8. Committee Reports (Internal)

- a. Equity & Anti-Racism Advisory Committee
- b. Planning Advisory Committee

9. Committee Reports (External)

- a. Annapolis Valley Trails Coalition (AVTC)
- b. Inter-Municipal Services Agreement for Valley Waste & Kings Transit (IMSA for VW & KTA)
- c. Kings Point-to-Point (KPPT)
- d. Kings Regional Emergency Management Advisory Committee (REMAC)
- e. Valley Community Fibre Network (VCFN)
- f. Wolfville Business Development Corporation (WBDC)



10. **Public Input / Question Period**
11. **Adjournment to In-Camera Meeting under *section 22(2)(e) Of the Municipal Government Act.***
 - a. Contract Negotiations
12. **Adjournment of In-Camera Meeting**
13. **Regular Meeting Reconvened**
14. **Regular Meeting Adjourned**

REQUEST FOR DECISION 003-2025

Title: Wolfville Fire – Aerial Fire Truck

Date: 2025-03-03

Department: Wolfville Fire Department



SUMMARY

Aerial Fire Truck Replacement

The council had initially approved a budget of \$2 million to replace the aging 2001 Tower 41 Aerial Fire Truck as part of the capital replacement plan. However, due to significant market fluctuations—driven by rising material and labor costs, supply chain disruptions, and currency devaluation—the cost of acquiring a new aerial fire truck has increased substantially. The current estimated cost for the replacement truck is now \$3.3 million, requiring an additional \$1.3 million to fulfill the updated budget. This increase reflects ongoing price escalation and the need to secure a truck that meets modern safety, regulatory, and operational standards.

DRAFT MOTION:

That Council approve an increase in the capital budget from \$2 million to \$3.3 million for the replacement of the 2001 Tower 41 aerial fire truck.

That Council direct staff to proceed with the development of a tender, in accordance with the Town's Procurement Policy 140-001, to solicit bids from qualified vendors for the purchase of the new Aerial Fire Truck.

REQUEST FOR DECISION 003-2025

Title: Wolfville Fire – Aerial Fire Truck

Date: 2025-03-03

Department: Wolfville Fire Department



1) CAO COMMENTS

The CAO supports the recommendations of the Wolfville Fire Department. The aerial fire truck is an essential piece of equipment for the Town's current and future fire protection service. There is no indication that either price or delivery timeframes will improve soon. The benefits of purchasing a new apparatus outweigh the anticipated savings offered by one of the other options over the long-term.

2) LEGISLATIVE AUTHORITY

- Fire Services Agreement, 2005
- MGA

3) STAFF RECOMMENDATION

Staff recommend that the council approve the recommendation of the Wolfville Fire Department and provide an additional \$1.3 million to replace the 2001 Tower 41 Aerial Fire Truck.

4) REFERENCES AND ATTACHMENTS

1. Procurement Policy 140-001

5) DISCUSSION

Why is replacement necessary?

Aging equipment

The 2001 Tower 41 Aerial Fire Truck is approaching the end of its life span (25 years).

Need for compliance with modern safety and emission standards

National Fire Protection Association (NFPA) 1900, 2024 edition; Underwriters Laboratories of Canada (ULC); 2027 Environmental Protection Agency (EPA) compliant.

Why the increase in capital budget?

Market price escalation: Demand exceeds supply in North America. Rapidly escalating material and labour costs, estimated to be up +30%. The 2018 price review in 10 yr capital plan was \$2m, reviewed in April 2024 and revised to \$3m, reviewed Jan 2025 and now \$3.3m.

Currency devaluation: All aerial apparatus are manufactured in U.S., Canadian dollar value has decreased versus USD

Enhanced features for safety and efficiency: Revised to *Quint* (shorthand for five functions that this truck provides: pump, water tank, fire hose, aerial device, and ground ladders) with 600-gallon water capacity.

REQUEST FOR DECISION 003-2025

Title: Wolfville Fire – Aerial Fire Truck

Date: 2025-03-03

Department: Wolfville Fire Department



What are the Key Benefits of the new truck?

Enhanced response capabilities

Allows for a faster set up in a smaller footprint, with ability to be placed in tighter or more constrained spaces.

Offers greater lateral stability, especially when the aerial ladder is extended to extreme heights or loads, reducing the risk of tipping.

More effective on uneven or sloped terrain, allows for better leveling.

Operational & Environmental Efficiency

Lower maintenance and repair expenses over the vehicle's lifespan; less down time.

Improved fuel efficiency, lower emissions.

The accompanying aluminum ladder is lighter weight, more durable, less prone to corrosion current steel ladder.

Advanced stabilization systems, improved hydraulics, improved braking and enhanced operator controls allows for greater safety.

There is also improved visibility and lighting.

Supports Town growth and development

There were approximately 250 calls for service in 2024; 271 in 2023. IT is anticipated that call demand will increase due to growth in Town and surrounding areas. Preparedness for increase in multi-level, multi-unit dwellings is necessary.

Meets Current and Future Standards

A new truck will ensure compliance with regulations, preventing the need for costly retrofits or upgrades that would be necessary to bring an older truck up to various codes.

Enhanced Public Safety

A modern, reliable fire truck will help ensure that emergency responses are quicker and more effective, which can directly impact the safety and well-being of the public. A new truck with updated equipment, systems and improved maneuverability can provide faster, more effective firefighting operations.

Public Confidence

Operating a fleet of modern fire trucks signals to the community that their safety is a priority and that the fire department is equipped with the best available tools to protect them.

Why a New Truck versus Used?

In addition to the above benefits, buying new is better for the long term for the following reasons:

Built to our specific needs and preparing for growing Wolfville demands

With very few used ladders available in North America, it will compromise key needs for our desired operation and safety (i.e. reach, set-up configuration, safety features/compliance, etc.). As a *Quint* it allows capacity for this apparatus to be a front run truck and optimize usage.

REQUEST FOR DECISION 003-2025

Title: Wolfville Fire – Aerial Fire Truck
Date: 2025-03-03
Department: Wolfville Fire Department



Reliability

An older used truck is more likely to experience mechanical issues due to wear and tear, which can be costly and increase the risk of a truck being out of service when needed. A new truck provides peace of mind, knowing that it's less likely to encounter major issues and avoids refurbishment costs.

Warranty and extended service life

The new ladder has a lifetime warranty and would require minimal maintenance costs for the first 15 years. With no previous fire service, we maximize the life of the truck to potentially 30 years after one refurbishment.

Ready for Future Standards

Investing in a new truck ensures that the vehicle will meet future safety, emission, and performance standards without needing costly upgrades or retrofitting to meet evolving codes.

Conclusion:

Replacing the aging 2001 Tower 41 aerial truck is essential for maintaining operational readiness, safety, and compliance with evolving regulations. The current truck is nearing the end of its service life, with rising maintenance costs and an inability to meet new standards such as NFPA 1900 (2024), ULC, and the 2027 EPA requirements.

Given the sharp rise in material, labour, and currency costs, along with supply chain challenges, replacement now is more cost-effective for the long run. The updated price reflects current market conditions, but the investment will enhance response capabilities, improve safety, and boost operational efficiency. The new truck, featuring a lighter aluminum ladder, advanced stabilization systems, and better fuel and emissions efficiency, will lower maintenance costs, reduce downtime, and support the growing demand for fire services in our growing Town & service area. This replacement underscores the Town's commitment to public safety, ensuring the Fire Department is equipped to meet both current and future needs.

6) FINANCIAL IMPLICATIONS

It is planned to utilize 100% of the Capital Reserve for fire equipment at time of purchase for the new aerial fire truck. It is forecasted that the Capital Reserve for fire equipment will have a balance of approximately \$2 million in the planned purchase year 2028-29. If approved, an additional \$1.3 million will need to be funded through long-term debt. Any resale value of the 2001 ladder truck shall aid in offsetting the long-term debt requirement.

REQUEST FOR DECISION 003-2025

Title: Wolfville Fire – Aerial Fire Truck

Date: 2025-03-03

Department: Wolfville Fire Department



7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

- Part of the Municipal Planning Strategy MPS Strategy, part 7.7, 'Police, Fire Protection, and Regional Emergency Management' that it shall be the policy of council:
 1. To continue to support effective police, fire, and emergency services for the Town.
- Climate – reducing carbon emissions by meeting 2027 EPA standards
- Future Developments – proactive response to the housing increases, types of developments and changing needs of the community

8) COMMUNICATION REQUIREMENTS

None required at this time.

9) ALTERNATIVES

A. Refurbish the current 2001 Tower 41 Aerial Fire Truck

This option could only be done by the manufacturer in the U.S. (Pierce) and would be exceptionally costly and time consuming as it is a steel ladder with limited parts availability. The truck would have to be transported to the U.S. and would be out of service for an undetermined amount of time. As demand for new trucks exceeds supply in the market this would not be a priority project for the manufacturer.

B. Procure a used ladder truck

Supply at North America's largest used dealer (based in U.S.) is very limited for our needs and thus prices are also up. Current estimates are around \$1.8 million Canadian, and most trucks are more than 10+ years old. Prior to being put into service it would need to be refurbished to meet our standards which could be another \$400,000-\$600,000 depending on needs to make it compliant.

C. Lease vs. Buying

There are currently no leasing options in Canada that we are aware of. We reached out to the main dealers for the manufacturers who said this option is not available.

D. Delay the purchase.

Risks include further increased costs and potential operational failures.

If the order is placed this year, we have been advised that manufacturing lead times are 3 to 3.5 years from order approval to delivery receipt. This will put our current apparatus further outside of the NFPA standard due to long manufacturing and supply timing.

CAO REPORT

February 4, 2025

Office of the CAO



Economic Prosperity * Social Equity * Climate Action * Community Wellness

Compliance, bylaw and community safety update

In anticipation of unsanctioned events (St. Patrick's Day and "Cheaton Cup") in March, staff are having preliminary conversations with the RCMP and Acadia. Operational plans are in the works, and messaging will be shared with community members, and partners, including landlords.

Staff continue to be made aware of vulnerable persons in the Wolfville community. To ensure these people receive additional supports as soon as possible, staff are working to develop a triage system to ensure that no one slips between the cracks. Staff will be working with community partners to review this process and to build awareness. Any person that staff becomes aware of, that needs access to resources, will have staff supporting their navigation through the Town's partners who provide direct care and service.

Despite ongoing reminders about winter parking regulations, vehicles continue to be left parked roadside, impeding winter maintenance operations. Notable areas with repeat violations include Marsh Hawk Dr, Prospect Street, Westwood Ave, Linden Ave, Hillside Ave, Fundy Dr. Enforcement efforts are ongoing with warnings, notifications, and tickets issued.

There are currently 7 active case files: 1 Sewer Discharge Bylaw, 2 Dog Bylaw, 2 Property Minimum Standards, 2 Internal Files (staff-reported concerns: parking issues and objects on private property impacting winter maintenance).

Finance & Corporate Services

Staff are working on the 2025/26 budget. The next Special Committee of the Whole is scheduled for February 11, 2025, where a detailed draft operating and capital budget package will be presented to Council.

Staff and Council have discussed and are identifying operational and capital priorities required for new fiscal year 2025-26. The budget process shall continue through February and March, with additional versions presented and reviewed with Council, until desired programs and services and accompanying cost have identified, and a balanced budget is achieved.

Quarter Three (Q3) interim financial results and variances are to be presented and reviewed at the Audit Committee meeting scheduled for Friday, January 31. Grant Thornton has been appointed year-end auditors for the fiscal year 2024-25; staff have begun working with them to schedule both interim and year-end onsite audit and summary requirements listing.

Interim IMSA

A CAOs Committee has been established to support the Interim IMSA Board (Kings Transit and Valley Waste Resource Management). This committee has been meeting regularly to work with the consultants retained to provide the Board with advice on governance, operational structure / membership, and

CAO REPORT

February 4, 2025

Office of the CAO



Economic Prosperity * Social Equity * Climate Action * Community Wellness

funding models. Work continues on this file to support Board and Council decisions anticipated in March / April.

Review of Library Services

The AVRIL has retained Davis Pier Consulting to conduct a review of library services. As part of this review, CAOs from each of the municipal partners provided input from a municipal perspective via a virtual focus group discussion. This input will be compiled with the larger ongoing consultation.

Geographic Information Services

Onboarding and training of new engineering and public works staff is underway, and the Senior Operations Manager and Project Manager have been granted access to the Wolfville GIS system with additional training and support to continue.

A joint working group has been established with Engineering and Public Works to explore the integration of GIS and mobile forms to enhance management processes and improve tracking of field operations. The initial project focuses on digitizing the vehicle inspection process, aiming to minimize paper-based documentation and enhance tracking efficiency.

Continuous quality control and assurance is ongoing to ensure the accuracy and reliability of the Town of Wolfville's engineered asset management data through rigorous quality control and assurance processes. This is in preparation of acquiring toolsets in the future that will help manage asset lifecycle, work order tracking, GIS-centric workflows and predictive maintenance, which will support our capital planning processes.

Community development and recreation

Winter Programs are running and full. Programs offered during the winter include:

- 8 Week Uke
- 6 Week dance
- 8 Week Tai Chi
- 8 Week Learn to Paint art class
- Afterschool Program Mon-Fri at Rec Centre
- Older Adult fitness every Wednesday and Friday

Other shorter-term afterschool programs (e.g. yoga, guitar) in partnership with Wolfville School are now in the planning phase.

For Heritage Day, on Monday, February 17, an event will be offered at Wolfville Legion that includes heritage-themed activities for kids and adults (trivia, art), food, music. This is being offered in partnership with the Wolfville Historical Society.



Economic Prosperity * Social Equity * Climate Action * Community Wellness

The grants to organizations intake process has now started:

- Community Partnership Program (CPP) – up to \$2000 for community groups/organizations that offer programs or events in Wolfville. Applications accepted until February 15.
- Strategic Partnership Program (SPP) – 4-year term agreements up for review/renewal. Requests for expressions of interest in renewal from current partners have been sent, call for expressions of interest from potential new partners has gone out via website and social media. Opportunities to present to Council for existing/prospective partners likely in Feb/March.
- Capital asks – “One-time” requests for funding will be brought to Council via a Request for Decision. Staff are currently working on at least one of these asks.
- All Grants to Organizations programs will come to Council during budget process.

Planning and development

Planning staff attended the Nova Scotia Non-Profit Housing Association’s Cross-Sector Housing Summit and the Non-Profit and Co-operative Housing Day event in Halifax to network with housing providers and policy makers across various sectors and learn of new challenges and opportunities faced by the sector and how the Town can support the non-market housing sector.

Housing Accelerator Fund (HAF)

Staff are spending significant time on moving forward with Housing Accelerator Initiatives – including scoping work and having kick-off meetings with consultants and holding a Planning Advisory Committee orientation and workshop.

HAF progress includes:

- Working with consultants on rail lands and development forms.
- Working with consultants on the downtown and commercial zoning options.
- Working with consultants on the neighborhood zoning scenarios and generating related statistics.
- Working with consultants on showing development potential for non-market housing on town owned lands as part of non-market housing strategy.

Work continues with Atlantex (signage provider) on finalizing wayfinding for our trails and parks. An accessibility review was a large part of this work. Most trail signage has not been updated in many years (1990s). Some samples are forthcoming. Other wayfinding work (e.g. downtown, other parks, etc.) will continue over multiple years. A project charter is coming to Council to provide more detail on this work.

Work continues on the multi-use path on top of the Bishop Beckwith and Grand Pré dyke walls that could be built when the province is upgrading these dykes. This work is also tied to ensuring the

CAO REPORT

February 4, 2025

Office of the CAO



Economic Prosperity * Social Equity * Climate Action * Community Wellness

elevations of waterfront park and the rail line along Wolfville Harbour match the elevations of the dyke walls being built up to the east and west of the Harbour.

The expansion of the Grocery store approval is pending and should be issued soon – via site plan approval. Demolition permits expected and removal of buildings may begin soon.

A Multi unit proposal on Maple Ave - Site Plan application is pending (initial excavation has begun).

Additional development files include:

- Pending Municipal Heritage property application
- Working with landowners on possible land exchanges around the wastewater treatment plant and multiple locations around Dykeland Street
- Working with new owners of Victoria's Historic Inn on permitting – now called **Bay and Barrel B&B**

Fire inspection

Staff continue to work through deficiencies from ongoing Fire Inspections with property owners, including Acadia University.

Our Fire Inspector is taking on the role of Secretary for the Fire Inspectors Association of Nova Scotia (FIANS) Board.

Human Resources

Employment opportunities with the Town have recently been posted, including:

- In-House Custodian (SEIU Position), closing on February 7 at 4pm
- RCMP Detachment Position, closing February 14 at 4pm.

Upcoming events:

- Feb.17 – Heritage Day
- Feb. 24 – African Heritage celebration at Soups and Sides

COMMITTEE UPDATE

Title: Equity & Anti-Racism ADVISORY COMMITTEE

Date: January 13th, 2025

Department: Committee of the Whole



EQUITY & ANTI-RACISM ADVISORY COMMITTEE

- The first meeting of the Equity & Anti-Racism Committee met in Council Chambers on Monday January 13th.
- All committee members were in attendance, as well joining in the gallery were Deputy Mayor Jennifer Ingham and CAO Glenn Horne.
- Meeting was called to order; a more detailed Land Acknowledgement (different from Council meetings) was read and Agenda Approved.
- Code of Conduct was circulated to committee members, and they were advised if they had questions regarding the document to pass those through Laura.
- Chair comments were brief and focussed on how excited we are to get started and bring this work forward to Council. Kudos to the Accessibility Advisory Committee for their work and dedication to Equity Plans, and then we circled the room for introductions. The committee is wonderfully diverse and bring lots of lived and learned experience to the table.
- Communications and Strategic Initiatives Manager Barb Shaw presented to the committee giving an overview of the how's and why's of the committee and the work we'll be doing.
- Barb explained the extremely tight timeframe for the Equity & Anti-Racism plan and the work to be done by the committee, as well as the expectations of the members.
- We discussed many of the policies we think will be part of the plan and how that work unfolds within the committee.
- Great discussions about how this is a Town of Wolfville plan, and we will incorporate aspects of Acadia but through possible shared staff resources, not a direct Acadia plan.
- Discussions were had about past plans and initiatives of Council and the Town, and how all our committees, agendas, etc. are looked at through an EDI lens.
- Roundtable discussion added some good feedback about the draft plan and items that might need to be looked at and added (Truth and Reconciliation Items for Municipalities)
- The atmosphere was very positive, and there was a great understanding of how the work will be uncomfortable, not glamorous, and difficult in many ways but we're up for the challenge.
- Next Meeting Scheduled for Monday February 3rd, 430, Council Chambers

Respectfully submitted,
Councillor Mike Butler (He/Him)

COMMITTEE UPDATE

Title: Planning Advisory
Date: January 2025
Department: Planning



UPDATE

The committee met for the first time with it's new membership.

Everyone introduced themselves and there was a discussion on meeting times. This will come back to the next meeting and then put out in the calendar moving forward.

Councillor Van Niekerk was named co-chair of the committee. Thanks to her for taking on this role!

Director Lake gave a presentation on the Housing Accelerator Fund – this was previously presented to Council, and a good overview for the members of the committee to all have the same information starting out.

The committee then did a workshop where we divided into 2 groups, and looked at various maps, styles of houses, apartments, buildings and commercial spaces. It was a great discussion and familiarization of zones, maps etc. No formal discussion and no decisions, but a great way to get acquainted with the information and each other.

Respectfully Submitted,

Mayor Jodi MacKay

COMMITTEE UPDATE

Title: Annapolis Valley Trails Committee

Date: February 4, 2025

Department: Committee of the Whole



This update is based on attendance by Cllrs. Kelly van Niekerk and Howard Williams at the Annapolis Valley Trails Coalition meeting in the Kings County building in Kentville, 9th January 2025.

A quorum was present; an Agenda agreed to.

After introductions, the first item on the agenda was election of coalition officers. However, nobody put their name forward for any of the positions for reasons that relate to the text that follows, so this agenda item was passed over. The coalition is in an unenviable state regarding funding from the province and availability of fresh human resources to do the work. The coalition recommends that the municipalities through which the trail passes talk about the future of this significant and successful recreational corridor.

The second and final items on the agenda were discussed at length, mainly including a plan for facilitated visioning and discussion on the coalition's direction. The provincial delegate to the coalition, Anna Sherwood, offered to provide facilitation services where potential options for the employment of a trail coordinator and funding for trail maintenance should be discussed, with input from senior municipal staff. Briefing notes illustrating the current state of affairs and proposed options, will be sent out to the CAOs of each municipality in due course, along with invitations to the facilitation session, likely to be held in Kings County offices. It is hoped that this half-day to day process will clarify how the trail coalition can morph into an effective organisation, fully funded locally by each municipality responsible for their respective trail portions, while the current provincial funding is reduced.

It may be worthwhile for the Town of Wolfville to discuss these options internally (e.g.: Parks & Recreation, Public Works, Finance) prior to the facilitated session.

Cllr. Howard Williams

Respectfully submitted 11th January 2025.

COMMITTEE UPDATE

Title: IMSA
Date: January 2025
Department: General Administration



UPDATE

The committee met at Valley Waste office.

Minutes are attached that give a great summation of the information provided and discussed.

Of note – the board made the motion to finalize the agreement with Circular Materials based on the Opt-in service model under the extended producer regulations.

Nova Scotia is one of the last provinces to put EPR into motion. We currently pay when we purchase a product to ensure the product is handled responsibly when it is disposed of. Valley Waste will continue to collect our recyclables and be paid by Circular Materials to handle this portion of the pickup. Since Valley Waste is already doing this, there are no additional expenses. In fact, Circular Materials is going to compensate Valley Waste with an additional \$186,986 to assist with education, customer service and administrative costs to fulfill this requirement.

After the meeting the Board took a tour of the Valley Waste site. It was quite remarkable to see the work that is done to ensure we are reducing our landfill waste. Everyone was impressed by the employees knowledge, care for safety and how clean the site is kept.

Respectfully Submitted,

Mayor Jodi MacKay

INTERIM INTERMUNICIPAL SERVICES AGREEMENT BOARD

PAGE 1 OF 2

“MEETING MINUTE” BASED ON BOARD MEETING HELD ON JANUARY 15, 2025

The January regular monthly meeting of the Interim Intermunicipal Services Agreement Board of Directors was held on January 15, 2025, beginning at 11:00 a.m., based in the Valley Waste-Resource Management Boardroom with a virtual attendance option, in keeping with the normal meeting schedule.

INTERIM BOARD PILOT PROJECT STATUS

The work being completed by Dwight Whynot, Executive Director, and Dan McDougall related to the Intermunicipal Services Agreement Pilot Project continues to move forward with specific focus on governance, funding and administration for both the Valley Region Solid Waste-Resource Management Authority and the Kings Transit Authority. The next steps to be taken include:

- There will be a Special Meeting of the Board of Directors on January 29, 2025 beginning at 6:30 p.m. where Mr. McDougall will facilitate an information session regarding the proposed path forward.
- The Board will further consider all recommendations presented during the Special Meeting during the Regular Monthly Meeting to be held on February 19, 2025.
- Once the Board has accepted the proposed recommendations, a Joint Council Session will be coordinated to allow all Parties to consider the recommendations for acceptance allowing for the finalization and ratification of a new Intermunicipal Services Agreement.

If anyone has any questions regarding the Pilot Project status, feel free to reach out directly to Mr. McDougall by e-mail to dan.mcdougall1@outlook.com.

IMPENDING EXTENDED PRODUCER RESPONSIBILITY REGULATIONS

- The Board has taken another step in anticipation of the upcoming Extended Producer Responsibility Regulations. A motion has been passed to confirm their decision to enter into a service contract with Circular Materials Atlantic. This contract will cover the collection of obligated materials under the Nova Scotia Extended Producer Responsibility regulation for packaging, paper products, and packaging-like products, effective December 1, 2025.
- The regulations require brand owners that supply, distribute or bring designated materials into the province to become responsible operationally and financially for the post-consumer management of the materials. The designated materials are from residential sources only and include most items in the municipal curbside recycling program. Circular Materials is the non-profit PRO that collects fees from brand owners and uses those funds to develop collection programs and infrastructure and they are the only designated PRO in Nova Scotia.
- By taking this key step, the Authority anticipates an annual savings of approximately \$2,118,961 in required funding.



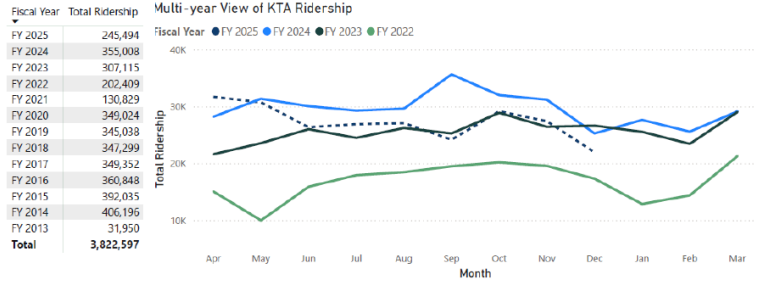
MEETING MINUTE

Kings Transit
Authority



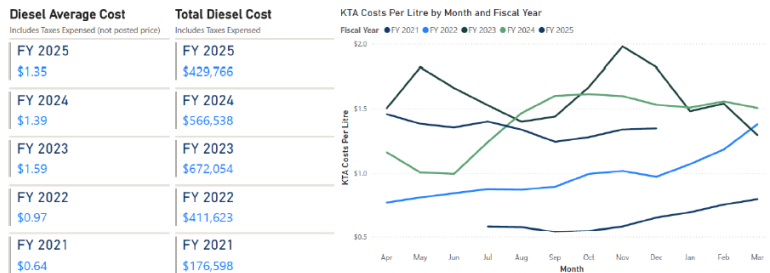
KINGS TRANSIT—REQUEST FOR PROPOSALS

Activity at Kings Transit remains brisk. Key initiatives include the recruitment of a General Manager, addressing inquiries related to the Request for Proposals (RFP) for electric bus provision, and preparing an RFP for Project Management Services. Additionally, staff are actively pursuing various funding opportunities at both the provincial and federal levels to help mitigate potential costs for municipalities in the coming months and years. Staff have also confirmed how the funding that has been committed can be utilized. Recruitment and retention of staff continues to be a priority.



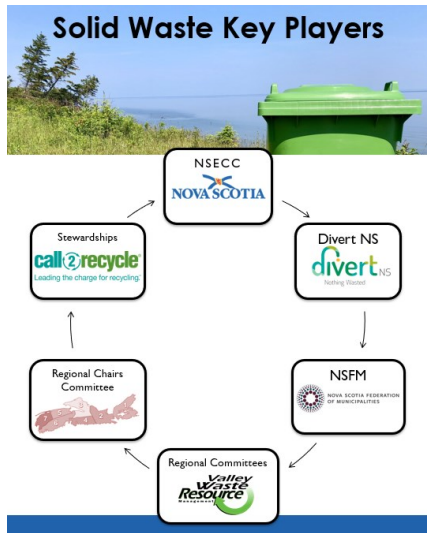
Notes:
 KTA stopped providing service to West Hantz in 2015
 COVID had a significant impact on ridership for a couple of years including and after 2021
 As of May 21, 2024, transfers are no longer counted as riders

Fuel:



VALLEY WASTE —ORIENTATION SESSION

Valley Waste hosted an engaging and informative Orientation Session for Board representatives on Wednesday, January 15, 2025, following the regular monthly meeting. The session covered an overview of provincial involvement and funding, as well as the various programs offered under the Authority’s umbrella of services. Attendees also had the opportunity to tour the Administration and East Management Centre sites. Staff are always available to answer questions and welcome you to tour our sites at any time.



NEXT MEETING

The next regular monthly meeting of the Interim Intermunicipal Services Agreement Board will be held on February 19, 2025 beginning at 10:00 a.m. based in the Valley Waste Boardroom with the virtual attendance option. There will also be a **Special Board meeting** held on **January 29, 2025** beginning at **6:30 p.m.**

COMMITTEE UPDATE

Title: Kings Point to Point Transit

Date: February 4, 2025

Department: Committee of the Whole



Kings Point to Point Transit

This initial meeting, chaired by Berwick's Chris Goddard, was educational for new board members.

Executive director Kathleen Hull said staff are still settling into their new headquarters at 35 Webster St. and are not quite open to the public. The new rental situation is costlier and assistance from the four supporting municipalities will be required. What was discussed was a 6-10 per cent increase over last year.

She detailed the on-going impacts of both the office fire last September as well as exploding engines impacting transit vehicles. KPPT has provided 10,516 rides since April.

Samatha Hamilton is the new Kentville rep on the board. Debbie Roza-Mercier is a new community rep. Kings County has not named anyone.

Date of next meeting will be Wednesday, April 16.

Respectfully submitted
Councillor Wendy Elliott

COMMITTEE UPDATE

Title: Regional EM Advisory Committee (REMAC)
Date: February 4, 2025
Department: CAO



UPDATE

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.

COMMITTEE UPDATE

Title: Regional EM Advisory Committee (REMAC)
Date: February 4, 2025
Department: CAO



- 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 Kentville

- Councillor Samantha Hamilton
- Councillor

Town of Wolfville

- Councillor Wendy Elliott
- Councillor Howard Williams

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

COMMITTEE UPDATE

Title: Special Regional EM Advisory Committee (REMAC)
Date: September 3, 2024
Department: CAO



Kings REMO 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%)


COMMITTEE UPDATE

Title: Special Regional EM Advisory Committee (REMAC)
 Date: September 3, 2024
 Department: CAO



Kings REMO Hazard Risk Vulnerability Assessment (HRVA) & Public Survey

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 to 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)

COMMITTEE UPDATE

Title: Special Regional EM Advisory Committee (REMAC)
Date: September 3, 2024
Department: CAO



Valley Community Learning Association (Kentville)

Community Outreach

Total number of 2024 presentations 25

2025 Presentations Scheduled:

- 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
 - 10,733 2025-01-22 + 1,750
 - 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

COMMITTEE UPDATE

Title: Special Regional EM Advisory Committee (REMAC)
Date: September 3, 2024
Department: CAO



- 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 REGIONAL EM ADVISORY COMMITTEE APPROVE THE JULY 11TH HURRICANE-ECC ACTIVATION WORKSHOP AFTER ACTION REVIEW & 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 REGIONAL EM ADVISORY COMMITTEE APPROVE THE NOVEMBER 21ST WINTER STORM-ECC ACTIVATION WORKSHOP AFTER ACTION REVIEW & IMPROVEMENT PLAN

COMMITTEE UPDATE

Title: Special Regional EM Advisory Committee (REMAC)
Date: September 3, 2024
Department: CAO



- 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

COMMITTEE UPDATE

Title: VCFN and VCFN Authority

Date: February 4, 2025

Department: Committee of the Whole



Valley Committee Fibre Network and Valley Committee Fibre Network Authority

First meeting with new board. Review of operation by Chad West, Manager of IT, Municipality of Kings.

Election of new executive:

- Ian Palmeter, Councilor, Town of Wolfville, Chair
- Emily Lutz, Councilor, Municipality of Kings, Vice Chair
- Scott Conrod, CAO, Municipality of Kings, Secretary Treasurer

Date of next meeting TBD

Respectfully submitted

Ian Palmeter

COMMITTEE UPDATE

Title: WBDC

Date: February 4, 2025

Department: Committee of the Whole



Meeting held January 23, 2025 at WBDC offices.

Round table discussion of what is happening in town.

WBDC participated with AU's Launchbox organization to do a case competition on digital platforms. Approximately 15 participants. Opportunity to do something along these lines with small business.

Discussion on WGANS and Wine Bus to promote wine tourism, possibly at the VIC

Director Strong updated on Wolfopoly. Project is moving forward.

Agreement with Town of Wolfville expires March 2026. Director Strong working with Director Lake at the Town to get process started.

President vanNiekirk introduced new Social Media Manager Kat MacKay. She gave an report on what she wants to do and needs to be accomplished.

The treasurer, Nick Cadeau, gave an update and also indicated that he will not be reoffering to be treasurer next year.

Next meeting – February 13, 2025, WBDC offices.

Respectfully Submitted

Ian Palmeter