

APPROVED – AUGUST 25, 2008

COUNCIL ADVISORY COMMITTEE

June 23, 2008 – 5:30 p.m.

PRESENT

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Dennis Kehoe, Councilor Nola Folker-Hill, Councilor Bernie Cooper, Councilor Eric Bolland (arrived at 5:45 p.m.), CAO Bill Boyd, Solicitor Geoff Muttart, Town Clerk Carol Harmes, (Recording Secretary).

Mayor David Corkum called the meeting to order at 5:30 p.m. and CAO Boyd reported that all members of Council were present, except Councilor Bolland who expected to be a bit late.

APPROVAL OF AGENDA

It was moved and seconded

that the Agenda be approved with the additions of:

6 (i) July Council Meeting

8 (c) Jamie Muir

8 (d) Princess Kentville Kristie Gould

MOTION CARRIED

PRESENTATION

Valley Armoured Car Service - cancelled

APPROVAL OF MINUTES

(a) April 28, 2008

It was moved and seconded

that the Minutes of April 28, 2008 be approved as circulated.

MOTION CARRIED

(b) May 26, 2008

It was moved and seconded

that the Minutes of May 26, 2008 be approved with a change under Approval of the Minutes of April 28th, as these were not available for approval.

MOTION CARRIED

BUSINESS ARISING FROM MINUTES

(a) Anti-Idling Bylaw

It was moved by Councilor Dennis Kehoe and seconded by Councilor

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Bernie Cooper

that this item be tabled until Councilor Bolland arrives.

MOTION CARRIED

It was moved by Councilor Bernie Cooper and seconded by Deputy Mayor Mark Pearl

that the issue be brought back to the table with the arrival of Councilor Bolland at 5:50 p.m.

MOTION CARRIED

Councilor Bolland noted that the proposed Anti-Idling Bylaw had been created to protect the health of citizens, with the long term benefit being cleaner air. The document had been prepared with staff and solicitor input and addresses issues like definitions, general prohibitions, exemptions, administration and enforcement, and penalties. He added that there appears to be some very good support for this bylaw through Eco Kings, local organizations and politicians.

It was noted that some generalities apply in order that some flexibility can be exercised.

Following further discussion, it was moved by Councilor Eric Bolland and seconded by Deputy Mayor Mark Pearl

Recommendation to Council

that a recommendation be made to Town Council that First Reading be given to the Anti-Idling Bylaw.

MOTION CARRIED

Points from Discussion

- Police Chief Mander indicated that common sense should come into play in the issuing of tickets.
- A similar bylaw in Toronto saw the issuance of only 33 tickets – a small amount considering the population.
- Council will need to do some public education and this should be followed-up by the police, with explanation and warnings, prior to the issuance of tickets.
- Perhaps the bylaw should indicate the position to be taken with idling for the use of heaters and air conditioners in extreme weather temperatures.
- These types of issues should be legislated by the Provincial Government.
- People are getting used to turning off their vehicles because of

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the price of gasoline. Therefore, the timing might be right both economically and environmentally.

- Such emissions, as produced by idling vehicles, are directly related to the high number of asthma cases, especially in children.

(b) Council Remuneration

CAO Boyd reported that although statistics were not yet available from the other municipal units, part of the process would involve amendments to the policy governing council remuneration. Therefore, he presented *Policy Statement G5 – Council Remuneration and Benefits* and identified the proposed changes. These would allow for a review every four years and to include a vehicle allowance for local transportation and internet connections. Travel beyond the day-to-day conduct of town business, would be reimbursed with a mileage charge.

Therefore, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Bernie Cooper

***Recommendation to
Council***

that a recommendation be made to Town Council that those amendments proposed be adopted for *Policy G5 – Council Remuneration and Benefits*, with the inclusion of up-to-date figures when they have been received.

MOTION CARRIED

Following a request for a recorded vote, it was noted that Councilor Dennis Kehoe voted against this motion.

Points from Discussion

- The in-town travel and e-government allowance is taxable income.
- The remuneration from those towns listed in Schedule A will be averaged and added to that part of the document.
- This information should be available at the end of October.
- Area towns like Wolfville should be included for comparison.
- Wolfville has under 5,000 people so it isn't comparable.
- Some towns pay a meeting fee and this seems more realistic, as some councilors attend a lot of meetings, while others do not.
- With meeting fees, there is an opportunity to take advantage of what constitutes a meeting – meeting citizens in the local coffee shop, a telephone call, each session attended at a conference, and so on.

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(c) Mileage Rates (Council Travel)

CAO Boyd reported that the report has not been concluded, although it appears that most municipalities use the Provincial rates.

Points from Discussion

- The Federal rate is quite an increase above the Provincial rate and in the case of municipal travel, it seems unjustifiable due to the nature of the business conducted.
- The Town must also review and update the amount paid out for meals, (while attending conferences) as the amounts are not realistic, especially in resort settings, where prices tend to be higher and there is no opportunity to eat elsewhere.

(d) KVFD – Full Time Firefighters

As this issue had been tabled at the May meeting of CAC, it was moved by Councilor Dennis Kehoe and seconded by Councilor Eric Bolland

that the issue be removed from the table.

MOTION CARRIED

Councilor Dennis Kehoe stated that the KVFD included in its recent budget, funding for a paid fire chief and deputy fire chief, along with some level of pay for fire fighters. He felt that a paid chief should be an employee of some level of municipal government, and not responsible to a volunteer board.

Points from Discussion

- This would be similar to the Board of Police Commissioners, whose chief is an employee of the Town.
- The municipal units approve the budget and funds can be taken from the budget for salaries.
- The budget included a line item for salaries.
- During the Fire Study with KPSC, issues like paid firemen and the governance of these employees have been discussed. Decisions like this should not be put into place until the study is finished.
- The hiring process for a chief must also be transparent and inclusive of everyone qualified to apply.
- Salaried staff working for KVFD must be governed by the town and/or county, not volunteers.
- The present paid staff is governed by the KVFD Society Inc. and their mandate covers this.

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- The budget has been approved, and honorariums are given to the chief and deputy chief, in amounts that could be confused with salaries.
- The County does not seem to support paid firemen and these councilors will influence the outcome by about 60%.
- This is an essential service and a paid chief must be an employee, accountable to the public.

It was moved by Deputy Mayor Mark Pearl and seconded by Councilor Dennis Kehoe

Recommendation to Council

that a recommendation be made to Town Council that it endorses a full time paid fire chief, only if that individual is an employee of the town, the county or of an inter-municipal body.

MOTION CARRIED

NEW BUSINESS

(a) Recommendation – ICSP Account Established

At a recent meeting of Council Advisory Committee, Director Bev Gentleman noted that meetings have been initiated with Kings CED, the Towns of Wolfville and Berwick, and the County of Kings, in an effort to work together to create an Integrated Community Sustainability Plan. The procedure will involve the engagement of the public in dialogue to determine the values and future of our area as it relates to long term sustainability.

Director Gentleman added that funding for this work and for the creation of this document would be provided through the Gas Tax Fund, however, specific criteria must be met prior to accessing these funds. In the meantime, costs associated with advertising, meetings, etc. would be ongoing, and therefore, she recommended that the ICSP be listed as an annual expenditure and linked to the revenue source.

It was moved by Councilor Eric Bolland and seconded by Councilor Bernie Cooper

Recommendation to Council

that a recommendation be made to Town Council that an account be established using the gas tax money for the ICSP program, in the amount of \$2,000 for the 2008-2009 budget year.

MOTION CARRIED

Points from Discussion

- There should be a letter from the Federal government allowing the use of these funds.
- These funds can not be capitalized if under \$5,000.

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- A four or five year plan should be developed.
- It is difficult to assess what the total costs might be, as the work and costs are shared with other units.
- The Town has to prove it has a good sustainable plan in order to collect these funds; they are not paid automatically.

(b) 2008-2009 Sanitary Sewer Capital and Operating Budget

Director Hal Henderson reported that the sanitary sewer budget finances all capital projects and operating costs through its rate base. Through an agreement, its members of the Regional Sewage Committee share the cost of the collection and treatment.

He added that the capital projects for 2008-2009 involve River Street, Elizabeth Avenue and School and Glenview Streets. In addition, two flow meters may be installed. Some of these projects may be partially funded through the Municipal Rural Infrastructure Program.

Following review of the attached financial information, it was moved by Councilor Bernie Cooper and seconded by Councilor Eric Bolland

*Recommendation to
Council*

that a recommendation be made to Town Council that the 3 year Sanitary Sewer Capital Budget (as attached) be approved in the amount of \$215,000 for 2008-2009, \$225,000 for 2009-2010 and \$100,000 for 2010-2011

MOTION CARRIED

It was further moved by Deputy Mayor Mark Pearl and seconded by Councilor Bernie Cooper

*Recommendation to
Council*

that a recommendation be made to Town Council that the 2008-2009 Operating Budget (as attached) be approved in the amount of \$863,500

MOTION CARRIED

(c) Force Sewer Replacement – Contract 2008-032

Director Henderson reported that tenders closed recently for the replacement of a portion of the Regional Force Sewer Main and copies of these are attached at this time. These lines run through the Kentville Futures Site and some land that has been earmarked for future development. He further noted that funding is from an approved TBR and the lowest bidder is on budget. This company was further supported by the Town's Consulting Engineers.

Therefore, it was moved by Councilor Dennis Kehoe and seconded by

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Councilor Bernie Cooper

***Recommendation to
Council***

that a recommendation be made to Town Council that the 2008 Force Sewer Replacement Contract 2008-032 be awarded to Mid Valley Construction (1997) Limited in the amount of \$111,500, plus HST.

MOTION CARRIED

(c) KCDC Recommendation – Gift from Town

Community Development Coordinator, Erin Mason identified the need to purchase a gift that would represent the area and could be used on special occasions. Following some research, she contacted a well-known local artist, Twila Robar Decoste, who agreed to paint an 8 X 10 picture, depicting scenes from the Town. She noted that this original work could be reproduced as prints for future presentations.

It was further noted that these funds would be taken from the KCDC budget.

Therefore, it was moved by Councilor Nola Folker-Hill and seconded by Councilor Eric Bolland

***Recommendation to
Council***

that (as per the attached report) a recommendation be made to Town Council that funds be allocated to purchase a painting as a special gift from the Town of Kentville, as outlined in the report attached.

MOTION CARRIED

(d) Amendment to Outdoor Fire Bylaw

A report from the Town Clerk pointed out an area of the Outdoor Fire Bylaw which has caused some public confusion, as the designation of “CSA or ULC approved” is not generally indicated on the types of burning units that might be purchased in stores like Home Hardware. Upon checking with the Fire Chief, he confirmed that providing the unit was constructed of fire proof materials, it would be certified for use. Therefore, the Clerk recommended that the bylaw be amended to exclude the words “CSA or ULC approved.”

It was moved by Councilor Bernie Cooper and seconded by Deputy Mayor Mark Pearl.

***Recommendation to
Council***

that a recommendation be made to Town Council that First Reading be given to an amendment to the Outdoor Fire Bylaw

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(e) Update – Kings Partnership Steering Committee

CAO Boyd gave an update on some of the initiatives in progress with the KPSC, and identified some new projects which have been recently proposed by the Partnership. He gave some background on the issue of Education Costs and noted the conflicting legal positions taken.

In order to reach an agreement on this issue, the County has decided to hire an individual who would analyze the agreement with the school board in an effort to mediate the obstacles between the county and the towns. At this point, the issue has been tabled until after November, and will be introduced at KPSC again following the election.

Points from Discussion

- The county has not withdrawn its motion from the table.
- The legal opinion given to Hantsport, states that no single partner can dissolve the agreement, as this can be done only by mutual consent and with the approval of the Province.
- This has the potential to be an election issue.

(f) Resolution – Re: Tidal Power

A resolution regarding the potential revenue from the generation of marine powered energy was recently discussed at the recent meeting of KPSC. As it was hoped that all municipalities would support this resolution to UNSM, it was brought to CAC for debate.

It was moved by Deputy Mayor Mark Pearl and seconded by Councilor Dennis Kehoe

Recommendation to Council

that a recommendation be made to Town Council that it supports the Resolution to UNSM, that would urge the Province to examine the feasibility of creating an act (similar to the Wind Turbine Facilities Municipal Taxation Act) which would permit municipalities to collect taxes from renewable energy generation facilities.

MOTION CARRIED

Points from Discussion

- The original resolution has no advantage to Kentville or other KPSC units not bordering on a coastal boundary.
- The removal of the words “offshore” and “located adjacent to the nearest municipal coastal boundary” in this resolution would allow it to apply to all units and would be better reflective of a KPSC joint project.

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(g) Immigration Initiative

At a recent meeting of KPSC, the topic of joint initiatives for the future was discussed. It was pointed out that immigration had been addressed in the past and that this particular issue impacts on all areas of the province. Following some discussion, it was noted that Kings CED has done some preliminary work in this direction, and therefore, it was felt that this agency might be in a better position to assist in the process of marketing the Kings County area to immigrants.

Therefore, it was moved by Councilor Dennis Kehoe and seconded by Councilor Eric Bolland

*Recommendation to
Council*

that a recommendation be made to Town Council that support be given to Kings Community Economic Development Agency to undertake an active role in encouraging immigration into the Kings County area, provided that Kings CED does not assume the role of another level of government.

MOTION CARRIED

(h) July Council Meeting

To recognize the retirement of CAO Bill Boyd from his employment with the Town of Kentville, it was thought that the July meeting of Council might provide an opportunity to allow friends and associates to wish him farewell.

In order to accommodate this event, it was agreed by unanimous consent

that the July Council Meeting would begin at 6:00 p.m. and end at 8:00 p.m. for this date only, to allow for a farewell reception for CAO Bill Boyd.

APPROVED

**AUDIT
COMMITTEE
MEETING**

It was moved and seconded

that the regular meeting of Council Advisory Committee would adjourn at 7:40 p.m., and that the Audit Committee Meeting would take place.

MOTION CARRIED

**AUDITOR'S
REPORT**

Darrel Richards of Grant Thornton, LLP stated that the audit has been completed and the consolidated financial statements for the Town have been prepared, along with the draft auditor's report. He reviewed

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the roles of the audit committee, the management and of the auditors, along with the quality assurance and independence. He next recapped his report, identifying certain issues that he felt might require clarification, like the deficiencies noted in some of the procedures undertaken.

Mr. Richards reviewed the financial statements, pointing out various aspects and answering questions.

Points from Discussion

- The Town of Kentville is in good shape financially, with revenues exceeding expenditures and financial obligations paid down.
- The Audit Committee should meet periodically to discuss some of the items.
- The Grant Thornton report was clear and concise and their hard work appreciated by Council.

(Note: Director Crowell wished to acknowledge all the hard work done by the finance department staff and to extend special appreciation to Robin Paish for her commitment to this process.)

It was moved by Councilor Dennis Kehoe and seconded by Councilor Bernie Cooper

Recommendation to Council

that a recommendation be made to Town Council that the 2007-2008 Financial Statements be received.

MOTION CARRIED

**AUDIT
COMMITTEE
MEETING
ADJOURNS**

It was moved and seconded

that the Audit Committee Meeting would adjourn at 8:15 p.m. and that the regular meeting of Council Advisory Committee would resume.

MOTION CARRIED

CORRESPONDENCE

(a) Apple Blossom Festival

A letter from the Apple Blossom Festival thanked the Town for the part it played in the success of this year's event.

It was moved by Councilor Bernie Cooper and seconded by Councilor Eric Bolland

that this letter be received.

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MOTION CARRIED

A brief discussion took place regarding the types of correspondence that find themselves on the agenda for CAC, and it was agreed that in the future, administrative staff would decide if correspondence goes to CAC or Council meetings.

ADJOURNMENT

With no more business to discuss, the meeting adjourned at 8:25 p.m.