

APPROVED – JANUARY 28, 2008

COUNCIL ADVISORY COMMITTEE

November 26, 2007 – 5:30 p.m.

PRESENT

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Dennis Kehoe, Councilor Nola Folker-Hill, Councilor Bernie Cooper, Councilor Larry Honey, Councilor Eric Bolland, CAO Bill Boyd, Solicitor Peter Muttart, Town Clerk Carol Harnes.

Director Debra Crowell, Director Hal Henderson, Director Mark Phillips, Director Bev Gentleman, KCDC Rep. Erin Mason

CAO Bill Boyd reported that all Council members were present.

PRESENTATION

(a) Service Nova Scotia and Municipal Relations – ICSP – Graham Fisher

Graham Fisher explained that the ICSP – the Integrated Community Sustainability Plan has been identified as a pro-active approach to ensure sustainability in matters relating to environmental, social, cultural and economic development within municipal units. As a Federal plan and part of the Gas Tax Agreement, the ICSP must conform to specific guidelines, which are also consistent with the MGA. Each municipality must have its plan in place prior to March 31, 2010 and these documents can either build upon existing plans and documents (i.e. Municipal Planning Strategy) or become a stand-alone plan. Its overall purpose is to help the community identify its needs and resources while establishing a vision for the future.

Mr. Fisher further identified some eligible projects under this plan and expounded upon these, along with their anticipated sustainable outcomes.

Points from Discussion

- There would be no approval process for the plan.
- Funding is given to the municipal unit based on a formula.
- 100% of the funding will be transferred directly and will be based on the eligibility of the projects.
- If an outside source is used to create the plan, this would be an eligible project and the associated costs would be deducted from the total.
- The funds are allocated on installments.
- Specific projects would be identified and placed into the budget.

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- There are several “green” plans which further allow municipalities to receive funding, providing established criteria is met.

(b) Year End Review – KCDC (Erin Mason)

Erin Mason, the Town’s representative on this committee, reported that this pilot project has been in place for about a year and that the committee consists of a good mix of local business people, residents and politicians, with resource staff available. She reviewed the highlights which had been established for the committee and gave a report on the progress of some of the projects. Some of these involved seasonal beautification projects, a Town newsletter, a business showcase and luncheon, Service First training for business operators, the Harvest Festival, Farmers Market, etc. She was pleased that the program will be operational until March of next year.

She also outlined (under the Action Plan part of the report) some additional or expanded projects, like the branding of the Town, the Farmer’s Market, signage, beautification, and so on. She noted that \$4,800 was left in her budget to carry on until March and these funds will be put to very good use.

**APPROVAL OF
AGENDA**

It was moved by Councilor Larry Honey and seconded by Councilor Bernie Cooper

that the Agenda be approved with the addition of
7 (d) On-line Voting
7 (e) Sustainability Conference – Ottawa
7 (f) Smoking in Cars – (With Children Present)
10. In Camera –(Land/Litigation – Bonavista SD)

MOTION CARRIED

**APPROVAL OF
MINUTES**

It was moved by Councilor Dennis Kehoe and seconded by Councilor Eric Bolland

**that the Minutes of October 29th, 2007 be approved as
circulated.**

MOTION CARRIED

**BUSINESS ARISING
FROM MINUTES**

**(a) Citizen Appointments – Water Commission and Police
Board**

Town Clerk Carol Harnes reported that 3 additional applications have been received for the two remaining vacancies, although one application was applying for a position already filled. The other two, however, both wished to have a position on the Police Board.

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It was moved by Councilor Larry Honey and seconded by Councilor Dennis Kehoe

Recommendation to Council

that a recommendation be made to Town Council that the following offers be made to the applicants:

- **Ron Belanger - Board of Police Commission**
- **Fred Ward - Kentville Water Commission**

And if Mr. Ward is not interested in serving on the Water Commission, then Larry Kemp would be asked to return to the Kentville Water Commission, if he wishes to do so.

MOTION CARRIED

(b) Deficit – Sanitary Sewer Area Service

Councilor Dennis Kehoe indicated a need to discuss the reporting format of this account, as it is showing a deficit of \$44,612, while also showing revenue of \$75,000 from accumulated surplus.

Director Crowell responded that the figures presented are accurate and represent the transactions, which in turn reflect an operating deficit at this point in time.

(Note: It was suggested that in order to clarify what might appear to be a misrepresentation of the figures, a note should be made on the written report to Council, explaining the deficit position in greater detail.)

(c) Policy Statement G51 – Carbon Off-Setting Policy

At previous meetings, Council members discussed the importance of municipal government taking a leadership role to reduce green house gas emissions and to help environmental sustainability, where possible. The attached policy allows for the purchase of carbon credits when staff or councilors travel by air on Town business. These credits will then be used to purchase trees.

Following some 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 Policy Statement G51- Carbon Off-Setting Policy, be approved.

MOTION CARRIED

FINANCE

(a) Projections

Director Crowell stated that the projections to the year ended March

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31, 2008, indicate that the Town could realize a surplus of \$8,900. She elaborated on various aspects of the Town's Operating Fund, pointing out that the overall actual revenue was under-budget by \$8,800, while expenditures may be under-budget by \$17,700.

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

that the report by the Director of Finance regarding projections, be received.

MOTION CARRIED

(b) Withdrawal – Town Capital Reserve – Sanitary Sewer Area Service Capital

Director Crowell reported that the 2007/2008 Sanitary Sewer Area Service Capital Budget requires a withdrawal from the Town's Capital Reserve Fund – Sanitary Sewer, as a partial funding source. As final costs for 2007-2008 capital projects are near completion, a request for withdrawal from the Capital Reserve is being made.

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

Recommendation to Council

that a recommendation be made to Town Council that approval be given for a withdrawal of \$63,000 from the Town of Kentville Capital Reserve, Sanitary Sewer portion, to partially fund sanitary sewer capital construction during 2007 and 2008.

MOTION CARRIED

NEW BUSINESS

(a) Monthly Reports to Council – Environmental Advisory Committee

It was noted that the Environmental Advisory Committee has been appointed by Council to address issues surrounding global warming, and subsequently, meetings have been taking place on a regular basis. Several projects have been undertaken by this group and members felt that information should be formally presented to Council on a regular basis.

Therefore, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Eric Bolland

Recommendation to Council

that a recommendation be made to Town Council to include a monthly report from the Environmental Advisory Committee on the agenda for Town Council

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meetings for future meetings.

MOTION CARRIED

(Note: There will be a report from EAC for the December meeting of Council.)

Points from Discussion

- Issues addressed during these committee meetings will be ongoing concerns for Council.
- This Committee should be given a different status – a regular committee of Council – not an ad hoc committee.
- The advantage of an ad hoc committee is that when the committee work is done, the committee is dissolved.
- A report and recommendation could be made from the EAC for a changed status some time in the future.

(b) Christmas Office Closure

CAO Boyd reported that over the last many years it has become acceptable practice for municipalities to close their offices during the week between Christmas and New Years, and some office staff routinely request this time off. As a result, it was suggested that a policy be created to address the closure of Town Hall during this period.

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 a policy be created to close the Town Office between Christmas and New Years each year.

MOTION CARRIED

(c) Ian Maxwell

At a recent meeting of Council, a number of pieces of correspondence from Mr. Maxwell were recognized as having been received. It appears that Mr. Maxwell has been having difficulty, since 1964 with some of the standards and requirements of the Town, as they relate to the development of his subdivision, and further, that there appears no opportunity to resolve this issue. A great deal of staff and council time and anxiety has been committed to this potential development over the years.

The solicitor advised that Mr. Maxwell should be notified once again of what needs to be done with his development, and further, that staff

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is unable to deal with him until he fulfils those obligations. The CAO can be authorized to deal with the constant influx of correspondence from him, but, should Mr. Maxwell seriously wish to proceed with the development in the future, then the CAO can also co-ordinate that effort with staff.

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

Recommendation to Council

**that a recommendation be made to Town Council that the solicitor assist in writing a letter to Mr. Maxwell from the Planning Department, outlining the requirements which must be met, in order to allow his development to move forward,
and further
until he is prepared to meet these requirements, staff will not be able to assist him,
and further
the CAO will distribute, as seen fit, any correspondence from Mr. Maxwell and/or will coordinate any contact from him with staff.**

MOTION CARRIED

(d) On Line Voting

Councilor Larry Honey presented a brochure from *inteligote systems inc.*, which he explained is a company that can deliver an online voting program. He felt that electronic voting would be a useful tool in future elections, and that Council and our Chief Electoral Officer should have an opportunity to consider this option.

Therefore, it was moved by Councilor Larry Honey and seconded by Councilor Eric Bolland

Recommendation to Council

that a recommendation be made to Council that *inteligote systems inc.* (or a similar business) be asked to present an online voting program to Council, and that the Town's Chief Electoral Officer Al Kingsbury also be asked to attend.

MOTION CARRIED

(e) Sustainability Conference – Ottawa

A discussion took place regarding the sustainability conference scheduled for Ottawa, on February 13-15th, 2008. It was felt that environmental issues are becoming regular agenda items for all levels of government and more information and networking on projects would be of value to the Town

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Therefore, it was moved by Councilor Nola Folker-Hill and seconded by Deputy Mayor Mark Pearl

***Recommendation to
Council***

that a recommendation be made to Council that Councilor Bolland, and perhaps a staff member from the Town, be sent to the sustainability conference in Ottawa in February.

MOTION CARRIED

(f) Smoking in Vehicles – Children Present

Councilor Eric Bolland expressed his support of Wolfville's position on the new bylaw prohibiting smoking in vehicles with children present, and felt that Kentville's Council should show its support of this stance.

Points from Discussion

- The Town is not in the health care business and this type of issue is not part of its mandate.
- Enforceability of such a bylaw would be a huge problem.
- Such a bylaw may expose the Town to future law suits.

CORRESPONDENCE (a) none

ADJOURNMENT The meeting adjourned at 7:20 p.m.

IN CAMERA Land / Litigation – Bonavista Estates Subdivision (Green Space)