

Approved – December 13, 2010

Council Advisory Committee

MINUTES

November 8, 2010 – 1:30 p.m.

PRESENT

Mayor David Corkum (left at 4:03 p.m.), Deputy Mayor Bill Boyd, Councilor Bernie Cooper, Councilor Tony Bentley, Councilor Nola Folker-Hill, Councilor Eric Bolland, Councilor Mark Pearl, CAO Keith Robicheau, Town Solicitor Peter Muttart (arrived at 1:40 p.m.) and Town Clerk Carol Harmes

Director Debra Crowell, Director Mark Phillips, Director Bev Gentleman, Director Greg Kehoe, Police Chief Mark Mander

MOMENT OF SILENCE

A Moment of Silence was observed in remembrance of fallen troops and those who continue to fight.

CALL TO ORDER AND ROLL CALL

Mayor Corkum called the meeting to order at 1:32 p.m. and CAO Robicheau reported that all members of Council were present.

NOTE

“Points from Discussion” below show various comments made by individual councilors during debate. They do not necessarily represent the opinion of the group, nor do they always reflect accurate information

APPROVAL OF THE AGENDA

It was moved by Deputy Mayor Bill Boyd and seconded by Councilor Eric Bolland

that the agenda be approved with the addition of:
7 (c) Race Relations and Anti-Discrimination
7 (d) Letter of Congratulations
7 (e) Cornwallis River Dyke
7 (f) Street Name

MOTION CARRIED

PRESENTATION

At the recent UNSM Conference, Councilor Nola Folker-Hill was recognized publicly with a 10 year scroll for long service to municipal government. Mayor Corkum accepted in her absence, however, felt it was appropriate to officially present it to her at this public meeting.

APPROVAL OF THE MINUTES

(a) October 12, 2010
It was moved by Councilor Nola Folker-Hill and seconded

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by Councilor Tony Bentley

**that the Minutes of October 12, 2010 be approved
as circulated**

MOTION CARRIED

**BUSINESS ARISING FROM
THE MINUTES**

(a) MOU Friends of the Library

CAO Robicheau reported that the MOU has been in abeyance for a few months, pending some changes being proposed by this organization. He added that as Director of Recreation, Mark Phillips has been involved with this group, and with the Memorandum of Understanding, he would arrange a meeting to review this document prior to bringing it to the next meeting of CAC.

(b) Brokerage Firm (Kentville Futures' Land) update

CAO Robicheau reported that preliminary work has been done on this project and a draft RFP has been included for discussion. Some outstanding issues relate to the smaller pieces of land and those issues in the draft copy should be reviewed by the solicitor, along with language, etc.

The lot survey information and the site condition reports from Torgny Vigerstad will be included as appendices.

Intentions are to advertise on the Town's website, in the Chronicle Herald and directly approach those brokers who may be interested in this sale.

Points from Discussion

- Advertising this RFP beyond our local market is unusual for the Town, however, necessary in this case.

(c) VIC Partnership - Lease

At a previous meeting of CAC a presentation was done regarding the new location and partnership for the Visitor's Information Centre and Destination South West Nova. Director Mark Phillips agreed to bring back information to Council on the lease arrangements, which would allow further discussion on whether or not the project should continue.

He noted that the deadline date is January 1st for renewal of the lease with the landlord, as this 3 month period allows for the renewal or cancellation of the lease by the March 31st

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date. The MOU states that the yearly review is scheduled for December, and Lindsay Young has been trying to arrange a meeting with Destination SW Nova. However, in the interim, Town staff is prepared to recommend that the VIC remain at its current location for another year, and this will allow for a better comparison of statistics. Remaining at the same location will also provide an opportunity to correct some minor operational changes, such as signage, parking and staffing.

Points from Discussion

- Kings Transit is planning to vacate the current Kentville terminal building and this might be a possible location for a downtown VIC, if a move is being considered.
- The old Kings Transit site will continue to be the bus stop in Kentville, but this might affect the availability of the larger parking spaces which would be needed for RVs.
- Acadian Lines will join Kings Transit at their new building in New Minas.
- In past years, Kentville Community Development Limited operated the Tourist Bureau and their own office from the current Kings Transit building, and parking was limited at that time and proved to be a difficulty.
- If the VIC returns to its old location at Memorial Park, then it will be a seasonal operation once again, with the Town paying all the costs.

It was moved by Deputy Mayor Bill Boyd and seconded by Councilor Bernie Cooper

***Recommendation to Town
Council***

that a recommendation be made to Town Council that in regards to the Memorandum of Understanding for the Visitors Information Centre, that the Town continues in the partnership with Destination Southwest Nova and the County of Kings at the current downtown location for another year.

MOTION CARRIED

(d)Chapter 84 – Smoke-Free Places Bylaw

A draft copy of a proposed bylaw which would prohibit smoking in all public places in Kentville, was brought

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forward once again for Council discussion.

CAO Robicheau noted that a discussion took place at a senior administration meeting and the name was changed to “Smoke-Free Public Places Bylaw” to better reflect the concept of a smoke-free community. Some promotion on the general concept will be done and signage is being proposed that is visible, attractive and easily recognizable. The social marketing about the health impact of smoking is not necessary, as that has been done, so the Town will simply promote the bylaw through an awareness campaign.

Signage would be erected at the approaches to Town and on existing posts, as this will reduce the costs. Some buttons or pins can also be made available so the community can promote the smoke-free concept, as well.

The CAO added that if First Reading takes place at the November meeting of Council, then Second Reading will take place in January, due to the cancellation of the December Council meeting. However, this extended period will allow for public input which will be considered prior to Second Reading. If Second Reading proceeds, a Notice of Passing will be placed in the paper, and the bylaw will become effective upon publication of this.

Therefore, it was moved by Deputy Mayor Bill Boyd and seconded by Councilor Eric Bolland

***Recommendation to Town
Council***

that a recommendation be made to Council that First Reading be given for *Chapter 84 – Smoke-Free Public Places Bylaw.*

MOTION CARRIED

Points from Discussion

- The solicitor suggested that the definition of “smoke” could be reviewed to include other types of smoking.
- The solicitor also felt that exemptions (i.e. for construction sites) would be difficult to include in this bylaw, as such inconsistencies would be unfair, difficult to define, and confusing to enforce.
- Exemptions for smoking on Town streets might be appropriate in an enclosed vehicle.
- This bylaw will improve the health of the community.

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- The smoking statistics for Nova Scotians are alarming when compared to other parts of Canada. Cancer diabetes, and heart disease are results of smoking.

(e) Off site Signage – Recommendation – Changes to LUB

Director Bev Gentleman prepared a report on this issue in which she pointed out some examples of off-site signage and how these would apply to amendments to the Town's Land Use Bylaw. She added that Council would have three options in addressing this issue, all of which involved some complications. Sandwich board off-site signs, in particular, were seen as problematic and deserved further debate, and she suggested that this whole issue might be a topic for the upcoming Strategy Session.

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

that the issue of Off-site Signage be referred to the Strategy Session, next week.

MOTION CARRIED

(f) Audit Services - Recommendation

Director Debra Crowell advised that she has written to eligible audit firms registered with SNSMR, which were Grant Thornton, LLP and Kent and Duffett, asking them to submit applications. Request for Proposals were advertised in the local papers and two firms showed interest, however, only one proposal was received, Grant Thornton, LLP. The closing date was October 20th.

She reviewed various aspects of their proposal and recapped some of the considerations of service delivery, which they have provided over the passed years. Following this, she made a recommendation.

Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Tony Bentley

Recommendation to Town Council

that a recommendation be made to Town Council that Grant Thornton LLP, be retained for external auditing services for the year ended March 31, 2011 for the fee of \$22,250 plus HST,

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and further, that Grant Thornton LLP be retained for external auditing services for the fiscal years ended March 31, 2012 and 2013 for the fees of \$23,250 and \$24,250 respectively, plus HST, with reappointment contingent upon Council's satisfaction with performance and fees (among other things)

MOTION CARRIED

Points from Discussion

- Most auditing firms would not have the resources to handle their regular clients and an account as large as the Town.
- Auditing firms must also be registered as a municipal auditor.
- Historically, only two firms have ever responded to the RFP for external auditing services.
- The increased price is as a result of the amount of additional time that is now required from the audit firm to meet the standards now required. The Town is also required to devote more time to the process.

(g) No Farms – No Food Request for Support

This issue was addressed at a previous meeting of Council, however, more discussion was seen as necessary.

Points from Discussion

- Urban sprawl is not only taking farmland, but is also “choking out small towns which must compete with rural areas for development.
- Zoning for development is dictated by the County's planning process, not the Town's.
- The Town supports development in designated growth centres.
- A letter was sent from the Mayor to the No Farms – No Food organization, stating that the Town has no legal jurisdiction in the County's development.
- This group wanted Town Council to fully discuss the matter and then to advise them.

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

Recommendation to Town Council

that a recommendation be made to Council that the No Farms – No Food organization be advised that Council stands behind its original response.

MOTION CARRIED

(h) Street Naming Policy – Proposed Amendments

At a previous meeting, a discussion took place regarding the Town's current Street Naming Policy, which was felt to be out-of-date. As a result staff was asked to draft some amendments to the policy and to provide some criteria for selection, which could be discussed at this meeting.

Points from Discussion

- Much of the policy, as amended, appears in order, however, the Criteria should be looked at closely.
- Most of the criteria would be automatically included as part of the discussion process of naming a street.
- Final selection should be made openly.
- Although developers may submit names to Council for streets in the subdivisions they are developing, the final decision will remain with Council.
- Public submissions should also be considered.
- It was agreed that the draft policy would be amended to exclude the criteria, and the amended document would return to the next CAC meeting.

**DEPARTMENTAL
REPORTS**

(a) Finance

(i) Director's Report

Director Crowell reported that from October 8th to 15, \$2.3 million in tax revenue was collected; the second quarter utility bills are due on November 24th; the Canada Revenue Agency has selected the Town for an HST audit, but no discrepancies have been noted in the reporting practices. She added that having such an excellent report is quite unusual and she is proud of the care and accuracy that the finance staff take with this issue.

She also noted that the Investment Advisory Committee met on October 13th, and new member, Brian Smith, was a welcomed addition to the group; the RFP for external audit services concluded on October 20th, and she was a judge for the 2010 EKCC Business Awards.

In addition, Director Crowell noted that Schedule A (Revenue) indicates that overall revenue would be above average, if based on a 58% benchmark. Schedule B indicates that expenditures are below average, although some departments have exceeded the benchmark due to bulk

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ordering and annual payments. Schedule C (Summary of Outstanding Taxes) indicates that 90.3% of the total tax levy has been collected, with outstanding property taxes remaining at \$771,809.

Schedule D (Sanitary Sewer Area Service) reported that for the second quarter, 50% of the budget would be consumed and overall revenue is reporting under the benchmark.

With Schedules E and F (Perpetual Investment Fund), Director Crowell reviewed various aspects of this fund, noting that investments total \$13.2 million at cost.; the total income at September 30 was \$278,265, however, capital gains remain a challenge. Lastly, she noted that in line with the Toronto Stock Exchange, the fund has increased by 4.5%.

It was moved by Deputy Mayor Bill Boyd and seconded by Councilor Bernie Cooper

that the report from the Director of Finance be received.

MOTION CARRIED

Points from Discussion

- The high outstanding taxes is as a result of one large property owner, however, this should be rectified soon.
- The delay in tax due date to October 15, has not affected the amount of taxes received.

(2) Projections Report

Director Crowell submitted a Projections Report as of October 31, 2010 and stated that at year-end, the Town could realize a deficit of \$6,500. She outlined various aspects of the report that substantiated that figure.

It was moved by Deputy Mayor Bill Boyd and seconded by Councilor Nola Folker-Hill

that the Projections Report be received.

MOTION CARRIED

Points from Discussion

- With 58% of the year gone, a deficit of \$6,500 is a good position to be in.

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(b) Planning and Development

(i) Director's Report

Director Gentleman reported that there were 7 permits issued for September, for a total building value of \$916,700, thereby, bringing the yearly total to \$6,605,326.

She also outlined some of the activities taking place in the Planning Department, noting that with the Centre Square Lease Renewals, the TD bank has asked their head office to review the lease with their lawyers. She added that discussions have taken place regarding extending Acadia Drive; a permit has been received for the construction of the new Access NS building on Park Street; and she has been reviewing the Signage Bylaw. As part of the GIS assessment, she is reviewing the system for issuing permits and the tracking of work which is done in relation to the development permits, as it relates to the building code. In addition, she added the number of meetings she has attended.

It was moved by Councilor Mark Pearl and seconded by Councilor Nola Folker-Hill

that the report from the Director of Planning and Development be received.

MOTION CARRIED

Points from Discussion

- The statistics on permits was not included at this point due to some technical glitches.
- The old Crows Nest Golf Course development has not been moving forward, however, an indication was that next year might be the start date.
- The new Access Nova Scotia building will have space for rent when construction is complete.

(c) Parks and Recreation

(i) Director's Report

A report from Director Phillips noted that work continues on the rotary clock and a granite base is being designed to give the clock a sense of prominence and protection from vehicular traffic and snow ploughing. With the four faces on the granite base, there will be acknowledgement of the Rotary Club, perhaps of Town Council, and the Town's 125th anniversary.

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In addition, he added that the conference delegates have been registered; green space development is being looked at on the Cornwallis River by a landscape architect for the library site and this is expected to incorporate benches, look offs, and signage, and will be a “connector trail” to the Ducks Unlimited site.

With community development, the Business Expo will see about 80 people for dinner – about 20 booths set up and attendance by the Business Administration class from Kingstec for the panel discussion and guest speaker.

Seasonal advertising is underway, and rebranding is being done; an anniversary logo is being designed and choices will be given to Council for decision; the Torchlight Parade will take place on November 25. Also, the indoor walking facility has opened for walkers and this is always a popular colder weather activity.

Director Phillips noted that he attended an EMO conference last week which dealt with event management (i.e. Canada Games). With the heavy rains currently being experienced in our area, he advised that response has been primarily in water management and this has been handled by Town staff.

It was moved by Councilor Nola Folker-Hill and seconded by Deputy Mayor Bill Boyd

that the report from the Director of Parks and Recreation be received.

MOTION CARRIED

Points from Discussion

- The indoor walking facility is closed this week, as new lights are being installed.
- At the old Police Station/Library (which was a centennial project for the Town) a time capsule has been buried and should be removed. It might be included in the granite base of the new clock.
- The time capsule was installed in 1986, and was meant to be opened in 100 years.
- Any additional time capsule which contains electronic information should include the technical devices which will allow playback. The capsule should also be water and weather proof.

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(ii) Community Development Issues

Director Phillips reported these issues had been addressed in his main report.

(d) Police

(i) Chief's Report

Police Chief Mark Mander reported that November 25th will be the date of the next Board meeting, but as this date competes with the Torchlight Parade, another time may be needed. At that meeting, members will review the application forms for new citizen appointees, and their selections will be sent to Council with a recommendation.

Although the number of hours are reduced for foot patrols, this reflects some unavailability of staff due to the strike at the industrial park and absences due to deaths in families.

As requested by Council, additional statistics have been added on year-to-year comparisons and in most cases, these seem to be on par. The differences have been in the number of disturbances (due primarily from previous late night bar patrons) and the number of mental health situations which have increased. Parking tickets will be similar to last year, although the parking control officer was away for 2 months this year. He added that, generally, tickets are not given to out-of-province visitors to the area, unless in violation of a handicapped parking zone.

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

that the report from the Chief of Police be received.

MOTION CARRIED

Points from Discussion

- Mayor Corkum wanted to go on record in saying that visitors to our town should not be given parking tickets.
- Some merchants are concerned about Christmas shoppers to Kentville (who are from out of town) who might be ticketed, and thought there should be some flexibility.
- If merchants want to help with the payment of the ticket (because the person has been longer than 2

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hours at their establishment) this might be arranged between the merchant and shopper.

- Perhaps the Police Board meeting could be held around noon, with lunch brought in.

(Councilor Bernie Cooper asked to be excused for 20 minutes at 3:22 p.m.)

(ii) Recommendation: Appointment of Parking Ticket Administrator

Police Chief Mander reported that Council must make a formal resolution of Council to appoint Gideon Travis as the Parking Infraction Ticket Administrator and a sample resolution was prepared by the Town's solicitor.

Therefore, it was moved by Deputy Mayor Bill Boyd and seconded by Councilor Mark Pearl

Recommendation to Town Council

that a recommendation be made to Town Council that be it resolved that Gideon Travis be appointed as Parking-Infraction Ticket Administrator pursuant to the Summary Proceedings Act, commencing immediately and continuing until his retainer with the Town ceases.

MOTION CARRIED

Points from Discussion

- Tickets cannot be cancelled just because someone complains. However, the ticket administrator can cancel a ticket if he agrees that he made a mistake in issuing it.
- The only recourse for people getting a ticket would be for them to take the matter to court, where a judge would determine whether or not it is a valid ticket.
- The amount of money that an individual spends, while getting the ticket, does not justify cancelling the ticket.
- The Motor Vehicle Act gives the police department the ability to have that fine noted on their driver's license.
- The businesses could get together and create a pool of money for the purpose of paying tickets on behalf of parking violators.
- The concept of issuing tickets is to discourage people working in the downtown from using the parking spots that their customers need.

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- If there is a person complaining about the ticket and there appears to be some other issues involved, than that person can speak with the Chief Administrative Officer.

(iii) Board Report

Councilor Cooper was not available to report, however, Vice Chairperson Folker-Hill reported that there would be a Board meeting at 12 noon on November 25th.

(e) Transportation Services

(i) Director's Report

Director Greg Kehoe reported as of today, Public Works staff has been monitoring the rising water in the River and streams. On West Main Street, a screen has been put in to collect the leaves, however, this is backing water up, so has been removed temporarily. Water is being pumped in the Cornwallis River. He added that Public Works staff continue to be busy with road and sidewalk repairs, street sweeping, signage, ditching, pumping out catch basins and line painting. Capital projects continue, as does equipment preparation for the winter months. He highlighted the progress being made on some of the capital construction projects and noted that work continues on the regional sewer system, with another committee to be formed to review the terms of reference and the regional sewer agreements. The next meeting for the Regional Sewer Committee will be on November 18

It was moved by Deputy Mayor Bill Boyd and seconded by Councilor Tony Bentley

**that the report from the Director of
Transportation Services be received.**

MOTION CARRIED

(f) Water Commission

(i) Directors Report

Director Greg Kehoe reported that in addition to regular monitoring and maintenance, Water Commission staff have repaired a solenoid valve which was detected through a decrease in water volume and 120 disconnect notices were delivered for non-payment of bills, some of which have since been paid – others have been disconnected.

A new well is being drilled at Mitchell Avenue; and

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investigation on a water distribution line at a property on Park Street has been carried out; work was done at the Cornwallis Inn, as a result of some scenes being shot by a television production company, where the fire hydrant and ground wire were affected; a water break was repaired on Applecrest Drive; a successful audit with the Department of the Environment was carried out on chlorine residual testing; and hydrant flushing continues until the colder weather prohibits this program. The next Water Commission meeting will be on November 23.

It was moved by Councilor Nola Folker-Hill and seconded by Councilor Eric Bolland

that the report from the Water Commission be received.

MOTION CARRIED

Points from Discussion

- Although there had been 120 disconnect notices from last month, this is an average amount.
- The movie company did not do any damage to the fire hydrant and there was no problem, just a need for a small amount of maintenance.

(ii) Commission Report

Mayor David Corkum had nothing further to report.

(g) (i) Chief Administrative Officer's Report

CAO Robicheau reiterated some items on his written report, noting that he has been working on the Kentville Futures Site RFP; has notified NS Business Inc (Annapolis Valley Regional Industrial Park) that the Town would not be able to pursue the purchase of the undeveloped land at this point due to the costs of the water line extension; and he has been generating dialogue on stimulus projects that might require funding. The RDA will have some inter-municipal discussion regarding industrial lands and the legalities of this arrangement are being investigated.

With the KPSC, the CAO group will meet on November 15 and a schedule will be submitted to the chairman to get the projects moving forward. An application is being prepared to support a municipal intern for the Kings Partnership Steering Committee and this should provide some much-needed administrative support.

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CAO Robicheau added that he met with the Executive Director of the RDA and has discussed the review and assessment of the downtown vitality; has met with Deputy Mayor Boyd of the Fire Governance Committee, regarding Walsh and Associates work on the position of the Fire Chief, and reported that a meeting will take place with the Town of Bridgewater regarding joint bargaining for PANS.

It was moved by Councilor Tony Bentley and seconded Councilor Nola Folker-Hill

that the report from the Chief Administrative Officer be received.

MOTION CARRIED

Points from Discussion

- The Municipal Intern position should (if approved) begin before the end of this year and that individual may be positioned here at the Town of Kentville initially, with some rotation to the other units.
- There has been no response from the County's CAO regarding the terms of reference for the County's Building Committee appointment.

(ii) Town Clerk's Report

Town Clerk Carol Harmes reported that her work continues with the review of current policies and bylaws; committee meetings and associated work continues as does preparation for other projects. She noted that the preliminary report on the School Board election results has been received and indicates the election of Nancy Bigelow-Acker to the vacant position.

It was moved by Councilor Bernie Cooper and seconded by Councilor Tony Bentley

that the report from the Town Clerk be received.

MOTION CARRIED

NEW BUSINESS

(a) Deputy Mayor – 2010-2011

Mayor David Corkum reported that as per the *Policy Statement G-19 – Appointment of Deputy Mayor*, this annual position is being brought forward once again.

It was moved by Councilor Mark Pearl

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that Bill Boyd be nominated for the position of Deputy Mayor.

(He accepted the nomination.)

It was moved by Councilor Bernie Cooper

that Councilor Nola Folker-Hill be nominated for the position of Deputy Mayor.

(She accepted the nomination.)

As there were no further nominations from the floor, Mayor Corkum called that nominations cease and each candidate was given the opportunity to express their views on the position of Deputy Mayor's position. Following this, a secret ballot was called and scrutineers, Solicitor Peter Muttart and Police Chief Mark Mander were appointed.

Following the scrutineers' count, Bill Boyd was declared as Deputy Mayor for the term 2010-2011.

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

that the ballots be destroyed.

MOTION CARRIED

Recommendation to Town Council

(Note, These election results will be recommended to Town Council at its next meeting.)

(b) Council Remuneration

CAO Robicheau reported that two policy statements currently address the issue of Council's remuneration – one regarding the allowance provided to elected officials and the other for general expenses, such as high speed internet and mileage for inside county travel. He suggested that blending these expenses together would eliminate a lot of the administration currently required and would simplify the process.

CAO Robicheau suggested that amendments be made to both the taxable and tax-free portions of council's remuneration policies and that he would bring forward these amendments in a new remuneration policy which could be

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put in place for the new calendar year. These changes would eliminate those questionable items on income tax, as to which are taxable or non-taxable items.

It was moved by Councilor Eric Bolland and seconded by Councilor Tony Bentley

***Recommendation to Town
Council***

that a recommendation be made to Council that the CAO be given direction to amend the Remuneration Policy, so as to simplify the process.

MOTION CARRIED

(Note: Mayor Corkum left the meeting at 4:05 p.m. and Deputy Mayor Boyd assumed the chair for the remainder of the meeting.)

(c) Race Relations and Anti-Discrimination

Councilor Mark Pearl stated that about a year ago, Town Council debated its involvement in an initiative regarding race relations and anti-discrimination and at that time. The outcome at that time, however, was that Council was not in the position to move forward, as the financial commitment was uncertain and it was felt that the project might involve a lot of staff time. Further, Council agreed that the policies adopted by the Town clearly addressed the issue of discrimination.

Unlike the Town, however, the County of Kings became part of this program, and has been a leader in the success of bringing these issues to the public, as part of a wider initiative by UNESCO. Councilor Pearl felt that Council should reconsider its past position and should become involved, even though it is not in the financial position to lend support in that regard, it should, at the very least, adopt the common declaration to join the coalition and endorse the statements.

It was moved by Councilor Mark Pearl and seconded by Councilor Eric Bolland

***Recommendation to Town
Council***

that a recommendation be made to Council that the Town adopt the declaration regarding anti-racism and discrimination, as attached

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Points from Discussion

- FCM asked municipalities to join this coalition a year ago, and it has been an inspiring success story.
- This allows for some systematic review of policies and practices.
- Commitment to this may involve a lot of work so the expectations should be determined beforehand.
- Deputy Mayor Boyd reported that according to other municipalities, involvement would not appear to be costly for time and money.
- Support of the fundamental values would be required.

(d) Letter of Congratulations

Councilor Mark Pearl reiterated that over the weekend an election was held to fill a vacancy on the Annapolis Valley School Board and it might be in order for the Town to write a letter of congratulations to the newly elected member.

Therefore, it was moved by Councilor Mark Pearl and seconded by Councilor Tony Bentley

Recommendation to Town Council

that a recommendation be made to Town Council that the Mayor write a letter of congratulations to newly elected AVRSB member, Nancy Bigelow-Acker, and further, that he asks her to appear before Council on an annual basis, to provide an update from the Board.

MOTION CARRIED

Points from Discussion

- The letter should be sent out when the formal results from the election have been established.
- Perhaps all candidates should be thanked for their participation.

(e) Cornwallis River Dyke

Councilor Mark Pearl circulated an article from the Kentville Advertiser, regarding flooding of Meadowview. He noted that there are several discrepancies in this article, and it is misleading and needs to be addressed in a public forum. There has been full disclosure of information with the County, and in fact, the Town's own environmental and engineer consultants attended a meeting at County Council

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to share the information with them and to address any concerns.

Points from Discussion

- Public meetings were held on the installation of the dyke, with the consultant on hand, at which residents from Meadowview and councilors from the County were in attendance.
- The CAO also attended a meeting of County Council to answer questions regarding the dyke, and he advised that the impact of the dyke on other areas would be minimal.
- The County installed a dyke along their own property but no body from the town or public were notified.
- Although these comments are detrimental to the Town, it must build a better rapport with the County than experienced over the last many months.
- There are two choices here – write a rebuttal to the County or share the correct information with the public. Perhaps the press could be called upon to assist.

It was the consensus of Town Council

that a Press Release would be prepared by the Mayor which would share with the public, the communication, held between the Town and the County, regarding the impact that the construction of the dyke would have on the surrounding area.

ALL AGREED

(g) Street Name

Councilor Pearl withdrew this item, pending approval of the Town's new policy on street-naming.

CORRESPONDENCE

(a) ABF Connelly – DU Park

A letter from Dr. Connelly noted that his concerns over the spring and summer months, regarding partying and possible trespassing and vandalism to his property, have been alleviated by some proactive work done by both the Parks and Recreation Department and the Police Services.

Members of CAC agreed to allow a Special Council Meeting following this meeting, for the discussion and approval of a Guarantee Resolution with Valley Region

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Waste-Resource Management.

It was moved by Councilor Eric Bolland and seconded by Councilor Tony Bentley

that a Special Council Meeting be held following this meeting of CAC to deal with a Guarantee Resolution with Valley Region Waste-Resource Management Authority.

MOTION CARRIED

ADJOURNMENT

It was moved by Councilor Eric Bolland that the meeting adjourn at 4:35 p.m.