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# Council Advisory Committee

## MINUTES

**September 13, 2010 – 1:30 p.m.**

### PRESENT

Mayor David Corkum, Deputy Mayor Bill Boyd, Councilor Bernie Cooper, Councilor Tony Bentley, Councilor Nola Folker-Hill (arrived at 3:07 pm: ), Councilor Eric Bolland, Councilor Mark Pearl, CAO Keith Robicheau, Town Solicitor Peter Muttart and Town Clerk Carol Harmes

Director Debra Crowell, Director Mark Phillips, Director Bev Gentleman, Director Greg Kehoe

### CALL TO ORDER AND ROLL CALL

Mayor Corkum called the meeting to order at 1:30 p.m. and CAO Robicheau reported that all members of Council were present, with the exception of Councilor Folker-Hill who will be arriving later.

### 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 Councilor Tony Bentley and seconded by Councilor Eric Bolland

**that the agenda be approved with the addition of  
5(c) Real Estate Signs  
8(a) Apple Tree Foundation– Kings Regional  
Rehab Center**

**MOTION CARRIED**

### PRESENTATION

None

### APPROVAL OF THE MINUTES

**(a) July 12, 2010**

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

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

**MOTION CARRIED**

### BUSINESS ARISING FROM THE MINUTES

**(a) Policy Statement G57-Committees of Council**

Town Clerk Carol Harmes gave an update on the status of the Town’s committees, commissions and boards, noting

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that Council approved a motion in April of 2010 to eliminate specific committees which were seen as unnecessary in the decision-making process. To support this structural change, a policy was created and was presented for adoption.

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 Town Council that Policy Statement G57- Committees of Council be adopted.**

**MOTION CARRIED**

Points from Discussion

- With the elimination of many committees, there will be a disproportionate commitment by some councillors, especially those who serve on some outside agencies.
- Although the Finance and Administration Committee has been removed from these Standing Committees of Council, there is still the need for this group to address issues with the CAO, but perhaps this can be done on an ad hoc basis.

**(b) MOU Friends of the Library**

CAO Robicheau reported that he has recently spoken with Francis Newman, who feels that there will be some changes to the proposed MOU and asked if the Town could grant an additional time period to allow for this.

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

**that the MOU with The Friends of the Library be tabled until the next CAC meeting**

**MOTION CARRIED**

**(c) Real Estate Signs**

Deputy Mayor Boyd stated that he expected that a report on this type of signage around Town would be brought to CAC in the fall. The Director of Planning and Development Bev Gentleman stated that although this type of off-site advertising is not permissible in the Town's Sign Bylaw, past practice has allowed real estate signs for Open Houses or a generic sign indicating that property is for sale in an area. Past councils have not wished to hamper development

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nor the sale of property and therefore, these off-site signs were permitted.

The concern has been that a number of personal signs, of various shapes, sizes and design, have been popping up, and these have added to the “sign pollution” of Town.

In supporting this philosophy, it was agreed that only one generic sign would be placed on Town property (off site from the property for sale) and this could not advertise a particular real estate company

Points from Discussion

- Usually these signs are up for only a short period, however, a time limit could be imposed.
- Some Kentville businesses advertise off site and this type of advertising is a necessary part of their marketing. Therefore, the Town should not be hampering businesses that are trying to do business in Kentville.
- There are a number of off-site signs on lamp posts, which are unsightly and/or out-of-date and create a type of pollution in Town.
- Some of these posters and off-site signs will be taken down by Public Works staff.
- In those instances where advertising mentions businesses with known addresses, letters could be sent, asking them to remove the signage.
- Of real concern are the metal fasteners (staples, nails, etc.) used on poles, as these can be very dangerous for workers, climbing the poles.

**DEPARTMENTAL  
REPORTS**

**(a) Finance**

**(i) Director’s Report**

Director Crowell reported that first quarter utility bills were due on August 24<sup>th</sup>; the final tax bills are due on October 15<sup>th</sup>; several upper level government reports were tabled; and reports on the Capital Investment Plan and Requests for Federal Payments in Lieu of Taxes will be submitted in September.

In addition, she noted that Schedule A (revenue), with a benchmark of 42% of the budget, shows that the overall revenue is below average; Schedule B (Expenses) shows expenditures below average, although some departments have exceeded this because of annual payments and bulk

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ordering. With Schedule C (Summary of Outstanding Taxes), as of August 31, 94.7% of the total interim tax levy has been collected.

On Schedule D (Sanitary Sewer Area Service), with a benchmark of 25% of the budget used, overall revenue is slightly under this amount. The large expenditures noted relate to sewage treatment and disposal. With this, and payment of insurance premiums and principal debt repayment, a surplus of \$5,285 is currently reporting.

With Schedules E and F (Perpetual Investment Fund) investments total \$13.2 million at cost and \$12.8 at market. It appears that interest income and dividends will meet the budget figure of \$550,000, although generating capital gains will be a challenge in the current market.

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

**that the report from the Director of Finance be received.**

**MOTION CARRIED**

**(ii) Debenture Funding – Fall 2010**

Director Crowell reported that debenture funds will be issued this fall and that the Town required funding for several Temporary Borrowing Resolutions, which total \$224,200. She prepared the appropriate pre-approval resolutions and presented a recommendation for approval.

It was moved by Deputy Mayor Bill Boyd and seconded by Councilor Mark Pearl

***Recommendation to Town  
Council***

**that a recommendation be made to Council that the attached resolutions for Pre-approval of Debenture Issuance be approved as follows:**

Various	TBR09/10-01	\$39,200
Streets	TBR95/96-01	\$68,800
Streets	TBR95/96-02	\$58,100
Park St. Paving	TBR 97/98-03	\$58,100

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**(iii) Request for Tax Reduction – Policy G37**

At a recent meeting of Council Advisory Committee, Director Crowell reported that under the authority of this policy, Council has the capacity to relieve a property owner of a portion of the property tax, due to the land becoming unusable because of a fire, storm or flood. A property at 79 River Street (AAN 00229946) owned by Bruce Beaton was damaged by a fire in December 2009 and the owner is now applying for a reduction in property taxes.

However, in order to process this request, the Building Inspector must confirm that the building is unusable due to fire, and then Property Valuation Services Corporation must provide a new valuation of the property.

Director Crowell proposed that the request be pursued and therefore, it was moved by Deputy Mayor Bill Boyd and seconded by Councilor Bernie Cooper

***Recommendation to Town  
Council***

**that a recommendation be made to Council that the requirements outlined in *Policy G37-Tax Reduction – MGA (Section 69A)* be applied to the property at 79 River Street (AAN00229946), currently owned by Bruce Beaton.**

**MOTION CARRIED**

**(iv) TBRs – Various, Water and Sanitary Sewer**

Director Crowell reported that Temporary Borrowing Resolutions are being brought forward for various capital programs (Town, Water and Sanitary Sewer) to fund 2010-2011 capital infrastructure construction, and asked that these be approved.

Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Eric Bolland

***Recommendation to Town  
Council***

**that a recommendation be made to Council that these Temporary Borrowing Resolutions be approved as follows:**

<b>TBR10/11-01 Various Purposes</b>	<b>\$1,496,900</b>
<b>TBR10/11-02 Water</b>	<b>\$85,000</b>
<b>TBR10/11-03 Sanitary Sewer</b>	<b>\$150,000</b>

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**(v) Projections**

Finance Director Debra Crowell submitted a report on the Projections to March 31, 2011 and noted that overall expenses are projected to be over \$7,200 and the Town's Operating Funding is currently reporting a surplus of \$6,400. She expounded upon various aspects of the Operating Fund for the departments, and noted some of the revenue sources which are currently over budget, like the NS Power HST rebate, street sweeper rentals, and so on.

Following this report, it was moved by Deputy Mayor Bill Boyd and seconded by Councilor Bernie Cooper

**that the Projections Report be received.**

**MOTION CARRIED**

**(vi) Audit Quotation**

Director Crowell reported that the agreement for audit services with Grant Thornton LLP and the Town has expired and the Town must engage an external auditor for the next 3 year term.

She added that past experience has shown that when RFPs have been called for, very few applications are received, and with the last release, only the incumbent replied. Therefore to reduce the costs associated with this task, she has asked Grant Thornton, LLP to provide a quote for services for the next three years.

Subsequently, Darrell Richards, a partner of Grant Thornton LLP, indicated that this firm would provide the same audit services as it has in the past, identifying the staff and the work schedules required. Director Crowell endorsed the engagement of this firm, stating that it has provided excellent service over the past 2 terms (6 years) and that staff has not only been very professional, but approachable, responsive and easy to work with.

She pointed out that the costs relating to this services reflects the standards required and the complex environment associated with the auditing process, and because of this, the firm's fees would see an increase of approximately 40%

In comparing the fees, Director Crowell carried out a survey

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of 13 municipalities and from this has determined the average to be \$22,111. Therefore, this increase does not appear to be out of line.

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

**that a recommendation be made to Town Council that it accepts the audit fees proposed by Grant Thornton LLP (as denoted above) for the years ended March 31, 2011, 2012 and 2013.**

**MOTION DEFEATED**

It was moved by Councilor Mark Pearl and seconded by Deputy Mayor Bill Boyd

**that this issue be further addressed in camera.**

**MOTION DEFEATED**

Following a vote on a challenge to over rule the decision of the chair (which was to discuss this issue in a public forum) it was determined that the Chair's decision would remain.

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 Director of Finance prepares Requests for Proposals for the provision of audit services to the Town of Kentville.**

**MOTION CARRIED**

Points from Discussion

- This issue should not be discussed In Camera, as the citizens have the right to know why Council has rejected the Finance Director's recommendation.
- Grant Thornton, LLP is interested in retaining the Town account, and have offered some services which are not recovered financially.
- There are other companies in Kentville, or even outside of town, which may be able to provide this service at a lesser cost.
- It would be preferable to use a local firm, rather than go into the city.
- Some of the smaller local firms have not shown any

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interest in the Town's account in past years.

- The Town must be responsible to the public and accepting the increase in fees without going to tender would be unacceptable.

**(b) Planning and Development**

**(i) Director's Report**

Director Gentleman reported that there were 9 permits issued for July and 10 issued for August, for a total building value of \$2,436,000, thereby bringing the year total to \$5,120,325.

She added that the department addressed a number of unsightly premises calls; it continues to work on the Centre Square Lease Renewals; and has worked on the application for a new road to facilitate the proposed new Access NS facility on Park Street. In addition, there have been a number of individuals interested in rezoning proposals.

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

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

**MOTION CARRIED**

Points from Discussion

- The Centre Square lease arrangement involves the Town assuming care of the property (snow ploughing, paving, etc.) in return for the property being used for parking.
- The land-swap for the Catholic Church is not ready yet, due to a number of encumbrances on the property, however, the proposed expropriation would resolve these issues.
- A resolution should be made for CAC to recommend expropriation to Council.
- A survey must be completed before the resolution for expropriation is done, or the recommendation can be subject to surveys completion .
- This is a friendly expropriation, to determine the title of land and therefore, all parties were in favour.
- The most efficient way to complete this transaction is to expropriate, as the trustees originally named, are no longer available, and there are a number of "tags" on the title which need to be cleared up.

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**(ii) Committee Report**

Councilor Mark Pearl had nothing further to report.

**(c) Parks and Recreation**

**(i) Director's Report**

A report from Director Phillips indicated that the arena winter programs are being arranged, as is work on the new lights, heat recovery system etc. The old Zamboni may be purchased by East Hants; the pool was closed on August 27<sup>th</sup> because the staff and lifeguards returned to school; the 150 baskets in the downtown over the summer will be taken down soon and these received a mix of public comments. The Ducks Unlimited project is up and running and has been warmly received by the public, although some signage and recycling stations will be installed.

Special events and programs have concluded with good turnout; Councilor Bolland has offered to work on a 1 mile Road Race; the arrival of the Rotary Clock is expected soon and everything is in place for its installation; plans for the Harvest Festival are underway (October 2) and information is being prepared and should be distributed soon. With the request from some residents of Bonavista subdivision to build pathways, a reply has been received and their financial commitment will be verified shortly. Lastly, preparations are always in place for EMO situations relating to hurricane season.

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

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

**MOTION CARRIED**

**(ii) Community Development Issues**

Director Phillips reported that Lindsay Young and Lindsay Pearl worked on a number of initiatives over the summer. The Business Directory has been updated and can be accessed through a link from the Town's website. Also, the community yard sale, movie nights and street festival were successful; the Kentville business brochure is in print and will be handed out at tourist bureaus, hotels, etc. Research is being done on waste receptacles and information on sorting needs will be clearly stated. A KCDC meeting is scheduled

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later in the month.

A business expo will be held once again and details will follow regarding this; the farmer's market study has been received and this will be presented to KCDC; the VIC numbers are in and perhaps at the next CAC meeting, this could be on the agenda. A decision should be made by November or December regarding the current location, as the lease needs to be reconsidered.

**(iii) Committee Report**

No report.

**(d) Police**

**(i) Chief's Report**

Chief Mander reported that a meeting will be held on September 30<sup>th</sup> and that Chairman Bernie Cooper attended the Canadian Association of Police Boards Conference in August. He added that there were 71 hours of foot patrol in June, 67 hours in July and 71 hours in August, in addition to 392 calls to dispatch after hours in July and 396 calls in August. Other statistical information was included in the report, including the fact that 77 parking tickets were issued in July and 74 in August.

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**

**(ii) Board Report**

Councilor Cooper reported that there will be a Board meeting on September 30<sup>th</sup>.

**(e) Transportation Services**

**(i) Director's Report**

Director Greg Kehoe reported that public works crews continue to be busy with street and sidewalk maintenance and therefore, were relieved to see that Hurricane Earl did not create any damage to our area. Capital Construction Projects continue with sidewalk construction on the north side of Main Street from Aberdeen to Cornwallis Street. This has resulted in a safer pedestrian walking area. A new sidewalk has also been installed on Station Lane, new

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asphalt laid on Crescent Avenue, concrete curbing and reconstruction on Glenview Avenue (from School to Park Street) with further paving and landscape work, and the installation of two culverts completing this work.

Other work is being done on West Main Street, the Connector Road between Park and West Main Streets, the West Main Street culvert and pumping station, the Kentville Trail system, sanitary infrastructure replacement on Academy Street and some milling and paving near the Industrial Park, on Chester Avenue and in other areas around Town.

With the Regional Sewer System, the 2010-2011 Operating and Capital Budgets have been passed, and another meeting is scheduled for September 16<sup>th</sup>. Work continues on the performance review being done on the lagoon.

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

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

**MOTION CARRIED**

*(Note: Councilor Folker Hill arrived at this time - 3:07 p.m.)*

Points from Discussion

- A sidewalk will be installed along the connector road between Park Street and West Main for pedestrian safety.
- A number of community notices on the radio helped motorists to navigate around Town during the heavy construction work being done.

**(ii) Committee Report**

Deputy Mayor Bill Boyd had nothing to report

**(f) Water Commission**

**(i) Directors Report**

Director Greg Kehoe reported that a meeting was held on June 8<sup>th</sup> at which time the Capital and Operating Budgets were approved. The next meeting set for September 21.

Water Commission staff has been busy with 120 disconnect

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notices delivered; the water meter replacement program has begun; an annual inspection on the pressure reducing valve chambers was conducted; water, sewer and storm sewer lines were installed for a new development in the Industrial Park; an increase in the volume of water will be supplied to a chicken processing plant when the expansion has been completed; work was done on a water service at the end of West Main Street (used for irrigation of the soccer fields); and annual maintenance was completed to the analyzers that measure the parameters of the Town's water on the monitoring system.

Also, work was done at Kingstec on their valves to the main line and a water meter will be later replaced; new water hook ups have been done; some work has been done of the wells and pumps as their "life expectancy" has been reached; a new water line was installed on Brook Street; boxes and rods of all water services on north Main Street were installed under the new sidewalk and two students have been helping with mowing and painting fire hydrants.

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

**that the report from the Water Commission be received.**

**MOTION CARRIED**

Points from Discussion

- Although the numbers of disconnects are fairly consistent, some citizens are facing financial hardship and this may be reflected in the numbers.
- Some users in the Industrial Park were given an extension of time to allow them to deal with their discharge into the sanitary sewer system.
- Some of these clients have found some economies and efficiencies on their own, thereby reducing discharge.
- A report should be made at the next meeting of CAC on what improvements these Industrial Park users have made regarding discharge.

**(ii) Commission Report**

Mayor David Corkum had nothing further to add.

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

CAO Robicheau reiterated some items on his report, noting

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that there has not been a great deal of activity on the Kentville Futures Site over the summer, the Director of Planning and Development fielded some calls on the smaller lots; the NS Power Thermal Demonstration Project has been discontinued due to loading issues, however, the Town has proposed either the Police Department or the Fire department as possible candidates. The Police Department with its in-floor radiant heat might be a first choice. It might be necessary to arrange a funding agreement for this work to streamline it somewhat.

There will be a follow-up on the ACA development and the unserviced and undeveloped pieces of land in the Industrial Park at an In Camera meeting later this evening

The Kings Partnership Steering Committee met and plan to bring forward all the issues previously identified, as the educational funding issue has now been addressed.

The Working Group of the Valley Waste Resource Management presented a recommendation to the Board however, this was rejected and therefore, he, as a member of the Working Group, will no longer work on that project. SAC meetings resumed last week; time has been blocked out for discussions on the PANS Agreement and Ron Pink will be used as a common negotiator. Truro has a tentative agreement with PANS and more will follow on this issue.

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

**that the report from the Chief Administrative Officer be received.**

**MOTION CARRIED**

**(ii)Town Clerk's Report**

Town Clerk Carol Harmes reported that work on the new Human Resource Policy and the Standard Operating Procedures relating to this has reached a point of cleaning up some items and then proceeding to the next review process. She will be attending the AMA Convention in October, has continued work on the Bylaws and Policy Statements for the Town and has drafted A Reference Guide for Council. Lastly, she reminded Council of the UNSM Conference in October and noted that the program and registration is expected this week.

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

**that the report from the Town Clerk be received.**

**MOTION CARRIED**

**NEW BUSINESS**

**(a) Chapter 6(A) Committees and Boards Bylaw**

Town Clerk Carol Harmes reported that this particular bylaw is very much out-of-date with references to non-existing committees, and procedures which are currently not practised. Further, with the proposed adoption of Policy Statement 57 – Committees of Council, this bylaw would be considered redundant. She added that the solicitor concurs that the appeal process could begin.

Therefore, 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 First Reading be given to rescind Chapter 6(A) Committees and Boards Bylaw.**

**MOTION CARRIED**

**(b) Chapter 31 Kentville Recreation Committee Bylaw**

Town Clerk Carol Harmes reported that this particular bylaw is another which is very out-of-date and references operational practices which are no longer carried out. The solicitor commented that the document appears to have pre-dated a time when an actual department existed, and concurred that it could be appealed.

Therefore, it was moved by Councilor Nola Folker-Hill and seconded by Councilor Tony Bentley

*Recommendation to Town Council*

**that a recommendation be made to Town Council that First Reading be given to rescind Chapter 31 Kentville Recreation Committee Bylaw.**

**MOTION CARRIED**

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**(c) Approval of Street Expansion (Belcher Street,  
Webster Court)**

Director Bev Gentleman reported that as the *Municipal Government Act* provides authority to Council to expand a street, she has prepared a recommendation regarding Belcher Street, in which Parcel TK-3 (a 374.7 square foot parcel of land) is added for expansion.

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 Council that Parcel TK-3 be added to Belcher Street, as shown on the Plan of Subdivision by Cyr Surveys Limited, Plan # S-1-2010-073-2.**

**MOTION CARRIED**

Director Gentleman further added that the new street which provides access from Webster Court to Justice Way does not meet the required 50 foot right-of-way for a legal street. Adjacent property owner, Stephen Healy Investments Limited has agreed to lease a 15 foot easement and the director has made a recommendation to that effect.

Therefore, it was moved by Councilor Eric Bolland and seconded by Councilor Bernie Cooper

***Recommendation to Town  
Council***

**that a recommendation be made to Town Council that Parcel A be added to Lot 1, town of Kentville, Webster Court, in exchange for the release of the 15 foot easement on the Stephen S. Healy Investments Limited property, as shown on a plan of subdivision prepared by Cyr Survey, Plan # S-1-2010-108**

**and further,**

**that council accepts the extension of Webster Court.**

**MOTION CARRIED**

Points from Discussion

- The street is currently in place and links Webster Court and Justice Way.
- The lot where the old Seneca Building stood (and was purchased by the Town) is only 45 feet wide.
- The Town will accept 5 feet of the Healy Property for the 15 foot right-of-way for their use.

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- The width of the asphalt will not be changed, only the right-of-way.

**(d) Council Pension Plan**

Councilor Mark Pearl brought this item before Council as he felt that the current Pension Plan does not benefit retired Council members. The funds in this plan are extended to age 90, from when a councilor begins to draw these funds. He suggested that an alternative could be found that stays within the guidelines set by the province, but allows another structure for this plan.

Deputy Mayor Boyd added that the life cycle of a councilor may be as little as 4 years, which means only a small amount of funding could exist in the plan. The current pension structure is not favourable to Council and some changes should be researched, that do not require additional funds to be paid in.

It was moved by Councilor Mark Pearl and seconded by Deputy Mayor Bill Boyd

***Recommendation to Town Council***

**that a report and recommendation be brought to a future meeting of CAC as to amendments of the Council's Pension Plan.**

**MOTION CARRIED**

Points from Discussion

- After one year of employment with the Town, employees must join the plan; Council members are eligible to join, as well.
- Perhaps a separate class can be established to cover Council.
- Staff might be in the best position to make recommendations for amendments, and when time permits, this work could be done and then brought in for discussion.

**(e) Election Signage (Federal/Provincial/Municipal)**

Councilor Mark Pearl stated that "sign pollution" does exist around election time and citizens become overwhelmed by the number of signs. He added that a limit on the number of signs permitted would eliminate some of the sign pollution and would also reduce the costs to the citizen in running for election.

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Director Gentleman reported that the Town's Sign Bylaw indicates the term that a sign can be in place, and further states that the property owner must give approval. This applies to all types of elections, however, does not limit the number of signs, and in some highly visible locations, the property owner might chose to allow all election candidates to erect a sign.

Points from Discussion

- The elimination of election signs would give the incumbent a huge advantage.
- Council wants new people on Council and limiting signage would put newcomers at a disadvantage.
- The amount of money being spent on signage can be prohibitive and a limit on signs would be more cost effective for people who may not have the money.
- Getting a candidate's message to the public should be done by going door-to-door, through a candidates' debate, facebook, etc.
- It would not be democratic to limit signage.

*(Note: The solicitor will research some of legislation regarding elections, and other references to signage in the town's LUB will be identified as well.)*

**(f) CP Lands – A Renewed Approach**

Councilor Mark Pearl suggested that Council take a different approach in the sale of the remaining property at the Kentville Futures Site. He felt that it might be timely to engage a commercial broker to handle this sale. Even though a lot of positive development has taken place, land still remains unsold and Council should take charge of this issue.

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

***Recommendation to Town  
Council***

**that a recommendation be made to Council to engage a brokerage firm to sell those portions of land that remain unsold, as part of the Kentville Future Site, and that the final sale of these lands rest with Council.**

**MOTION CARRIED**

Points from Discussion

- When the province issued a request for commercial leases, there were several expressions of interest in this property, but these didn't materialize. (i.e.

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Access Nova Scotia)

- Several calls are received on a regular basis and information is provided to the interested developers.
- The old RFPs received in 2004 were reviewed but some of the proposals would not meet the vision for downtown Kentville.
- A sign advertising the property is at that site, but advertising could be done beyond Kentville.
- The economic environment has affected development.
- If a brokerage company is engaged, Council must be very specific as to what it expects, and must understand fully what will be done and what the costs will be.
- A lot of information is now available on the remediation of this property and this is a comfort to many developers. Also, the surveying has been completed.
- If a broker is engaged, and a price is established on the property, the Town may find itself in the position of having to accept an offer that does not fit the vision of the development, unless specified.
- A call to both Kings Riverside Court and to Shannex might provide an update on their ability to move forward on their respective developments.
- Staff should come back with a recommendation that outlines what the agreement with the broker would involve.

**(g) Employee Appreciation (BBQ)**

Councilor Mark Pearl noted that this event has been held for the last number of years, but has not been organized yet for this summer. He felt that an outside event should be scheduled soon.

It was agreed that Councilor Tony Bentley and Councilor Eric Bolland would chair this event, which might be expanded to a Saturday and include more socializing. (i.e. washer toss game, farmers' golf)

**(h) Non – Smoking in All Public Places**

Deputy Mayor Bill Boyd brought this forward for discussion as the Town has taken the initiative of having no smoking in the town buildings and then later in recreational outdoor spaces. The current Provincial legislation states that a

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smoker must be at least 4 meters from an entrance to a building, and in adherence to this law, there would not be many places downtown that could accommodate smoking around their building. He suggested that perhaps an overall smoking ban be applied to public places.

Points from Discussion

- There are still smokers in the stands at Wildcat's Games.
- Smoking should be confined to a smoker's own private space.
- Enforcement would be a big issue, however, citizens might police this themselves.
- Foot patrols in the Town could be used to help educate the public and enforce a bylaw.

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 a bylaw be created to ban smoking in all public places (streets, rights of way, etc.) in the Town of Kentville.**

**MOTION CARRIED**

Points from Discussion

- Perhaps smoking areas could be designated.
- Provincial legislation and the Town's own bylaw should be enough to eliminate most of the smoking that would affect other citizens.
- A bylaw banning smoking may be difficult to enforce, however, the awareness aspect is the important thing to start with.
- The bylaw would have to be consistent with provincial legislation.
- If you are making laws, you must look at the practical issues of enforcement.
- Perhaps the business community should be involved in this discussion, or at the very least, take control over notifying the police department when people are smoking around their buildings.

**(i) Schedule for Mini Strategy Sessions**

Deputy Mayor Bill Boyd asked staff to bring some dates forward on which a series of strategy sessions could be held. These strategy sessions should be scheduled monthly for the

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next 6 months, and every other month leading into the busy spring and summer months. These dates could be brought back to the next meeting of CAC.

It was agreed that these meetings should be held in the afternoon.

**(j) Vacancy – Investment Advisory Committee**

CAO Robicheau reported that a vacancy currently exists on this committee, and as is the usual practice (because of the expertise required to handle the Perpetual Fund), individuals are sometimes recommended by the IAC. This committee has recommended an individual, and now the CAO is proposing Brian Smith as a candidate for this vacancy.

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

***Recommendation to Town  
Council***

**that a recommendation be made to Council that Brian Smith be offered a position on the Investment Advisory Committee to fill a current vacancy.**

**MOTION CARRIED**

**CORRESPONDENCE**

**(a) Apple Tree Foundation (Kings Rehab)**

A letter was received from this organization thanking the Town for help during a recent fund-raising event.

**ADJOURNMENT**

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

**that the meeting adjourns at 4:50 p.m. and that a Special Council meeting be held.**

**MOTION CARRIED**