

APPROVED AUGUST 27, 2007

COUNCIL ADVISORY COMMITTEE

June 25, 2007

PRESENT

Mayor David Corkum, Deputy Mayor Larry Honey, Councilor Dennis Kehoe, Councilor Bernie Cooper, Councilor Nola Folker-Hill, Councilor Mark Pearl, Councilor Eric Bolland (5:40 p.m.), CAO Bill Boyd, Solicitor Peter Muttart, Recording Secretary Carol Harnes

The meeting was called to order at 5:30 p.m. and CAO Boyd reported that everyone was present with the exception of Councilor Bolland, who arrived at 5:40 p.m.

APPROVAL OF THE AGENDA

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

that the Agenda be approved with the addition of:

7 (h) In Camera

7 (k) Police Maternity Leave Policy

7 (l) Municipal – Rural Infrastructure Fund

7 (m) July 1st Celebrations

MOTION CARRIED

PRESENTATIONS

none

APPROVAL OF THE MINUTES

It was moved by Deputy Mayor Larry Honey and seconded by Councilor Mark Pearl

that the Minutes of May 28, 2007 be approved with no errors or omissions.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

(a) Unsightly Premises

Several months ago, the Planning Department was asked to send letters to property owners of unsightly premises, urging them to carry out regular maintenance and clean-up of their property. However, during review, it was noted that the existing bylaw – *Chapter 30 - Danger and Unsightly Premises Bylaw*, is out-of-date and is not enforceable. The Town solicitor has noted that the MGA references Dangerous and Unsightly Premises, and that this does give the Town an avenue to proceed.

Points from Discussion

- Enforcement is a problem, especially as a Bylaw Enforcement Officer has not been hired to perform this

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function.

- If these unsightly premises are not corrected this summer, then painting and outdoor repairs will not likely be done during the winter, meaning that another year will have passed by.
- An Order could be served, stating that a particular property has been identified as “unsightly” as it is not up to the standards of the community, and that if this is not rectified then a penalty may be pending.
- It would be important to document these premises, with photos, etc.
- The old bylaw should be rescinded so as to eliminate any conflict or confusion.
- A letter will be drafted by the solicitor and the Town will send out copies immediately.

(b) Sewer Bylaw

Some months ago, Director Hal Henderson was asked to consider amendments to the proposed Sewer Bylaw, following its First Reading and a Public Meeting to hear concerns. He has proposed some changes which refer to concentration loads, surcharges and implementation. As some of the users of the system who would be most affected, have hired a consulting firm to deal with some of these issues, it was felt that an extension of six weeks would be required before the approval process could be continued.

(c) Round House

CAO Boyd identified a number of people who have written to show support of maintaining the roundhouse.

Points from Discussion

- There may be some additional individuals who may have written to other members of Council or staff, which may not have been included at this time.
- Many of the people were from out-of-town or were from special interest groups; some, however, offered their expertise regarding restoration of this structure and fund-raising.
- A petition was signed by over 200 “residents” who have identified themselves as being from Kentville, but in fact there were very few.
- There appears to be no funding identified and confirmed, with the exception of one person who has offered to pay \$100. Further, there appears to be no group or individual actively seeking funding to save this building.
- The building is unsightly and unsafe, and in fact some

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- children have recently been playing on the roof.
- Residents have been aware that the railroad left town some time ago and that for over 10 years work has been proceeding to clean up the property for another use.
 - The supporters of the round house have been advised that this CAC meeting would have been the opportunity to bring forth any new information.
 - The Town paid for an evaluation report on this structure and the recommendation was to have it demolished. It was agreed that the demolition would take place anytime after July 1st.
 - This span of time until July 1st is not very long, however would allow for groups to bring something positive back to Council.

FINANCE

**(a) Investment Committee – Fund Manager
Recommendation**

Director Crowell stated that the contract for the management of the Town of Kentville’s Perpetual Fund, which is presently held with National Bank Financial, ends on September 30, 2007. Therefore, in preparation for this, Requests for Proposals were advertised and closed on June 6, 2007. Five proposals were originally received, although prior to the interviews, one respondent withdrew his bid.

After much deliberation during the evaluation process, the Committee members could not come to a consensus, as they felt that there were a number of factors at play, all of which are vitally important to the safeguarding of public funds. As the Request for Proposals contained a “reservation” clause, the Investment Advisory Committee made four recommendations to address this dilemma.

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

***Recommendation to
Council***

that a recommendation be made to Council that subject to the approval of the Town’s solicitor, that

- **All tenders for investment services received, be rejected;**
- **An additional member be appointed to the Investment Committee;**
- **The current services of the incumbent be extended for a period of one year, to September 30, 2008;**
- **Another *Request for Proposals* is publicized in April 2008, allowing the Committee to go back to market.**

MOTION CARRIED

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NEW BUSINESS

(a) EMO Bylaw

CAO Boyd explained that as Chapter 73 - EMO Bylaw had never gone through the Bylaw approval process, and as some minor amendments were required as they related to the newly adopted REMO Bylaw, it was felt that First Reading for the adoption of this document would be in order.

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

Recommendation to Council

that a recommendation be made to Town Council that First Reading of the Emergency Management Bylaw – Chapter 73 be given.

MOTION CARRIED

(b) Recommendation for First Reading Amendments to Land Use Bylaw – Stiger Property – Chester Avenue

Director Bev Gentlemen prepared a report outlining the request to amend the Land Use Bylaw as it relates to amending the zoning on property owned by Aafji Annemarie Stigter of Chester Avenue, from Residential Future to Residential Single Family.

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

Recommendation to Council

that a recommendation be made to Town Council that Town Council gives First Reading to amendments to the Land Use Bylaw, which will allow for the rezoning of property owned by Aafji Annemarie Stigter, on Chester Avenue, from Residential Future and Residential Two Family, to Residential Single Family, for a portion of PID #552602258 and 55260224, and that a Public Hearing be held on August 8, 2007 at 7:00 p.m.

An amendment was proposed to change the date of the Public Hearing in order to allow for Council vacation. Further, as this month delay in the First Reading of these amendments would not delay the actual development, this amendment appeared in order.

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

that the Public Hearing for the amendment relating to the Stigter development (along with the following Brison development and Stoneridge development) be held on September 12th

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AMENDED MOTION CARRIED

(c) Recommendation for First Reading Amendment to Land Use Bylaw – Brison Sand and Gravel

Director Bev Gentlemen prepared a report outlining the request to amend the Land Use Bylaw as it relates to amending the zoning on property owned by Brison Sand and Gravel, known as PID #55247761, from Residential Future to Residential Single Family. This proposed development represents approximately ½ acre of land and is located at the end of Acadia Drive

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

Recommendation to Council

that a recommendation be made to Town Council that First Reading be held for the rezoning of the Land Use Bylaw to allow for the rezoning of Residential Future and Residential Two Family, for a portion of PID #55247761, and that a Public Hearing be held on September 12, 2007 at 7:00 p.m.

MOTION CARRIED

(d) Recommendation for First Reading Amendment to Land Use Bylaw – Stoneridge Properties

Director Bev Gentlemen prepared a report outlining the request to amend the Land Use Bylaw as it relates to amending the zoning on property owned by Kevin Saunders of Stoneridge Developments, from Residential Future to Residential Single Family. This property is known as PID 55261242 and 55290241.

Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Nola Folker-Hill

Recommendation to Council

that a recommendation be made to Town Council that First Reading be held for the rezoning of the Land Use Bylaw to allow for the rezoning of Residential Future and Residential Two Family for a portion of PID #55261242 and 55290241, lands owned by Kevin Saunders, Stoneridge Developments, and that a Public Hearing be held on September 12, 2007 at 7:00 p.m.

MOTION CARRIED

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(e) 2007-2008 Sanitary Sewer Capital

Director Henderson reported that the 2007-2008 Sanitary Sewer Capital Budget finances all capital projects and operating costs through its rate base, and that the sewer, which is pumped and collected through the mains in Kentville to the regional station, and then on to the treatment plant in New Minas, is funded through an agreement.

This budget allows for the completion of 3 capital projects for 2007-2008 - the completion of the sewer main on River Street, the renewal of the sewer mains and laterals to property lines on Crescent Avenue, and the replacement of the sewer pumps in the West Main Street Lift Station.

Therefore, it was moved by Deputy Mayor Larry Honey and seconded by Councilor Nola Folker-Hill

***Recommendation to
Council***

that a recommendation be made to Council that the Sanitary Sewer Capital Budget for 2007-2008 in the amount of \$138,000, along with those proposed budgets for years 2008-2009 and 2009-2010, be approved as attached.

MOTION CARRIED

(f) 2007-2008 Operating Budget

Director Hal Henderson reported that the Operating Budget for the year 2007-2008 is proposed for \$850,100, as compared to last year at \$702,500. This increase represents increased sales.

Therefore, it was moved by Deputy Mayor Larry Honey and seconded by Councilor Nola Folker-Hill

***Recommendation to
Council***

that the 2007-2008 Operating Budget for \$850,100 also be approved.

MOTION CARRIED

(Note: It was agreed that staff would review the sewer rates to ensure that these are fairly charged to citizens, as there appears to be some large, routinely declared capital reserves.)

(g) Summer Council and CAC Meeting Schedule

As in past years, in order to allow for a summer break for Council and administrative staff, some changes were proposed to the regular meetings of CAC and Council.

Therefore, it was moved by Deputy Mayor Larry Honey and

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seconded by Councilor Dennis Kehoe

***Recommendation to
Council***

that a recommendation be made to Town Council that unless otherwise dictated, that the July meeting of CAC and the August meeting of Council be cancelled.

MOTION CARRIED

(h) Home Life Realty (John Askew)

This correspondence was received at the last meeting of Town Council, however, was forwarded to this meeting for further discussion. However, as it dealt with land negotiations, it was moved In Camera. Therefore, it was moved by Deputy Mayor Larry Honey and seconded by Councilor Nola Folker-Hill

that the meeting adjourn to go “In Camera” to discuss land negotiations.

MOTION CARRIED

Following this, it was moved by Deputy Mayor Larry Honey and seconded by Councilor Eric Bolland

that the “In Camera” meeting adjourns and that the regular meeting of Council Advisory Committee continues.

MOTION CARRIED

(i) Enhancements – KCA School

Correspondence from Stuart Jamieson of the Annapolis Valley Regional School Board, asked the Town to consider the addition of enhancements to the new school facility being built to replace KCA. These additions must be included prior to the initial planning stages, to ensure their incorporation, and therefore, Mr. Jamieson is suggesting that a meeting be set for this purpose.

It was agreed that an ad hoc committee (consisting of Councilors Eric Bolland, Nola Folker-Hill and Mark Pearl, along with CAO Boyd, Director Phillips and Mayor Corkum) meet to discuss this aspect of the new school construction, with some recommendations possibly being brought back for discussion at the September meeting of CAC.

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(j) Site Selection – New School

Correspondence from Stuart Jamieson invited a representative from Kentville Town Council to serve on the Site Selection Committee. He stated that 3 locations must be proposed to the Department of Education following the investigation and evaluation of each. It was further noted that staff, (including the CAO and the Directors of Planning and Development, Parks and Recreation and Transportation) will be involved on some level during this process.

Therefore, it was moved by Deputy Mayor Larry Honey and seconded by Councilor Bernie Cooper

***Recommendation to
Council***

that a recommendation be made to Town Council that Mayor David Corkum be appointed to serve on the Site Selection Committee for the new school project.

MOTION CARRIED

(k) Police Maternity Leave Policy

Councilor Dennis Kehoe noted that at the last meeting of the Police Commission, a Maternity Leave Policy was reviewed, approved and made ready for implementation. He felt that this policy might serve as a good example for the Town, as well. In the KPS policy, Employment Canada will pay 65% for 12 months and the Police Department will pay the balance of 35% for that 12 months.

Therefore, 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 staff review the Police Maternity Leave Policy and consider a similar legislation for Town staff.

MOTION CARRIED

(l) Municipal Rural Infrastructure Fund

Mayor David Corkum announced that there will be a meeting on Thursday, June 28th at 10 am at the New Minas Fire Hall, regarding an announcement of funding for \$300,000, for the Glenview Avenue project. He invited any member of council who might be available to attend.

(m) July 1st Celebrations

Mayor David Corkum asked for volunteers from Council to help support this event, by barbecuing hot dogs and passing out cake to those present. Four members volunteered.

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CORRESPONDENCE

(a) Heritage Trust

It was noted that a faxed letter was received late this afternoon, as a plea to reconsider the demolition of the round house and to ask for an extension of time.

It was moved by Deputy Mayor Larry Honey and seconded by Councilor Eric Bolland

Recommendation to Council

that a recommendation be made to Council that the letter from Heritage Trust be received.

MOTION CARRIED

(b) Helen Morse

It was noted that a letter was received from Ms. Morse of Kentville, who wanted Council to reconsider the demolition of the round house.

It was moved by Councilor Eric Bolland and seconded by Deputy Mayor Larry Honey

Recommendation to Council

that a recommendation be made to Council that the letter from Helen Morse be received.

MOTION CARRIED

(c) List of Correspondence Received.

CAO Boyd noted that this list (names of those opposing the demolition of the round house) was previously reviewed by Council earlier on the agenda.

AUDIT COMMITTEE

At 7:30 p.m., it was moved by Councilor Dennis Kehoe and seconded by Councilor Bernie Cooper

that the meeting of CAC adjourns and that the Audit Committee convenes.

MOTION CARRIED

DRAFT FINANCIAL STATEMENTS

Darrell Richards of the firm of Grant Thornton presented the audit report reviewing specific aspects of this, and providing clarification where required.

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

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***Recommendation to
Council***

that a recommendation is made to Council that the 2006-2007 Audited Financial Statements be received.

MOTION CARRIED

Darrell Richards further reviewed the Internal Control Findings and offered explanations, as required.

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

***Recommendation to
Council***

that a recommendation be made to Council that the Internal Control Findings from the 2007 audit be received.

MOTION CARRIED

**ADUIT
COMMITTEE
ADJOURNMENT**

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

that the Audit Committee adjourns at 8:09 pm. and that the regular meeting of CAC reconvenes.

MOTION CARRIED

ADJOURNMENT

As there was no further business to discuss, the CAC meeting adjourned at 8:10 p.m.