
APPROVED MARCH 14, 2007

KENTVILLE TOWN COUNCIL
MINUTES
February 14th, 2007

PRESENT

Mayor David Corkum, Deputy Mayor Larry Honey, Councilor Bernie Cooper, Councilor Eric Bolland, Councilor Dennis Kehoe, Councilor Mark Pearl, Councilor Nola Folker-Hill, CAO Bill Boyd, Town Solicitor Peter Muttart and Recording Secretary Pamela Sansom. (Minutes prepared by Carol Harnes)

MEETING CALLED TO ORDER AND ROLL CALL

Mayor Corkum welcomed those in attendance (students from NSCC – Behavioural Program) and CAO Boyd reported that all Council members were in attendance.

APPROVAL OF THE AGENDA

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

that the agenda be approved with the addition of
3 (a) Deputy Mayor Larry Honey

MOTION CARRIED

PRESENTATIONS

(a) Deputy Mayor Larry Honey
Mayor David Corkum presented a certificate of appreciation to Deputy Mayor Larry Honey for his sixteen years as Chairperson, and service on the Annapolis Valley Regional Library.

APPROVAL OF THE MINUTES

(a) January 10, 2007
It was moved by Councilor Dennis Kehoe and seconded by Councilor Bernie Cooper

that the first draft copy of the Minutes of January 10, 2007 be approved with several small changes identified.

MOTION CARRIED

(b) January 29, 2007
It was moved by Deputy Mayor Larry Honey and seconded by Councilor Nola Folker-Hill

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that the minutes of January 29, 2007 be approved with no errors or omissions.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

(a) KCA School

Mayor Corkum reported that in the Berwick Register, AVRSB Superintendent Dray was quoted as stating that a new replacement school for KCA has been slated for 2010. However, to verify that statement, Mayor Corkum has asked MLA Mark Parent to arrange a meeting with the Minister of Education. It was noted that Deputy Minister Cochrane had stated that funding for this replacement school has been put into the budget and it appears that the project will move forward. As there appeared to be much conflicting debate on this whole issue, a letter was sent to Mark Parent, with a copy to the Minister, asking to arrange a meeting as soon as possible.

Points from Discussion

- The School Board would set the priorities for schools.
- Our School Board representative is not aware of what is going on with this project.
- There are no sprinklers in the school and the staff, teachers and children are at risk.
- School Board representatives should be included in the meeting with the Minister, so that everyone is brought up-to-date.
- This meeting is being arranged through Mark Parent's office.

REPORTS AND RECOMMENDATIONS

(a) Council Advisory Committee

(i) Interest Charge – Outstanding Accounts

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Finance Director Debra Crowell stated that in accordance with the policy relating to this issue and with legislation in the MGA, the Town has been charging an interest rate of 2% per month (26.8% per annum). She further stated that this rate is higher than most other municipalities, however, achieves its goal – as an incentive for citizens to pay their bills on time.

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

that Town Council set the interest rate on outstanding accounts to remain at 2% per month (26.8% per annual)

MOTION CARRIED

(ii) Withdrawal – Equipment Reserve – Public Works

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Finance Director Debra Crowell stated that figures are now complete for the equipment purchase of a trackless sidewalk machine. The budgeted amount was \$100,000, but the actual amount was \$147,151.81.

The Town of Kentville Equipment Reserve segregated to Transportation Services is \$172,106. After this withdrawal, the reserve for Transportation will have a balance of \$24,951.

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

that Town Council approves the attached resolution for the withdrawal of \$147,154.81 from the Town of Kentville Equipment Reserve to fund the purchase of transportation equipment.

MOTION CARRIED

(iii) Withdrawal – Landfill Closure Reserve

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Finance Director Debra Crowell stated that the 2006/07 Town of Kentville Operating Budget includes a withdrawal of \$44,400 from the Landfill Closure Reserve.

This withdrawal is a house-keeping matter to satisfy a budgeted income source. The Landfill Reserve has a current balance of \$45,963.19.

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

that Town Council approves the attached resolution for withdrawal of \$44,400 from the Town of Kentville Landfill Closure Reserve as outlined in the 2006/07 Town of Kentville Operating Budget.

MOTION CARRIED

**(iv) Utility Account Write-Offs
(Sewer)**

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Director of Finance Debra Crowell presented a recommendation from the Town's collection officer, that utility write-offs (sewer portion) for \$835.51 be approved.

The Town's collection policies indicate that uncollectible accounts are written off after internal collections have failed and the outside collection agency has actively pursued collection on our behalf for a one-year period. Likelihood of funds being received by the Town has diminished, however, any funds that are collected after write-off will be recorded as income.

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

that Council approves the attached list of utility account write-offs (sewer portion) for \$835.51

MOTION CARRIED

**(v) Investment Advisory Committee –
Quarterly Report**

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Finance Director Crowell stated that during an Investment Advisory Committee, the Committee reviewed the Investment Criteria contained in Appendix A (attached) regarding the maximums allowed for Industry Groups. The Committee felt that the Sub-

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Industry Group – Diversified Banks should be increased from 8% to 15%. The Committee’s rationale was based on these considerations:

- A history of increasing dividends
- Performed as well or outperformed the TSX in bull markets
- Provided better protection for capital
- Low risk profiles with excellent dividend yields – the “five big banks”
- Greater ease to buy/sell around different dividend dates because of their trading volumes, thereby allowing for increased dividend income/greater return for the account

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

that the Town of Kentville Investment Policy – Appendix A – Investment Guidelines (attached) be amended as follows:

the maximum for Sub-Industry Group Diversified Banks be increased from 8% to 15% of the total portfolio;

and further

the amendment be forwarded to the Minister of Service Nova Scotia and Municipal Relations for approval.

MOTION CARRIED

(vi) Investment Advisory Committee – New Member

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Director Debra Crowell stated that at a meeting of the Investment Advisory Committee held on January 17th, the Committee acknowledged, with great sadness, the loss of one its chartered members, Ross Watkins, who passed away in December 2006.

With the passing of Mr. Watkins, the Committee is left with a vacancy. However, due to the special nature of the Town’s Special Perpetual Investment fund, positions are filled by invitation, as certain expertise is required. The Committee reviewed and discussed a

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number of possible replacements and felt that Bev Thorburn would be a suitable replacement. Mr. Thorburn is a retired stock broker with over 25 years experience in the investment business and is also a former Town Councilor who served for two terms.

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

that Town Council appoints Bev Thorburn as the new member of the Investment Committee, effective immediately.

MOTION CARRIED

(vii) Public Participation Policy - Amendments

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, members reviewed the current Policy G-40 (Public Participation). Council felt that section #3 of the policy did not give the CAO or the designate, clear direction on administering the policy.

Further, Council felt that a 10 minute “Public Comment Period”, prior to the adjournment of Council, should be established to allow the public to comment on issues of concern.

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

that Policy Statement G-40 – Public Participation be amended to reflect the changes in section 3, as well as the addition of section 10, as depicted in the attached amended policy.

MOTION CARRIED

(b) Finance

(i) Director’s Report

Director Debra Crowell reported that as of January 31, 83% would be the benchmark for comparison and each account was outlined in detail. She stated that overall, there is a small deficit projected for year-end, although

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circumstances can change over the weeks ahead.

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

that the report prepared by the Finance Director be received.

MOTION CARRIED

(c) Planning and Development

(i) Director's Report

Director Gentleman reported that there were 5 permits issued during the month, for a building total of \$361,800. Further, an update was given on the Tan property (violations, building inspection, Fire Marshall and license renewal). She has also been busy on the conference committee for the NS Planning Directors and with the David Webster site plan. The appeal period for this project has passed with no appeals being made. On the Kentville Futures site, she stated that staff had prepared a concept plan for Council's review at a recent strategy session. Lastly, members of PAC observed that there are a number of inconsistencies between the MPS and LUB, and staff is flagging those for future discussion.

It was moved by Councilor Nola Folker-Hill and seconded by Councilor Bernie Cooper

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

MOTION CARRIED

(ii) Committee Report

Councilor Nola Folker-Hill reported that the Committee met on January 22, at which time Erin Mason was introduced. She added that some items in the LUB and MPS were discussed.

(d) Fire

(i) Chief's Report

CAO Boyd reported that Chief Ripley has provided 3 reports – November, December and January. These have been submitted to the Governance Committee, as

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well. He pointed out the break-down of Town and County alarms, mutual aid and the total kilometres travelled. The total number of calls is now kept for both municipal units on a special spread sheet and this information is used in determining how the financial contributions are allocated at year end.

It was noted that there is still the incongruent issue involving mutual aid calls and who pays.

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

that the reports from the Fire Chief be received.

MOTION CARRIED

(ii) Governance Committee Report

Councilor Kehoe reported that the Fire Chief intends to have these reports made available on a monthly basis, although there was some delay because of Christmas.

He added that the Governance Committee has reviewed the Capital Budget and Operating Budget and the capital budget should be made available for the next CAC meeting. He added that a 3-year capital plan has been proposed and replacement of vehicles will be scheduled as the needed arises – one this year and one for next year.

(e) Parks and Recreation

(i) Director's Report

A report from Director Mark Phillips outlined that the arena continues to be busy and an energy assessment is being conducted to determine alternate power solutions (i.e. solar and wind). He added that the plans for the Home Show (April 20-22) are underway; that Friends of the Library meetings continue, as do the Ducks Unlimited meetings and related work. With the Bonavista Park, meetings have taken place between the Subdivision Committee and Parks and Recreation Advisory Committee to review the draft concept of the park and further meetings will be conducted.

He added that programs continue at KCA; that the

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Sport Tourism Committee continues to meet, and that the Relay for Life will be held (June 15-16) at Memorial Park , at which the Town will host 800 people.

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

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

MOTION CARRIED

(ii) Committee Report

Councilor Pearl noted that there was nothing further to report.

(f) Police

(i) Chief's Report

Chief Mander reported that in January there were no significant incidents recorded, however, he is presently working on a street team proposal to access funds from the Province. This team (Police and RCMP) will allow them to work together on those issues that impact the community on a daily basis. He also included Foot Patrol comparisons with his report.

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

that the report from the Police Chief (attached) be received.

MOTION CARRIED

(ii) Board Report

Councilor Dennis Kehoe reported that there had been a meeting in January and another is scheduled for February 27th at which time the Board will look at the budget.

(g) Transportation Services

(i) Director's Report

Director Henderson reported that with the arrival of winter, ice has clogged up Mill Brook and has resulted in a contractor being brought in to break up the ice. He

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added that he attended a Crosswalk Safety meeting; is working with the consultants to draft new sewer bylaws; and that the Municipal Infrastructure program involves the renewal and extension of services on School Street and Glenview Avenue, although nothing has been heard from the Province to date.

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

that the report prepared by the Director of Transportation Services (attached) be received.

MOTION CARRIED

(Note: Many people do not use the button at the pedestrian crosswalks and perhaps some education or enforcement of this use should be carried out.)

(ii) Committee Report

Deputy Mayor Larry Honey had nothing further to report.

(h) Water Commission

(i) Directors Report

Director Henderson reported that there has been no meeting since the last Council meeting. However, he explained the UV water treatment procedure and stated that this represents new technology for the future. The annual water quality reports are being presented at the next Commission meeting and if approved, will be added to the webpage.

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

that the Director's Report (attached) be received.

MOTION CARRIED

(ii) Commission Report

Mayor David Corkum reported that there was nothing further to add.

(i) Valley Waste Resource Management Authority

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(i) Representative's Report

Councilor Mark Pearl reported that a written report was provided this month, although reiterated that a joint meeting was held on January 31st in Greenwood and a presentation was made by Chester Waste and Scotia Recycling. Deputy Mayor Honey and CAO Boyd were also in attendance. Reg Ritcey is the new chair and John Fuller is the new vice chair.

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

that the report from the representative of the Valley Waste Management Authority be received.

MOTION CARRIED

(j) Kings Community Economic Development

(i) Representative's Report

Councilor Eric Bolland reported that a written report (attached) outlined the work being done by this agency and added nothing further.

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

that the report from the representative of the Kings Community Economic Development be received.

MOTION CARRIED

(k) Kentville Community Development Committee

(i) Report

Kentville Representative Erin Mason reported that she will be meeting with the Town of Berwick to inform them about what is going on in Kentville. She presented an update, stating that the Kentville banners (6 banners with 3 themes – 18 in total) will be available by the end of the month. Beautification efforts of the downtown continue and Service First Training will be offered to all Kentville Businesses in 2 sessions, and will be tailored to the participants.

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Accreditation is given for attendance. On March 21st, the Business Showcase and Luncheon will be held as an opportunity for networking and information sharing. With the CP land, KCDC met to review the development principles and lastly, the Kentville website (on line directory) is quite out-of-date and she will update this shortly.

Points from Discussion

- Erin will work with the Town to develop a Newsletter.

(l) **Kings Transit Authority Representative's Report**

Councilor Mark Pearl reported (as per attached report) on the December ridership (down 4%) revenue (up 7%). He stated that effective January 15th, the Industrial Park will be serviced every hour because of Valley Health offices now located there. Negotiations continue with Kings Para Transit and a joint meeting is scheduled later in the month. Finally, he added that the General Manager, Brian Hackett has resigned and recruitment for his replacement has been undertaken.

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

**that the report from the representative of
Kings Transit Authority be received.**

MOTION CARRIED

(m) **Councilor's Report**

Councilor Mark Pearl reported there was nothing further to report.

Councilor Nola Folker-Hill reported that the SAC meeting was cancelled and she hasn't heard of a rescheduled meeting. She stated that the joint council meetings are great networking opportunities. She attended a national summit (February 6, 7) on professional regulation and discipline and asked that information be forwarded to her regarding future seminars, as much of the information was relevant to Council and perhaps a joint council workshop could be held.

Councilor Bernie Cooper reported that he attended

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all meetings and that he is now the chairman of REMO. As to the Parking Committee, he reported that there will be a meeting the following day to discuss the Delphi MRC report.

Councilor Eric Bolland reported that he attended all meetings, along with the launch of the Anti-Idling Campaign. He thanked those involved and added that there were over 120 people in attendance and it was very successful. A climate change meeting at St. James Church has been held and some of the local schools (NEKEC- scheduled for Monday) and Middleton are interested in this program. He attended his first Kings Partnership Steering Committee and enjoyed that.

Councilor Dennis Kehoe had nothing further to report.

Deputy Mayor Larry Honey reported that he attended the AVRLB meeting, the KPSC meeting, the first Regional Sewer meeting to which he has brought Kentville's concerns to the table. He also attended the Library Launch for Literacy and Reading week

(n) Mayor's Report

Mayor Corkum reiterated some items on the attached report, pointing out that the KPSC annual meeting was a great networking effort, but felt that the public should know about these sharing of services. He had several meetings with Erin Mason and is very impressed with her efforts. He extended congratulations to Councilor Bolland for a successful Anti-Idling Launch. He attended Aldershot School to read to the children during Literacy Week and was disappointed at the meeting of the County Caucus on the assessment Cap, as he felt that this will have a devastating affect on about 80% of the population. He felt the Strategy Session (Kentville Future Site) was excellent; that KCDC meetings have been good and some recommendations are forthcoming. He and Erin Mason have greeted and welcomed some of the new businesses in Town.

(o) Chief Administrative Officer's Report

CAO Bill Boyd reiterated some items on his attached report, pointing out that Irving Oil will begin further testing next week; their plan will be submitted to the Department of Environment; and this will allow the

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completion of the road. With the Kentville Futures Site Strategy Session, some guiding principles will be presented in the near future. The CAOs continue to meet regarding KPSC and other initiatives. Budget meetings will be scheduled in March. He advised that there will be a website for Council, that can be accessed from all over the world and this will contain information relating to the business of Council. More will follow on this.

CORRESPONDENCE

(a) Kara and Evan Hill

CAO Boyd stated that correspondence has been received thanking the Town for financial support in attending the Encounters in Canada program.

(b) Department of Justice – Young Offenders

This letter was in response to a letter sent to the Minister of Justice regarding vandalism and parental responsible. He thanked the Town and appreciated the input.

(c) Lindsay Pearl

CAO Boyd stated that correspondence has been received thanking the Town for financial support in attending the Encounters in Canada program.

(d) Valley Restorative Justice

CAO Boyd reported that this is a request for financial support and should be sent to the Finance Department for budget deliberations.

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

that the letter from Valley Restorative Justice be sent to budget deliberations.

MOTION CARRIED

(e) Mark Parent

A copy of the letter from MLA Mark Parent requesting a meeting with the Minister of Education regarding KCA school was received.

NEW BUSINESS

none

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IN CAMERA

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

**that the meeting adjourn to go In Camera to
discuss Land Negotiations (KEED Property)
at 8:45 p.m.**

MOTION CARRIED

COUNCIL MEETING RESUMES

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

**that the regular meeting of Town Council
resumes at 9:18 p.m.**

MOTION CARRIED

ADJOURNMENT

It was moved by Deputy Mayor Larry Honey that the
meeting adjourn at 9:20 p.m.