

# KENTVILLE TOWN COUNCIL

## MINUTES

### July 30th, 2012

#### PRESENT

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Bill Boyd, Councilor Bernie Cooper, Councilor Nola Folker-Hill, Councilor Eric Bolland, Councilor Tony Bentley, CAO Mark Phillips, Town Solicitor Thomas MacEwan and Recording Secretary Patricia Gourley

#### MEETING CALLED TO ORDER AND ROLL CALL

Mayor Corkum called the meeting to order at 7:00 p.m. and CAO Phillips reported that all members of Council were in attendance. Absent was Town Clerk Carol Harmes, however, Patricia Gourley will be the Recording Secretary.

#### NOTE

*“Points from Discussions” below show various comments made by individual councillors 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 Bill Boyd and seconded by Councilor Eric Bolland

**that the agenda be approved with an addition of :  
8 (d) Advertiser Articles**

**MOTION CARRIED**

#### PRESENTATION

##### **(a) Marnie Parker**

Marnie Parker was in attendance to present a new initiative which will introduce seniors “To our own back yard” events. This project would provide a program to seniors, by using our transit systems to provide transportation for scheduled outings. These activities would enhance their life’s enjoyment and would benefit the local businesses.

She stated that she has shared this project with groups of seniors, Kings Transit and Point-to-Point Transit members, and there appears to be enthusiastic support. She felt that to bring this program to fruition, she could coordinate the events for a salary of approximately \$300 per week which could be cost-shared.

##### Points from Discussion

- This service would not compete with Point-to-Point, as

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the activities organized would be different and designed for recreation.

- Perhaps 10 communities could financially support this project, each paying a monthly amount.
- The Active Living Coordinator (Nichole Lutz) should be asked to work with other coordinators in the area to involve their communities.
- Existing transportation services would be used to provide transport.
- Funding might be available from the Community Health Board, which might be a good starting place.
- This issue will be discussed at the next Council Advisory Committee meeting at which time a recommendation may be made.
- As the project involves many municipal jurisdictions, it is important that each plays a role to support it.

**APPROVAL OF THE  
MINUTES**

**(a) June 25, 2012 – Audit Committee**

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

**that the Minutes of June 25, 2012 be approved as circulated.**

**MOTION CARRIED**

**(b) June 25, 2012 – Council Meeting**

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

**that the Minutes of June 25, 2012 be approved as circulated.**

**MOTION CARRIED**

**(c) July 05, 2012 – Public Hearing (Rafuse Machine Shop)**

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

**that the Minutes of July 05, 2012 be approved as circulated.**

**MOTION CARRIED**

**(d) July 23, 2012 – Special Council (Town Caucus Task Force Report)**

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

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**that the Minutes of July 23, 2012 be approved as circulated.**

**MOTION CARRIED**

**BUSINESS ARISING FROM  
THE MINUTES/UNFINISHED  
BUSINESS**

**(a) Second Reading – MPS Amendments (Rafuse  
Machine Shop)**

Director Beverley Gentleman proposed an amendment to the MPS that related to the Rafuse Property at 245 Main Street, to allow for re-development of this property. All of the requirements had been previous met, and the First Reading to adopt these changes was held on May 28<sup>th</sup>. She added that on June 14<sup>th</sup> a public meeting was held to provide information and again on July 4<sup>th</sup> a meeting was held for public debate. As there was no public objection to these amendments, Director Gentleman recommended that the process continue.

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

**that Second Reading to adopt the amendments in  
the Municipal Planning Strategy be approved.**

**MOTION CARRIED**

**(b)Future of Old KCA Property**

The deadline imposed by the Annapolis Valley Regional School Board regarding the date set for Kentville Town Council to exercise its right of first refusal, is fast approaching and a motion was required giving direction.

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

**that the Town of Kentville exercises the option to  
purchase the surplus school board property, (7.2  
acres known as the old KCA property on School  
Street) for the sum of \$1.00,**

**and further**

**that the Town pursue the opportunity of purchasing  
the 2 additional acres of green space, also owned by  
the AVRSB.**

**MOTION CARRIED**

*(Note: The motion was supported unanimously)*

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**Points from Discussion**

- The Mayor has discussed this additional property with the School Board Chair and understood that there is a process which must be followed.
- A formal offer must be made and the Minister of Education must approve this sale.
- The School Board and Dept. of Education will require some time to consider this additional purchase.
- The 7.1 acres are available at this time for \$1.00, but any additional lands would be considered at a future time after a formal request is made by the Town.
- Although there seems to be some interest in allowing the additional property to be sold, this would be a Board decision, not staff.
- The exclusion of this additional acreage from the sale of the property would hinder development.
- The Board purchased the lower portion of land separately in addition to the property donated by the Town.
- The Town must take ownership of the property by August 31, 2012.
- Issues like insurance, security, maintenance, etc. have been addressed by the Town, Operating Reserves, for the most part, should be able to handle these expenditures for the short term.
- Additional costs like demolition and remediation would have to be budgeted under capital.
- The community feels that the Town should assume ownership of this property, even though it may not develop it.

**REPORTS AND  
RECOMMENDATIONS**

**(a) Council Advisory Committee  
(i) Re-Appointment of Auditor**

Councilor Bernie Cooper stated that at a recent meeting of Council Advisory Committee, Director Debra Crowell presented a report on the services of Grant Thornton LLP. Director Crowell noted that Council had ratified a motion in 2010 to retain Grant Thornton LLP as the Town's auditors for the year ending on March 31, 2011, with the understanding that Grant Thornton could be re-appointed for the years ending in 2012 and 2013. She proposed at that time, that this firm be reappointed as the Town of Kentville auditor's firm, ending in March 31, 2013.

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

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**that the audit firm of Grant Thornton, LLP be re-appointed as auditors, with the term ending March 31, 2013, for a contracted fee of \$24,250, plus HST.**

**MOTION CARRIED**

**(ii) Code of Conduct – Policy Amendment**

Councilor Bernie Cooper stated that at the July 9, 2012<sup>th</sup> meeting of Council Advisory Committee, CAO Phillips noted that with the upcoming municipal election, a discussion has taken place regarding the appropriate use of town-owned electronic devices.

As the Town would not want to be viewed as providing an unfair advantage to current council members who intend to reoffer, an amendment to Policy Statement G16 was proposed. This would prohibit the use of town-owned equipment for the purposes of soliciting support and assisting voters during the election process.

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

**that the proposed amendment (as attached) be adopted, however, the word “should” would be changed to “shall.”**

**MOTION CARRIED**

**(iii) Regional Roundtable Discussions**

Councilor Bernie Cooper stated that at the July 9, 2012<sup>th</sup> meeting of Council Advisory Committee, CAO Phillips reported that a memo from FCM noted that a series of regional roundtables have been planned, for the purpose of collecting municipal input for Federal Government initiatives relating to long term infrastructure development.

As these sessions have been organized by the Federal Government and participation is by invitation only, some suggestions were made that would allow involvement from non-participating municipalities. One such recommendation was to have Council pass a resolution that would provide continuity with the current projects.

Therefore, it was moved by Councilor Eric Bolland and

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seconded by Councilor Tony Bentley

**that it endorses Target 2014 and calls on the government to ensure that the new long term plan is fully in place before existing programs expire in 2014.**

**MOTION CARRIED**

**(iv) Small Scale Wind Turbines**

Councilor Bernie Cooper stated that at the July 9, 2012<sup>th</sup> meeting of Council Advisory Committee, Director Bev Gentleman reported that as a result of Valley Waste Resource Management's application to install a 50 kilowatt wind turbine at their new facility, she has been researching some data as to the construction and mechanics of these energy sources, how they impact a community, and how other municipalities are addressing the issue.

Her report noted that the construction of wind turbines would be governed under specific policies in the Municipal Planning Strategy and Land Use Bylaws, and therefore, she identified those sections which would require amendments, in order to allow this use. In addition, she proposed that Council consider these amendments, only as they relate to small scale wind turbines which are constructed in industrial zones. She felt that wind turbines in other zones should be dealt with during the review process of these planning documents over the next many months.

Therefore, it was moved by Councilor Nola Folker-Hill and seconded by Councilor Bill Boyd

**that a recommendation be made to Town Council that First Reading be given to the proposed amendments in the Land Use Bylaw and MPS, as identified in the attached report, so as to allow for small scale wind turbines in Industrial zones.**

**MOTION CARRIED**

**(v) Armoured Car Services**

Councilor Bernie Cooper stated that at the July 9, 2012<sup>th</sup> meeting of Council Advisory Committee, CAO Phillips reported that Armoured Car Services, the only such service in the area, had been contracted by the Town to transport its banking deposits and off-site computer backup systems. This

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is done on a daily basis for a cost of \$5,000 per year; however, as part of the budget review process, Council has asked that other options be explored as a cost-saving measure.

Two other options were explored – one being that the Police Service (i.e. Community Police Officer or any regular member), be given this responsibility. However, it was the recommendation by the Police Chief and by the Police Commission itself, that this not be done, as it would be difficult to interrupt other policing functions every day to carry out this task. The other option was to add this function to Finance Department staff. However, this arrangement would result in several concerns with security of the items being transported, and safety of those staff designated to transport, what can sometimes be, large sums of money. A Workplace Hazard Assessment would have to be carried out, along with a review of other operational procedures, should this option be pursued.

CAO Phillips reiterated that Armoured Car Services has provided a dependable pick-up and deposit service to the Town over the years. Their members are well trained and have insurance, and as they are a third party service provider, their engagement complements the Town's internal control systems. He did, however, present a compromise which would reduce this annual cost somewhat.

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

**that the Finance Department maintain the current practice of using a third party armoured car service, but look to reduce the frequency of use where possible during anticipated slow payment periods of property tax and utility bill payments, and further, that the service be tendered on a four (4) year cycle.**

**MOTION CARRIED**

*(Note: Deputy Mayor Pearl wanted included in these minutes, his disagreement with maintaining the Armoured Car Services, as he felt that this is not a cost effective and appropriate use of tax payers' money.)*

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**(vi) Fire**

**(i) Chief's report**

Fire Chief Shawn Ripley reported that during the month of June, there were 28 responses to calls in the County of Kings for a total distance travelled of 1680 km, 17 calls for the Town of Kentville for a distance travelled of 572 and 4 mutual aid calls for a distance travelled of 494 kilometers. These responses ranged in scope from fires, 17 fire alarms sounding, MVAs and investigations, to medical emergencies and spills.

Therefore, it was moved by Councilor Bill Boyd and seconded by Councilor Bernie Cooper

**that the report from the Fire Chief be received**

**MOTION CARRIED**

**(ii) Joint Fire Services Committee Report**

Councilor Bill Boyd reported that no report was available, however, noted that there has been delay with the Alarms Bylaw primarily due to the fact that Kings County Council did not support a bylaw that would affect County residents and businesses. However, he added that a Kentville only Alarms Bylaw would be brought forward for Council's review early in the fall.

**(vii) Valley Waste Resource Management Authority Representative's Report**

Representative Deputy Mayor Mark Pearl had no written report due to vacations, however, reported that the new Reuse Centre will be opening the following weekend and this will be the first of its kind in Atlantic Canada. This new program is to help with diversion targets.

**(viii) Kings Regional Development Agency Representative's Report**

Kentville Representative Tony Bentley stated that the Board will be dissolved on March 31, 2013 and hopes are that a new organization will be created to serve in this capacity, He added that the transition plan has been sent out.

Jennifer Weisner added that KRDA staff are pleased that the 4 partnering municipal units are planning to meet to discuss future collaboration; the transition plan has been sent out and Kings RDA staff are awaiting news from ACOA; a small

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working group will meet to discuss transferring the food and wine project to the Acadia Centre for Business and Entrepreneurship; The Grand Pre site has been designated by UNESCO; work continues with the Strategic Plan for Kings Transit Authority and a similar project is being done for the Association of NS Community Learning Association. With the Volunteer Centre, work continues on a terms of reference for that organization and lastly, she noted that the RDA is hoping for funding that will allow operation past the dead line of March 31, 2013.

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

**that the report from Kings RDA be received**

**MOTION CARRIED**

Points from Discussion:

- The Town is very appreciative of all the work done by Kings RDA and by Jennifer Weisner herself.
- This organization has been very helpful with the Eco Kings Action Committee.
- It has been falsely reported that the Town had given notice of discontinued support of Kings RDA and this message has even been delivered by other funding partners.
- Kentville continues to support the RDA and hopefully will take the lead in a future economic development agency in the area.

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

Kentville's representative Deputy Mayor Mark Pearl noted that KTA is working with the County of Annapolis to reach a new agreement for their bussing services. In the meantime, there is short term agreement to provide service until the final one is completed. There is nothing further to report on the transfer station in Kentville, although the initial costs were higher than anticipated. He added that the June report showed an operating surplus of \$18,000 with a year to date operating surplus of \$24,000.

Councilor Zimmerman of Wolfville has done some good work with Acadia University and Kingstec for bus passes and a referendum will be held for the students early in the fall. A team of 15 students will promote the benefits of bus

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transportation and this will allow the service to expand in the core area.

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

**that the report from Kings Transit Authority be received**

**MOTION CARRIED**

**Points from Discussion**

- Further investigation on the express bus from the Valley to the city has been on hold, as the individual in charge of that project is currently recovering from a bicycle/motor vehicle accident, but will resume work shortly.

**(x) Councilors' reports**

Councilor Tony Bentley attended all meetings as required, including the meeting of old Kings County Academy School, the RDA board meeting and Art Pope's funeral.

Councilor Nola Folker-Hill attended all meetings as required and the farewell event for Cleve's Sporting Goods Store.

Councilor Eric Bolland attended all meetings as required, including some Public Hearings on various properties; is working with the Active Living Coordinator in regards to the Pumpkin Mile which is held during October, and lastly, he went to Middleton to promote the race.

Councilor Bernie Cooper attended all meetings as required, including the public meetings

Councilor Bill Boyd attended all meetings as required as well as the old KCA school meeting. He wanted to officially announce that he will reoffer for the upcoming election.

Deputy Mayor Mark Pearl attended all meetings as required.

**(xi) Mayor's Report**

Mayor Dave Corkum's report included meetings for both June and July. He had also attended the Grand Re-opening of the Kentville Mazda Car Dealership and reported that it was a first class facility. He also attended a brain storming event with CAO Phillips, Community Development Officer Young and newly re-elected KDCL President Bill Denyar.

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**CORRESPONDENCE**

None received.

**NEW BUSINESS**

**(a) Recommendation – RFP for Sewer Video Camera Purchase**

Director Fred Whynot noted that a Request for Proposal was prepared for a sewer camera and crawler, as included in the capital budget. The amount allocated was \$75,000. He added that not only will this device provide information on the condition of the Town's underground infrastructure, but it also provides an opportunity for revenue, by way of rentals.

Director Whynot noted that 3 proposals were received and that the lowest one falls well within the budgeted amount and meets the requirements specified. He therefore, recommended that this item be awarded to them.

It was moved by Councilor Bill Boyd and seconded by Councilor Tony Bentley.

**that the Town of Kentville purchase the Sewer Video Camera from Cubex Limited for the price of \$56,283.75, plus HST.**

**MOTION CARRIED**

**(b) Recommendation – Tender Approval for Capital Paving**

Director Fred Whynot announced that a tender was prepared for the asphalt street paving as approved in the capital budget. He noted that the capital costs estimate was for \$623,000 and that this includes the reduction of \$10,000 to cover the difference in the proposal price and the budget for the Single Axle Truck which has been awarded previously. He made a recommendation based on the proposal received from the lower of the 2 qualifying bidders.

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

**that the Town awards the Asphalt Street Paving tender to Dexter Construction Company Limited in the estimated amount of \$554,048.73, including HST.**

**MOTION CARRIED**

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**(c) Recommendation – Appointment Signing Authority  
(Purchase & Sale Agreement)**

CAO Phillips stated that from time-to-time there have been some internal issues due to absence of the Town Clerk from the office, in that some documents requiring this signature cannot be signed. CAO Phillips suggested that he be given the authority to perform the duties of the Clerk in her absence.

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

**Pursuant to *Municipal Government Act Section 31.4* the CAO is hereby authorized by council to perform the duties of the clerk, as contained in reference of Section 13.3 of the *MGA* and in particular, the CAO is hereby authorized to sign a deed or other document to which the Municipality is a party on behalf of the Municipality.**

**MOTION CARRIED**

**(d) Advertiser Articles**

Councilor Nola Folker-Hill pointed out that some recent articles in the Advertiser have contained invalid information, which has reflected badly on Town Council and has misled the reading public. In particular, she noted that Council's support for the abolition of Kings RDA had been inaccurately reported, as had the decision process involving public engagement regarding the purchase of the old KCA property.

She requested that the press hold themselves more accountable for the accuracy and thoroughness of what is reported.

**PUBLIC COMMENTS**

None

**IN CAMERA –  
RE: Land Negotiations on  
Belcher Street/Oakdene Avenue**

At 8:26 p.m. it was moved by Councilor Nola Folker-Hill and Councilor Tony Bentley

**that Council go In Camera to discuss land negotiations on Belcher Street/Oakdene Avenue.**

**MOTION CARRIED**

**COUNCIL MEETING  
RESUMES**

At 8:37 p.m. the In Camera meeting adjourned, following which it was moved by Councilor Tony Bentley and seconded by Councilor Eric Bolland

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**that the regular meeting of Town Council resumes.**

**MOTION CARRIED**

**Belcher Street/Oakdene Avenue** Director Gentleman stated that the Town of Kentville had identified a piece of surplus land at the corner of Belcher Street and Oakdene Avenue. Adjacent property owners had been notified that this piece of land was available for sale, however, Craig Gerrard has been the only interested party to place an offer to purchase this lot, and therefore, Director Gentleman recommended that this offer be accepted.

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

**that the surplus land on the corner of Belcher Street and Oakdene Avenue be sold to Craig Gerrard for the sum of \$26,000.00**

**MOTION CARRIED**

**ADJOURNMENT**

With no further business to address, it was moved by Councilor Eric Bolland and seconded by Councilor Tony Bentley

**that the Town Council meeting for July 30<sup>th</sup>, 2012 be adjourned at 8:45 p.m.**

**MOTION CARRIED**