

APPROVED – NOVEMBER 12, 2008

KENTVILLE TOWN COUNCIL

MINUTES

October 8, 2008

PRESENT

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Eric Bolland, Councilor Dennis Kehoe, Councilor Bernie Cooper, Councilor Nola Folker-Hill, CAO Keith Robicheau, Town Solicitor Peter Muttart and Town Clerk Carol Harmes.

MEETING CALLED TO ORDER AND ROLL CALL

Mayor Corkum called the meeting to order at 7:00 p.m. and CAO Robicheau reported that all Council members were in attendance.

MOMENT OF SILENCE

Mayor David Corkum reported that he attended the funeral of Adrian Campbell, a Kentville resident, family man, a lawyer with TMC and athlete, who passed on recently. He called for a moment of silence in memory for his life.

PRESENTATIONS

Larry Honey - Appreciation

Council had invited Larry Honey to this meeting as an opportunity to express appreciation for his 20 years of service to the Town. He was presented with an aerial photograph of Kentville. Mayor Corkum expressed his appreciation for this commitment, and other members of council wished him good luck in the future.

Mr. Honey responded by saying that he hoped that he had made a valuable contribution during his long years with the Town, and wished to thank everyone who helped in his political career, including his wife of 35 years, Naomi.

WELCOME GREG KEHOE, P.ENG

CAO Robicheau welcomed the Town's new engineer, Greg Kehoe to this position and to his first Council meeting. He added that Mr. Kehoe comes to Kentville from Yellowknife and although temporarily staying with family in Bedford, will be moving to Kentville shortly.

In return, Mr. Kehoe thanked everyone for the welcome and stated how much he enjoyed the town

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and its facilities.

APPROVAL OF THE AGENDA

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

that the agenda be approved, with a reminder that there will be an “In Camera” meeting following the regular meeting of Council.

MOTION CARRIED

APPROVAL OF THE MINUTES

(a) September 10, 2008

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

that the Minutes of September 10th, 2008 be approved as circulated.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

(i) Chapter 73 – Sewers Bylaw (Second Reading)

CAO Robicheau indicated that at the Public Meeting held on October 6th, 2008th, the most recent amendments to the Sewers Bylaw were reviewed prior to the proposed Second Reading.

Director Kehoe reiterated the process undertaken and reported that as there were no substantive amendments proposed from the public meeting, it would now appear in order to proceed with Second Reading, which will approve Chapter 73 – Sewers Bylaw.

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

that Second Reading be given to approve Chapter 73 – Sewers Bylaw.

MOTION CARRIED

(ii) Chapter 48 – Destruction of Documents Bylaw (Second Reading)

Town Clerk Carol Harmes reported that Notice of Second Reading was publicized in the local paper on September 16th, 2008, following its First Reading on

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September 10th. As no public feedback was received, she recommended that Second Reading be given to repeal this bylaw.

Therefore, it was moved by Councilor Dennis Kehoe and seconded by Councilor Eric Bolland

that Second (Final) Reading be given to rescind Chapter 48 – Destruction of Documents Bylaw.

MOTION CARRIED

(iii) Traffic Authority

Chief Administrative Officer Keith Robicheau reported that during the last meeting of Council, it was recommended that a Traffic Authority be appointed, and that this position be held by an individual other than the Chief of Police, as this may be a role conflict for him.

CAO Robicheau asked for the opportunity to discuss this role with Greg Kehoe, the new Director of Engineering and Works, prior to making a recommendation for appointment. He added that the appointment of a Traffic Authority falls under the Motor Vehicle Act, and therefore, Council must make this appointment.

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

that the appointment of the Traffic Authority be tabled until the next meeting of Council

MOTION CARRIED

(iv) Council Remuneration

CAO Robicheau reported that information on a comparison of council remuneration had been previously distributed to Council from the former CAO. Following this, however, Council wanted additional information included for consideration. In response, additional Towns and the County of Kings were included in the comparison.

CAO Robicheau recommended that Council approves

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the remuneration for the term of office of 2008-2012, by deleting the existing Schedule A, and replacing it with the attached Schedule A, to form part of *Policy Statement G5 – Council Remuneration*. This provides for levels of remuneration and allows for the cost of living adjustments. The figures proposed are more consistent with those of other units and will take effect after November 12, 2008.

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

that, in order to bring Council's remuneration more in line with other units of similar population and level of service, that increases be made to \$27,525 for the Mayor, to \$17,775 for the Deputy Mayor and to \$15,750 for each Council member.

MOTION CARRIED

(Note: CAO Robicheau added that a report was received today from UNSM on council remuneration and benefits, and this report has been placed on the Council website.)

REPORTS AND RECOMMENDATIONS

(a) Council Advisory Committee
(i) TBR – Capital Program 2008-2009
(various)

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Director Crowell stated that a Temporary Borrowing Resolution for the capital program has been received from SNSMR for various projects. Items such as streets, sidewalks, curbs and other construction; acquisition of equipment, vehicles, machinery, transportation equipment; along with work on the wastewater facilities and storm water systems amounted to \$1,062,700.

In addition she noted that another TBR in the amount of \$189,900 was received to temporarily fund equipment, materials, playgrounds, trails, the swimming pool, arenas and other facilities.

Therefore, it was moved by Councilor Bernie Cooper

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and seconded by Councilor Eric Bolland

that the following Temporary Borrowing Resolutions be approved:

TBR 08/09-01 Various Purposes

\$1,062,700

TBR 08/09-02 Various Purposes

\$ 189,900

MOTION CARRIED.

(ii) TBR – Sanitary Sewer - \$50,000

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Finance Director Crowell stated that Service Nova Scotia and Municipal Relations has recently sent a Temporary Borrowing Resolution in the amount of \$50,000 to temporarily fund the capital construction of wastewater facilities and storm water systems in Town.

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

that the Temporary Borrowing Resolution in the amount of \$50,000 be approved for 2008-2009 Sanitary Sewer Area Services capital projects.

MOTION CARRIED

(iii) Police Operation (over-budget by \$62,000)

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Councilor Dennis Kehoe (Chairman of the Board of Police Commissioners) stated that the Police budget for 2008-2009 is projected to be over by \$62,000. He added that this is due primarily to the salary and benefit increases negotiated through the PANS agreement, which exceeded those anticipated when the Police budget was set for the year.

It was agreed that direction should be given to the Board of Police Commissioners regarding this issue, and therefore, it was moved by Councilor Bernie Cooper and seconded by Deputy Mayor Mark Pearl

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that the Police Department be instructed to make every effort to operate within its original budget.

MOTION CARRIED

(iv) **Kings Transit Authority - Interest in Library/Police Property**

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, a letter from General Manager of KTA, Ron Mullins, was reviewed. He pointed out that office space (currently located on Station Lane) is small and poorly designed, and the garage (located in Cambridge) necessitates extra traveling time and costs.

He felt that the former police station and existing library building would be an ideal location, as this property could support both the administration and the fleet, and would be in a central location in downtown Kentville. Mr. Mullins asked if the Town would consider making this property available to Kings Transit Authority.

CAC members agreed that several factors must be considered prior to proceeding with the disposal of this property, as property value would need to be established, a lease vs. sale scenario examined, the temporary relocation of the library, advertising for other expressions of interest, and so on.

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

that Council considers the sale of the former Police Station/library building, however, establishes the selling price for the property at a later date.

MOTION CARRIED

(v) **Dyke Construction (over-budget by \$300,000)**

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Town Engineer Hal Henderson stated that a further report from Consulting Engineers, Hiltz and Seamone,

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identified cost overruns in some aspects of this construction project. He noted that the amount of \$450,000 had been approved in the 2008-09 budget, however, the latest estimate (dated September 15th) indicated that \$328,450 has already been expended.

He noted that this amount included \$181,250 for new concrete pipe and additional structures; topsoil, seeding and armour rock would amount to \$80,000; and the installation of the small dyke behind the Great Valley Juice plant would cost \$40,000. Further, the extension of power to the site would cost \$40,000 and the pumps and electrical work would amount to \$150,000.

The Consulting Engineers now estimate the cost of the dyke at \$665,650, however, Director Henderson added that with engineering fees and HST, the actual amount would be close to \$750,000. This leaves a shortfall of \$300,000.

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

that an additional \$300,000 be approved in the 2008-2009 capital works budget to allow for the completion of the dyke and the electrical system and pumps.

MOTION CARRIED

(Note: Funds would be available from gas tax transfers, and temporary borrowing resolutions could be used until those funds are available.)

(vi) Citizen Appointment Process

Councilor Bernie Cooper reported that at a recent meeting of Council Advisory Committee, Town Clerk Carol Harmes stated that citizen appointments to the various committees, commissions and boards for the Town, are being reviewed. She added that several individuals were eligible to serve a second two-year term of service, and that past practice has been to advertise these positions as vacancies, although for the most part, the members reapplied and were reappointed.

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To streamline the recruitment process this year, she polled the chairpersons of each committee and the department heads on the committees, to ask their opinion about offering the positions directly to those individuals eligible to serve a second term. Approval was given to proceed.

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

that the process for appointing those citizen appointees (who are eligible to return to a second term of service) proceed as proposed this year,

however,

that the policy be reviewed in the future to incorporate any change in procedure.

MOTION CARRIED

(a) Finance

(i) Director's Report

Finance Director Debra Crowell reported that the department has been busy with utility billing, final tax bills and day-to-day operations.

She added that as a benchmark for comparison, 50% of the budget would be consumed at September 30th and that overall, revenue exceeds the average, expenditures are below the average and 89.4% of taxes have been collected.

In her report, Director Crowell expounded on various aspects of the accounts and these were further explained by CAO Robicheau. Following this, it was moved by Councilor Nola Folker-Hill and seconded by Deputy Mayor Mark Pearl

that the report from the Director of Finance be received.

MOTION CARRIED

(b) Planning and Development

(i) Director's Report

CAO Robicheau reiterated some points in Director

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Gentleman's report, noting that there were 7 permits issued for September, with a total building value of \$1,288,300. This brings the year total to \$9,387,972.

He added that meetings have been held with senior staff and Kings CED regarding the Integrated Community Sustainability Program. Also a development permit and building permit has been issued for a 3-story commercial building on the Covington property on Station Lane. Also, he noted that Valley Gate Vineyard has discussed their plans for a transitional housing project for mental health care consumers in downtown, although further information will be received on this proposal.

PAC has reviewed a proposal for a commercial and multi-family residential development at the present Crows Nest Golf Course location and more information will be received on that project, as well.

Finally, with the BizPal project, Director Gentleman noted that staff has compiled a list of permits and licenses pertaining to opening a business in Kentville, which will be part of a comprehensive website with input from all 3 levels of government.

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

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

MOTION CARRIED

(ii) Committee Report

Councilor Nola Folker-Hill stated that a meeting had been held on September 15th however, there was nothing further to report.

(c) Fire

(i) Chief's Report

Fire Chief Shawn Ripley noted that during the month of August, there had been 20 Town alarms for 616 kilometers driven, 10 alarms for the County for 520 kilometers travelled, and only one mutual aid call for 12 kilometers traveled.

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In addition, Chief Ripley noted that for the month of September, there were 10 Town alarms for 222 kilometers traveled, 17 County alarms for 1390 kilometers traveled and one mutual aid call for 72 kilometers. He added that the most serious call had been for a fire on Webster Street where 2 people died.

Following the presentation of this report, it was moved by Councilor Dennis Kehoe and seconded by Councilor Bernie Cooper

that the attached report from the Fire Chief be received.

MOTION CARRIED

(i) Governance Committee Report

Councilor Dennis Kehoe reported that a meeting was held on September 23rd where a discussion took place with the Board on the “paid chief” concept. The Town’s position was discussed, however, the County has taken no formal position. The next meeting will be in January and hopefully at that time, the discussion can move forward.

(e) Parks and Recreation

(i) Director’s Report

CAO Robicheau reiterated points from a report prepared by Director Mark Phillips. He noted that hockey camps have finished and regular winter bookings have begun. The fields are currently being used by the school although aeration and winterization will begin soon. The summer flower baskets and planters are being removed, and harvest decorations are being installed, along with the pumpkin people displays. Work continues on the trail development for the Ducks Unlimited project, for the Bonavista Park, at the Brother’s subdivision and at the Fox Hollow Trail.

A Christmas decoration project will begin following the Pumpkin People’s departure. He added that the Pumpkin People Book was launched during the festival, and thanks go to Lindsay Young, Jill Trinacty and Kevin Bennett for their hard work in making the Harvest Festival such a success.

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Lastly, Director Phillips welcomed both Active Living Coordinator Jill Trinacty and Community Development Coordinator Tiffaney Connell to Town staff.

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

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

MOTION CARRIED

(ii) Committee Report

Deputy Mayor Mark Pearl reported that he had nothing further to add, except that at the last committee meeting, there was no quorum.

(f) Police

(ii) Chief's Report

Police Chief Mark Mander reported that the most significant issue last month for policing was the house fire which resulted in evacuation of the property and 2 deaths. He added that he was impressed with the work done cooperatively between the police, fire and EMS departments.

In addition, he noted that Gideon Travis is the temporary Parking Enforcement Officer; that several Board members attended the annual conference in Yarmouth, (which involved information on generational differences in the work force and tazers); and that there had been 75 hours of foot patrol in September.

Following the presentation of this report, it was moved by Councilor Dennis Kehoe and seconded by Councilor Eric Bolland

that the report from the Police Chief be received.

MOTION CARRIED

(iii) Board Report

Councilor Dennis Kehoe reported that a meeting was held on the same night as the Fire Governance

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Committee, at which most of the discussion centered around the \$62,000 over budget.

(g) Transportation Services

(i) Director's Report

Director Henderson reported that Public Works staff has remained busy with fall clean up and street repairs; curbing and paving is scheduled for completion on Webster, Crescent and Oakdene Avenues, and additional work is being done to the dyke system.

Work has begun on the Shannex building and water and sewer services will be installed when required. He added that there was a successful fall clean up day and that leaf collection will be done in November. Lastly he noted that Greg Kehoe began work on October 6th and again he thanked the Town for employing him.

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

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

MOTION CARRIED

(Note: The work on Glenview Street should be completed over the next few weeks.)

(ii) Committee Report

Councilor Bernie Cooper noted that a meeting was held on September 22nd. He added that a public meeting was held regarding signage on Duncan Avenue and that feedback from citizens in that area is being considered at this time.

(h) Water Commission

(i) Directors Report

Director Henderson reported that work is proceeding on the Glenview – Elizabeth Avenue upgrade; the flow meter project is underway; and the River Street work has been completed.

The work continues on the Balsor/Eaglecrest/Ward Avenue water service and an agreement for takeover is being prepared. He added that some of the residents in

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that area have run out of water.

It was moved by Councilor Dennis Kehoe and seconded by Councilor Nola Folker-Hill

that the report from the Director of the Kentville Water Commission be received.

MOTION CARRIED

(ii) Commission Report

Mayor David Corkum had nothing further to add.

(i) Valley Waste Resource Management Authority

(i) Representative's Report

Deputy Mayor Mark Pearl reported that preliminary planning work on the facility will move forward to refine design needs and associated costing, and that curb-side education has proven very successful with data to provide direction for future educational messages. The management centre will offer approximately 100 tonnes of ground brush to the public; work and discussions continue with Kaizer Meadows Landfill; a Regional Chair's and Coordinator's meeting took place on September 10th. Along with several other projects, he further noted that the 2009-2010 Operating and Capital Budgets will be prepared in October and feedback is being solicited from Councils on current service levels and suggested improvements.

Following this presentation, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Eric Bolland

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

MOTION CARRIED

(Note: The clear bag project has been a great success, and the issue of weekly summer green bin pickup will be discussed next week at the meeting.)

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**(j) Kings Community Economic
Development**

(i) Representative's Report

A report from Executive Director Erin Beaudin stated that Kings CED will be assessed at the upcoming mid year review. She added that plans are to host another joint council session in November for municipal councils; the VCFN Project is now completed and its implementation is underway; with the Grand Pre UNESCO project, a contract to develop a communications plan is being prepared and provincial and municipal funding has been confirmed. Their agency has been promoting the Winery Marketing Initiative, working with the Business Retention and Expansion program and with the Employer of Choice Pilot Program.

Other projects involve Community Development Toolkits, the NS Nominee Program, Select NS and Buy Local, and Alternative Energy. Lastly, she added that an alternative energy symposium is being organized for this fall.

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

**that the report from Kings Community
Economic Development be received.**

MOTION CARRIED

**(k) Kentville Community
Development Committee**

(i) Report

Mayor Corkum stated there was nothing to report at this time, except that a new employee has been hired – Tiffany Connell - and that the meetings should resume very soon.

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

Deputy Mayor Mark Pearl reported that a meeting was held on September 16th at which several residents from Tideways Senior Complex expressed their concerns about schedule changes at their bus stop. He added

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that in September, one day's operation saw over 2000 riders, thereby breaking a record. Rate increases went into effect on October 1st, and the revenue and expense budgets are in line with projections.

He further noted that the strategic plans to access federal funding for capital costs is ready for submission and KTA is awaiting word from the province on the details of their \$3m transit assistance proposal. Lastly, he noted that discussions have begun regarding KTA's use of the old Police/Library building.

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

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

MOTION CARRIED

(m) Environmental Advisory Committee

A report from Councilor Bolland stated that the Idling Control Bylaw is now in effect and new signage has been discussed. Tim Hortons has agreed to sponsor sorting stations for take-out disposal items; work continues on the energy audits; 10 bike racks will be installed around Town; and other initiatives are being considered.

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

that the report from the Environmental Advisory Committee be received.

MOTION CARRIED

(n) Councilor's Report

Councilor Bernie Cooper had nothing further to report.
Councilor Eric Bolland had nothing further to report.
Councilor Dennis Kehoe had nothing further to report.
Councilor Nola Folker- Hill reported that she attended the UNSM conference in Yarmouth, the Student Advisory Council meeting, and learned that

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enrolments are up again this year. She offered congratulations to the organizers of the Harvest Festival and stated that she enjoyed the candidates' forum on Monday evening.

Deputy Mayor Mark Pearl had nothing further to report but added that everyone did a good job at the candidates' forum.

(o) Mayor's Report

Mayor David Corkum reiterated some points in his report, noting that he attended two head-shaving events as cancer society fund raisers. He also attended the UNSM conference at which Education Minister Karen Casey confirmed that Kentville's new school is still on schedule. He was pleased that he was appointed to the Town's Caucus. He attended local classrooms to talk about the election, and to read the "Pumpkin People" book to some students at KCA. He added that the Harvest Festival was very well done.

Lastly, he noted that the public meetings on the dyke were informative and put to rest some anxiety. He agreed that the candidates' forum was well done, although he wished there had been a better turnout.

(p) Chief Administrative Officer's Report

CAO Robicheau reiterated some items in his attached report, stating that Council has received an invitation for the Ground Breaking Ceremony on October 15th at 10 am, at which the Minister of Health, Chris D'Entremont will be in attendance. With Kings Riverside Court, a Ribbon Cutting Ceremony will be scheduled soon and their hopes are to bring the interior construction of the complex to the point of offering tours. With the Covington project, more information will follow in November and the closing date is anticipated for March 31st.

He added that the public meeting on the new dyke was very well done and the contributions made by Drs. Vigerstad and Cousens, and Director Henderson were excellent. He felt that the 100 year standard must be confirmed at 9, 9.5 or 10 meters and that meetings should be scheduled with EMO and DOT.

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Work continues at the CAOs meetings and he will participate as a member of the Valley Waste working group. He added that issues like RDAs have been discussed, along with interaction with Kings County on the dyke, the bridge study, the library location, and KTA. He proposed that the ICSP project will take priority soon and it might be necessary to acquire some resources, such as a term position and also hiring a consultant to facilitate public meetings.

He also addressed issues like the Investment Advisory Committee, the arrival of the new Director of Engineering and Works, Bill C-129 (policing), and the upcoming PANS negotiations

It was moved by Councilor Eric Bolland seconded by Deputy Mayor Mark Pearl

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

MOTION CARRIED

CORRESPONDENCE

(a)Vanessa McDow

A letter of appreciation was received from this student who will participate in the upcoming Encounters with Canada in Ottawa, during the week of November 16th. She thanked the Town for providing some funding towards her costs.

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

**that the letter from Vanessa McDow be
received.**

MOTION CARRIED

NEW BUSINESS

None

PUBLIC COMMENT PERIOD

Kirk Starratt commented that it has been a pleasure to work with everyone over the last term of office and wished everyone good luck. He also welcomed Greg Kehoe and Keith Robicheau to the Town staff.

ADJOURNMENT

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

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**that the meeting adjourn at 8:42 p.m. to go
“In Camera.”**

MOTION CARRIED

IN CAMERA MEETING

An In Camera Meeting was held from 8:50 p.m. until 10:12 p.m. to deal with 2 issues on land negotiations (new school site and Great Valley Juices) and past litigation (Bonavista Park).

ADJOURNMENT

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

**that the In Camera Meeting adjourn and
further, that the regular meeting of Council
adjourn at 10:12 p.m.**

MOTION CARRIED