

Approved – October 8, 2008

KENTVILLE TOWN COUNCIL

MINUTES

September 10th, 2008

PRESENT

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Eric Bolland, Councilor Dennis Kehoe, Councilor Bernie Cooper (arrived 7:20 a.m.), 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 except for Councilor Bernie Cooper, who expected to arrive late.

PRESENTATIONS

(a) Uranium Mining (Penny Burrell) Catherine Coles

Penny Burrell introduced Catherine Coles, who accompanied her to this meeting. She pointed out that uranium mining affects not only the value of homes in the mined area, but the general quality of health of a community. Mining has been banned for the last 20 years, however, recent interest in this industry has arisen and some concerned citizen groups have been asking support to enact legislature to continue this ban.

Ms. Coles stated that the impact of mining on human health is a huge concern; she pointed out that radon is produced through the mining process, and that a waste product known as tailings remain. This radioactive sand is often dumped into a pile or into open pit, from which radioactive dust can blow around or leach into the surrounding ground water. This radon can cause cancer, damage organs, cause infertility or birth defects. It can also destroy the agriculture industry and reduce property values drastically. Of grave concern, is the fact that the tailings from uranium mining will remain as a hazardous material for 10,000 years.

Points from Discussion

- The nearest mine could be in West Hants, near Windsor.

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- The rocky ground in this area would further create problems with ground water run off.
- This type of industry can cause disaster to our already fragile planet.

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

that the issue of supporting the moratorium on uranium mining be discussed at the next Council Advisory Committee meeting.

MOTION CARRIED

(b) Idling Control Bylaw (Alison Butler – Canadian Association of Physicians for the Environment)

Solicitor Alison Butler, a lawyer for CAPE, spoke in favour of the Idling Control Bylaw and encouraged Council to educate citizens and businesses on the importance of this legislation.

She congratulated Council for being the first municipal unit in the province to enact such a bylaw and felt the decrease in green house gas emissions from this source alone, will positively affect human health and the earth, in general.

APPROVAL OF THE AGENDA

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

that the agenda be approved with the addition of:

8 (c) – Resolution to Accept Dyke Study

MOTION CARRIED

APPROVAL OF THE MINUTES

(a) July 9 2008

It was moved by Councilor Nola Folker-Hill and seconded by Deputy Mayor Mark Pearl

that the Minutes of July 9th, 2008 be approved as circulated.

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**BUSINESS ARISING FROM THE
MINUTES**

**(i) Idling Control Bylaw Chapter 77 –
Second Reading**

CAO Keith Robicheau stated that this bylaw was an initiative of the Environmental Advisory Committee, whose members worked with the Town's solicitor to address various aspects of its content.

The Town Clerk noted that that some revisions were made to the original draft of the bylaw to address some business concerns, and further that notices urging public feedback were widely publicized. Following this, First Reading was given on July 9th, 2008 and a Notice of Second Reading was published in the local newspaper.

She reported that as no public concerns had been expressed during this time, it would appear in order that Council consider Second Reading for the bylaw.

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

**that Second Reading be given to Chapter
77– Idling Control Bylaw.**

MOTION CARRIED

**(ii) Outdoor Fire Bylaw Chapter 78 –
Second Reading**

CAO Keith Robicheau stated that this bylaw deals with an amendment to a previous bylaw, known as the Outdoor Fire Bylaw Chapter 74. The Town Clerk reported that Chapter 78 had been created to provide some clarification on the definition of “acceptable fire pit” in the previous bylaw.

She added that First Reading was given on July 9th, 2008, following which Notice of Second Reading was published in the local newspaper. As there appeared no public concern, she recommended that Council consider Second Reading at this time.

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

that Second Reading be given to the

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Outdoor Fire Bylaw – Chapter 78.

MOTION CARRIED

**REPORTS AND
RECOMMENDATIONS**

(a) Council Advisory Committee

(i) Chapter 73 – Sewers Bylaw

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, Director Henderson gave an update on this bylaw, pointing out that a Public Meeting and the First Reading to approve the bylaw took place in July. However, he noted that feedback from some of the food manufacturers identified concerns over inconsistencies with other jurisdictions, the impact of discharge, permits and surcharges, fines and penalties, BOD levels and some language. Pre-treatment equipment, confusion with measurements and other areas were also included in the list for reconsideration.

As these amendments would constitute significant changes to the bylaw, Director Henderson was advised by the solicitor that the bylaw approval process must begin once again.

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

**that First Reading be given to the newly revised bylaw
and further,
that the effective date of the bylaw be changed to March 31, 2009.**

MOTION CARRIED

(ii) Balsor/Eaglecrest Subdivision Water System

Councilor Dennis Kehoe reported that at a recent meeting of the Council Advisory Committee, Director Henderson gave an update on the work being done to the water system for this subdivision. He added that the tender for the work has been awarded by the County for \$2.8 million; the work has been funded through various sources; and the completion of the project is expected by the end of September.

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This extension of the Town's water system will provide water to approximately 130 new households and this new revenue will help offset the expenditures of operating the water system.

It was noted that federal and provincial funding provided through the MRIF/Building Canada Fund requires a resolution of Council, for a commitment to takeover this infrastructure upon its completion.

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

that the Town participates in the extension of the Water System to residents of Balsor, Eaglecrest and Ward Avenue Subdivisions and Prospect Road, and that upon completion of this construction, the Town will take over ownership, operation and maintenance of the project.

MOTION CARRIED

(iii) Capital Equipment – Street Sweeper

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, Director Henderson reported that under the Capital Equipment budget (approved for \$200,000), 2 tenders were received for the purchase of a new street sweeper. He added that following a comparison of each model, he was prepared to make a recommendation.

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

that following consultation with the Town's mechanic, that the new 2008 Allianz-Johnston VT650 Street Sweeper, for \$198,845 plus HST, be purchased from Saunders Equipment Limited.

MOTION CARRIED

(iv) Capital Work at Riverside Court

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, Director

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Henderson reported that the developers at Riverside Court requested the Town to install new sidewalks along a portion of Webster Street and Station Lane, as per the sketch and photos displayed at that time.

He added that these costs had not been included in the 2008/2009 capital budget, although they had been for the following year. Therefore, all councilors were polled and a positive response as received, following which a recommendation was made to proceed with this project as soon as possible.

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

that \$35,000 be included in the 2008-2009 Capital Budget for the installation of concrete curbs and sidewalks along a portion of Webster Street and Station Lane.

MOTION CARRIED

(v) Debenture Funding – Fall 2008

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, Director Crowell presented a recommendation for debenture funding for various capital items, noting that although \$864,500 was approved, only \$599,200 was required to fund the projects.

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

that the attached resolution for Pre-approval of Debenture Issuance in the amount of \$599,200 for TBR 07/08-01 be approved.

MOTION CARRIED

(vi) Utility Account Write-Offs (Sewer)

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, Director Crowell reported that three utility bills (sewer portion) have remained uncollected in spite of ongoing attempts to recover these funds, as per the collection policy for the Town.

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

that the attached list of utility account write-offs (sewer portion) in the amount of \$79.94 be approved.

MOTION CARRIED

(vii) Returning Officer's Recommendation for Public Announcement

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, Returning Officer Al Kingsbury reported that the Municipal Elections Act dictates that municipalities must publish an announcement of the municipal election and the names of the candidates in the newspaper, and by one other means (i.e. flyers, cards, etc.).

Subsequently, he explored the cost of mailing flyers to individual households and lockboxes, and recommended that this mode of communication supplement the announcement in the local paper.

Therefore, it was moved by Councilor Dennis Kehoe and seconded by Deputy Mayor Mark Pearl

that a one page flyer announcing the election dates and candidate names, be distributed by Canada Post to all letter carrier walks and lockboxes in Kentville, for the production and distribution cost of approximately \$700, plus HST.

MOTION CARRIED

(viii) Student Bursary Policy Statement G-18

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, Councilor Nola Folker-Hill stated that although Council recently approved amendments to the Student Bursary Policy, she felt that an additional amendment might provide some clarification on the number of bursaries granted each year.

Although this point was made in the policy and a

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schedule for payout was included, she felt that the Selection Committee may not have fully understood, and therefore, another amendment might be in order.

Therefore, it was moved by Councilor Dennis Kehoe and seconded by Councilor Nola Folker-Hill

that the *Student Bursary Policy (G18)* be amended to clarify that four bursaries in the amount of \$500 each, should be made annually to eligible applicants.

MOTION CARRIED

(ix) Standards for Recording Secretaries – Policy Statement G-30

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, Town Clerk Carol Harmes stated that revisions have been proposed to this policy to include a format change, a change in procedure relating to electronic audio records, and the inclusion of additional information to clarify some functions.

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

that the amendments in *Policy Statement G-30 Standards for Recording Secretaries*, be approved.

MOTION CARRIED

(x) Travel, Meal and Miscellaneous Expenses – Policy Statement G-4 (amendments)

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, former CAO Bill Boyd presented a policy that included several amendments to the previous policy of the same name. He added that issues like personal vehicle use, meal allowances, HST breakdowns, etc. were updated and clarified. In addition, a Schedule for travel and meals, and an Expense Claim Form were included as part of the policy.

Therefore, it was moved by Councilor Dennis Kehoe

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and seconded by Councilor Bernie Cooper

that the amendments to the *Policy Statement G-4 Travel, Meal and Miscellaneous Expenses* be approved, and become effective immediately.

MOTION CARRIED

**(xi) Retention and Destruction of Records
Policy Statement G53**

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, a report and draft policy regarding the retention and destruction of records was presented for consideration and adoption. Town Clerk Carol Harmes pointed out that a bylaw – *Chapter 48 – Destruction of Documents* (which addresses this issue somewhat) is out-of-date and incomplete. She further noted that record management is an operational procedure and should be addressed through a policy, not a bylaw.

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

**that *Policy Statement G-53 Retention and Destruction of Records*, as attached, be approved
and further
that *Chapter 48 – Destruction of Documents* be rescinded.**

MOTION CARRIED

(xii) KAYA Funding Request

Councilor Dennis Kehoe reported that at a recent meeting of Council Advisory Committee, a letter from Jocelyn Nicholson, chairperson of KAYA was reviewed. In this, she asked that the Town consider funding of \$2,000, to allow for the operation of some programs.

Former CAO Bill Boyd reported that he had sent KAYA \$1,000 after the letter was received in late June, however, he asked Council to consider payment of the additional \$1,000. It was noted that this request was received long after the due date for grant requests.

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

that a letter be sent to the Kentville and Area Youth Association with regrets that the additional \$1,000 has not been budgeted, and therefore, cannot be paid.

MOTION CARRIED

(a) Finance

(i) Director's Report

A report from Director Debra Crowell stated that the department has been busy with utility bills, the final tax bills, various final reports for other levels of government and for year-end functions.

As a benchmark of 42% of the year consumed to date, Director Crowell reported that overall revenue exceeds the average, overall expenditures are below the average, 43.5% of taxes have been collected, and for the sanitary sewer area service, 19.2% of revenue has been recorded and expenses are under budget by 3.3%

She expounded on various aspects of this report, following which it was moved by Councilor Nola Folker-Hill and seconded by Councilor Bernie Cooper

that the report from the Director of Finance be received.

MOTION CARRIED

(b) Planning and Development

(i) Director's Report

Director Gentleman reported that there were 14 permits issued for July and August, with a total building value of \$3,087,045. This brings the year total to \$8,099,672. She added that Shannex has received its development permit; several site inspections were carried out on the construction of the 4-unit apartment being developed by David Webster; Valley Health continues work on its adult residential facility; work continues on the BizPal project (staff has compiled a list of all permits and licences pertaining to opening a business in Kentville); and discussions continue with perspective buyers of the Crows Nest Golf Course,

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regarding a proposed development.

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

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

MOTION CARRIED

(ii) Committee Report

Councilor Nola Folker-Hill stated that the next meeting will be held on September 15th.

(c) Fire

(i) Chief's Report

Fire Chief Shawn Ripley reported 13 alarms in Kentville during the previous month, for a distance traveled of 233 kilometers. He noted that these calls ranged in scope from fire alarms sounding, to fires, to MVA and investigations. There were 22 alarms for the County, with a distance traveled of 1020 kilometers. These involved calls for MVAs, fires, investigations, alarms sounding, medical emergencies, and so on. Mutual aid calls resulted in 636 kilometers traveled to respond to 7 incidents, ranging from structure fires, to stand by and mutual aid.

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 the next meeting will be held on September 23rd.

In response to a question regarding a “paid Fire Chief”, he stated that additional paid hours were offered to the Fire Chief and Deputy Chiefs, however, the two deputies declined the additional hours and the pay. Therefore, this extra work has been taken over by the

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Fire Chief, along with the pay.

Points from discussion

- The information on the number of accidents at intersections should be passed along to the Transportation Services (Cornwallis and Exhibition Streets had 2 accidents recently)
- Councilor Cooper, as Chairman of Transportation Services, agreed to direct this information on to that committee.

(e) Parks and Recreation

(i) Director's Report

CAO Robicheau reiterated points from a report prepared by Director Mark Phillips. He noted that ice use continues to be in demand at the arena and that both hockey and figure skating programs have begun. Also use of the fields at Memorial Park continues even though minor ball and soccer have ended for the year. The pool programs and the summer camps have ended; work continues on the Ducks Unlimited site, with trail construction in the Baden Powell Drive area, restoration of the soccer fields, and the play space in the Bonavista Subdivision. Fall and Winter Programs, and preparation for the Harvest Festival, are well underway.

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

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

MOTION CARRIED

(ii) Committee Report

Deputy Mayor Mark Pearl reported that there has been no meeting recently, although, the next is scheduled for the following week.

(f) Police

(ii) Chief's Report

Police Chief Mark Mander reported on the success of the Kings County Street Team, which addresses incidents of controlled drugs and substances, as it works in partnership with other investigative units. He added that high visibility was maintained around the

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block during, and other members spent countless hours in search for a missing person, whose body was later discovered in the Cornwallis River. He added that 131 hours were committed to foot patrol around Town.

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

that the report from the Police Chief be received.

MOTION CARRIED

Points from Discussion

- Comments have been made by merchants that smokers are hanging around their doorways.
- The foot patrol officers should watch for these problems.

(iii) Board Report

Councilor Dennis Kehoe reported that the Police Board has not met.

Points from Discussion

- Concerns regarding stop signs in some subdivisions will be addressed at the Transportation Services Committee and citizen involvement is being urged.
- A recommendation should be made that the new engineer is the Traffic Authority, as there may be a role conflict, should that responsibility fall upon the Police Chief.
- Staff will determine who exercises the statutory authority for the Traffic Authority, and will report to Council in the future.

(g) Transportation Services

(i) Director's Report

Director Henderson reported that Public Works staff continues to be busy with preparations for the Capital Projects and with the inspection of work carried out by contractors and developers in various subdivisions. Ongoing street maintenance continues.

Capital Works Projects saw the installation of concrete curbing and storm sewer on Prospect Avenue, curbing

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and paving of a section of MacDonald Park Road and sidewalk extensions on Park Street. Work on the new dyke continues and renewal of water, sewer and storm sewers have begun on Glenview and Elizabeth Avenues. Several streets will be repaved and a new street sweeper should be ordered this month.

He noted that Monday, September 29th is Fall Clean Up Day, and lastly, that the new Director of Engineering, Greg Kehoe, P.Eng. will begin employment on September 15th. Lastly he thanked the Town for the opportunity to work as the Engineer over the last 11 years.

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

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

MOTION CARRIED

(ii) Committee Report

Councilor Bernie Cooper reported that there has been no meeting recently, but one is scheduled for the 22nd of this month.

(h) Water Commission

(i) Directors Report

Director Henderson reported that a new ½ Ton truck has been ordered, upgrades have been done for the meter readings, billing systems, and flow meters. Two street renewal projects have begun (Glenview and Elizabeth Avenue). Work will begin on the River Street and West Main Street projects and good progress is being made on the Balsor/Eaglecrest/Ward Avenue water service. An agreement is being prepared for the takeover of the infrastructure, upon completion.

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

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

Points from Discussion

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- The Town must ensure that there is enough water for future sustainability.
- A study should be done to make sure that our water is not sold to residents outside our Town, to the future detriment of its citizens.
- The aquifer used by the Town serves the whole area.

(ii) Commission Report

Mayor David Corkum reported that at last evening's commission meeting, it was decided that a water rate study would not be carried out, and that the next meeting is scheduled for December.

(i) Valley Waste Resource Management Authority

(i) Representative's Report

Deputy Mayor Mark Pearl reported that work continues on establishing a new office building; the Resource Management Working Group continues to meet to improve inter-organizational communications; on budget issues, a salary review (for the whole operation) is presently underway; a used furniture recycling depot is being considered; EFR has been awarded curb side collection; and Tri County Waste Management has been awarded transportation. Lastly, he noted that the roadside inspections have been in excess of 10,000, with 93% of households deemed to be sorting their waste.

Following this presentation, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Bernie Cooper

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

MOTION CARRIED

Points from Discussion

- There must be consideration for other municipal staff, when increases are given to Valley Waste staff.
- A large increase in staff salaries in the past

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proved to be a significant budget item, and was criticized by council members.

- The furniture recycling concept is popular in other communities and will provide a good service to citizens.

(j) Kings Community Economic Development

(i) Representative's Report

Jennifer Weisner of Kings CED was present and added that there will be a meeting on September 22 and a full report will be available at the next council meeting. She handed out the newsletter which had been recently published.

(k) Kentville Community Development Committee

(i) Report

Mayor Corkum reported that there has been little activity on this committee, although interviews have taken place for the replacement of Erin Mason. That committee will be back up and running very soon.

(l) Kings Transit Authority

(i) Representative's Report

Deputy Mayor Mark Pearl reported that the regular monthly meeting was held on July 17th, at which he was elected as the new board chair, effective July 17th. He added that new bus schedules are in effect, and that a deficit of \$125,000 was realized for core operation. He added that to help offset this, a revenue source through Day/Night Signs Limited may see \$191,592 in revenue from the five year agreement. He noted that revenue and expenses for the month are on budget.

Deputy Mayor Pearl also pointed out that the old police station/library building is being considered for use by the Transit Authority, and that UARB has conducted a Public Hearing on rate increases, following which the application was approved for a 50 cent increase.

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

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

MOTION CARRIED

(m) Councilor's Report

Councilor Bernie Cooper attended all meetings. Councilor Eric Bolland congratulated Council for approving the Idling Control Bylaw, as this shows good leadership and sets Kentville as being the number one Green Town in the Atlantic Provinces. Councilor Dennis Kehoe had nothing further to report. Councilor Nola Folker- Hill enjoyed the break over the summer and thanked Councilors Kehoe and Bolland and Recreation staff for their work on the staff barbecue last week. Deputy Mayor Mark Pearl wanted to wish everyone the best of luck in the upcoming elections.

(n) Mayor's Report

Mayor David Corkum reiterated some of the activities in his report, also expressing appreciation for the hard work done on the staff appreciation barbecue. He added that the Deputy Minister of Education, Dennis Cochrane should be making an announcement very soon on the site location for the new school.

Lastly, he added that there would be only one more meeting before the next election, and therefore, October 8th might be a good time for this council to recognize past-councilor Larry Honey for his years of service.

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

that Larry Honey would be asked to attend the October 8th Council Meeting for recognition for his years of service to the Town.

MOTION CARRIED

(o) Chief Administrative Officer's Report

CAO Robicheau thanked former CAO Boyd and Town

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Engineer Hal Henderson for their help in his transition into his new position as CAO. He reiterated the progress being made on some ongoing issues and gave a status report on these.

He added that Stephen Feist is now the Municipal Advisor with Service Nova Scotia and Municipal Relations, and that long-serving provincial employee, Dr. Mark Gilbert has retired from his position of CEO from the Municipal Finance Corporation, to accept a professorship at Dalhousie University in the School of Public Administration Program.

CAO Robicheau also noted that the new Director of Works has experienced a delay in beginning his employment with the Town, and that he will keep council updated on this issue. Also, correspondence has been received from CUPE regarding meetings proposed for early November.

Lastly, he added that he would expect to spend 1/3 of his time respectively on council and community priorities, inter-governmental and agency relations, and the organization priorities and human resources issues.

Points from Discussion

- Gordon McIntosh has offered to do a workshop for the newly elected Council
- Perhaps Mr. McIntosh could be engaged to assist with a strategy session in the future, as a joint partnership effort.
- Dr. Mark Gilbert has been a good supporter of the Town.

A general consensus was

that a letter of congratulations would be sent to Dr. Mark Gilbert.

AGREED

CORRESPONDENCE

(a)Municipality of the District of West Hants
Several pieces of correspondence were received in support of a resolution for the province to enact legislation to maintain the moratorium on uranium mining and to prohibit uranium exploration in the province.

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

that these letters supporting the moratorium on uranium mining in the province, be received and redirected to CAC for discussion

MOTION CARRIED

(b) House of Commons – Bill C568 – Motor Vehicle Safety

This letter asked for support of a Private Members Bill which has received First Reading and deals with legislation to amend the MV Safety Act, by including prohibitions against the manufacture, importation, sale, lease, operation and release after repair, of vehicles after January 1, 2010, if they are not equipped with a speed limiter that is engaged and set to the maximum speed, no greater than 150 kilometers per hour.

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

that this letter be received.

MOTION CARRIED

NEW BUSINESS

(a) Rescind Chapter 48 – Destruction of Records Bylaw

The Town Clerk noted that earlier in the evening the Retention and Destruction of Records Policy Statement G53 was approved, thereby making Chapter 48 redundant. She suggested that this bylaw be rescinded.

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

that First Reading be given to rescind Chapter 48, Destruction of Documents Bylaw.

MOTION CARRIED

(b) Purchasing and Tendering Policy

Councilor Dennis Kehoe felt that this policy should be reviewed at CAC to clarify how RFPs are to be

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awarded and how other purchasing processes will be conducted.

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

that the Purchasing and Tendering Policy be reviewed at the next meeting of CAC.

MOTION CARRIED

Points from Discussion

- When bids are being accepted by the Town and these are not the lowest bids, a report should be attached to justify the decision.
- Council members must understand the process.
- This policy has worked well in the past, and is flexible in allowing the Town to consider all criteria of the bid during the selection process. There is no need to make changes to a document that works well.
- Any recommendation to approve an award of tender or an RFP should always come to CAC for a full discussion.

(c) Resolution to Accept Dyke Study

It was noted that the study and subsequent report on the impact that the newly constructed dyke should be made available for public review.

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

that Council accepts the preliminary report and study carried out on the Cornwallis River Dyke system.

MOTION CARRIED

Points from Discussion

- An Open House and Public Presentations will be held on September 24th (all afternoon) to allow citizens to be brought up-to-date on this issue.
- This will hopefully clarify misunderstandings by some residents on West Main Street.
- It will also be an opportunity for county

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residents to hear the presentations.

PUBLIC COMMENT PERIOD none

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

**That there being no further business to
discuss, the meeting adjourn at 9:03 p.m.**

MOTION CARRIED