

# Council Advisory Committee

## MINUTES

### December 10, 2012

#### PRESENT

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Nola Folker-Hill, Councilor Bernie Cooper, Councilor Bill Boyd, Councilor Tony Bentley Councilor Eric Bolland, Solicitor Tom MacEwan, CAO Mark Phillips and Town Clerk Carol Harmes.

Also present: Police Chief Mark Mander, Finance Director Deb Crowell, Planning Director Bev Gentleman and Town Engineer Fred Whynot.

#### CALL TO ORDER AND ROLL CALL

Mayor David Corkum called the meeting to order at 1:34 p.m. and CAO Mark Phillips reported that all members of Council were present, all directors were present, as were Town Clerk Harmes, himself as CAO and Solicitor Tom MacEwan.

Mayor Corkum welcomed the group of students from NSCC – Kingstec’s Business Administration class, with their teacher, Margaret Van Blarcom.

#### NOTE

*“Points from Discussion” below show various comments made by individual councilors 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 the addition of:  
8(f) – Christmas Presentations.**

**MOTION CARRIED**

#### PRESENTATIONS

##### (a) KDCL – Bill Denyar

President Bill Denyar wanted to share with Council some of the issues which KDCL has been managing over the last many months. Some points made:

- On June 27, the AGM was held and new Board Members were elected.
- The executive for this year - President Bill Denyar, Frances Shagan as Treasurer and Geoff Muttart, as Secretary.
- Regular board meetings are scheduled for the third Wednesday of each month at 7:30 p.m.

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- KDCL has created a vision and mandate.
- Vision – Kentville is a growing, prosperous community with a vibrant business sector.
- The mandate is to promote growth and prosperity through business retention, expansion and attraction.
- A Committee has been formed, to review the budget and hopes to have a funding and revenue model ready for late January.
- KDCL will return to Council in February with a proposal for sustainability of the corporation.
- Some new projects have been addressed - an application for funding for a hotel feasibility study and a letter to the Town regarding parking.

#### Points from Discussion

- Membership consists of those individuals from the previous KDCL, however, new members have been added.
- To allow this organization to move forward, full community support is required, along with assistance from the Town.
- Lindsay Young, as the Community Development Coordinator, has been a great help and the organization hopes that continued support can be expected.

#### **(b) Skateboarding Club - Matt MacLeod**

Matt introduced himself and shared with Council both his past and present passion for skateboarding. He felt that Kentville has always had a history of skateboarding and wanted to offer his assistance in working with the Town to establish a more organized program. He has already met with Mark Phillips as the Director of Recreation and has learned that plans are in place to include skateboarding in a newly proposed park.

In his efforts to organize a club, he has since set up a facebook page (Kentville Skate) to share the idea with the general public. After only 3 weeks on Facebook, there appear to be 30 people interested.

#### Points from Discussion

- Parents are also interested in helping the skateboarding organization.
- He has met with the press (The Advertiser) and has met with members of the Kentville and Area Youth Association.
- He hopes to have a public meeting sometime in the new year.
- He sees his role as a liaison between the Town and the skateboarders.

- The old River Street park (built back in the 80s) was a learning lesson for a modern facility – a new location and advanced infrastructure and design.
- There are a couple of companies that actually design, engineer and create skateboard parks.
- Having parents and participants involved in this organization will make it easier to seek out funding and community acceptance.
- The number of skateboarders in the community will determine the strength of its future.
- Such projects like this require partnerships, with “champions” moving the project forward - working in unison with the Town and the skateboarding community.
- It is difficult to determine the “real” number so skaters, as many may skate on their own streets, in nearby parking lots or even seek out facilities in other areas.

**(c) Parking – Dr. Charlie Hamm**

Dr. Hamm expressed his concerns about the possible sale of the parking lot behind his clinic to Tim Horton’s restaurant. His medical facility provides a service to 150 pregnant women and children - some in wheelchairs, and lost parking would result in that medical facility having to move to another area where parking is nearby. This is the largest operation of its kind (obstetrics and paediatrics) in the Valley, with 8 physicians. Nearby parking is imperative, not only to the patients, but to those doctors who may be on call from the hospital throughout the day.

Points from Discussion

- Limited parking in any downtown core is typical and there have been many studies done over the years. Another study is currently underway by staff.
- All requests and concerns will be considered prior to making the decision about the land, and at this time, nothing has been decided.
- When an issue comes before Council, it must be debated, and depending upon the circumstances, there is often a need to compromise.

**(d) Kings RDA – Dave Ritcey**

David Ritcey, the Kentville representative on Kings RDA, wanted to offer some “take-aways” from an inside perspective and wanted to point out:

- The Kings RDA, is now referred to as the Regional Enterprise Network.

- The Town must be engaged on 2 fronts in community development - both locally and regionally.
- Locally, KDCL has been setting a local focus, and as such there is, and will continue to be, a collaborative effort between the business community and the Town.
- Regionally, there will be a co-operative network with other municipal units and the province.
- The REN 3 (West Hants to Annapolis) is a part of the \$2.2 million that the province will be spending on economic development. This represents \$400,000 to our area, and the municipalities, as full partners, will kick in same about.
- There may be a problem aligning the county's vision with this new concept, but hopefully they will see the importance of being engaged on 2 fronts.
- The intent of the REN is to be high-functioning and results-orientated, becoming a regional connector, a navigator and facilitator among partners.
- Provincial focus would likely be on creating jobs in the area.
- Attraction of new business and support of existing business must be managed.
- The REN suggests a plan and close working relationship with business. A "drive it home" attitude is being created.
- Federal government will be invited to participate in the planning process and although core funding has been pulled from the area, this level of government will play a part on another level.
- Kentville has many attributes to support the location for the REN offices; required services are nearby to support this network, and a contribution in kind may be arranged.
- A seamless transition with the closing of Kings RDA in March and the start up of REN in April is anticipated.
- An AVCC meeting will be held on December 17<sup>th</sup> in Berwick to focus on the various stakeholders.

#### Points from Discussion

- A weekend Town Strategy Session dealt with this issue in some depth.
- The County's Warden is arranging a meeting with area Mayors and RDAs.
- Funding the REN must be explored and a pre-determined formula applied.
- Kentville will continue to support the local RDA and hopes to play a large part in future REN operations.
- A major goal will be to have healthy competition in this new organization while having 11 units to satisfy.

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- Thinking beyond the boundaries is important on regional economic development issues.

**APPROVAL OF THE  
MINUTES**

**(a) Minutes of November 13, 2012**

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

**that the Minutes of November 13, 2012 be approved as circulated.**

**MOTION CARRIED**

**BUSINESS ARISING  
FROM MINUTES/OLD  
BUSINESS**

**(a) Parking Study**

As the Parking Study was not finalized, it will be included on next month's agenda.

**(b) Tim Horton's Request**

A request from Les Falconer, the owner of the Tim Horton's Drive Thru on Aberdeen Street, was received at a previous meeting of Council. He wished to purchase the property adjacent to this restaurant which would allow for stacking vehicles in the wait line at the drive-thru, so as to reduce traffic congestion on the street. Since this offer to purchase has become known, several area businesses have expressed concern and objections, and these letters have been reviewed at a previous meeting.

As one letter was not included in previous discussion, it was moved by Councilor Bill Boyd and seconded by Councilor Bernie Cooper

**that the letter from Dr. Maltby be received.**

**MOTION CARRIED**

CAO Phillips reported that staff has reviewed the request and noted the objections to the potential loss of parking spaces. A report was prepared and presented for consideration at this meeting. Following review of this report, it was moved by Councilor Bill Boyd and seconded by Councilor Nola Folker-Hill

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that the Town retains the property adjacent to 70 Aberdeen Street and maintains its current use,  
and further,  
that the Traffic Authority be asked to report back to Council as to if a third lane on Aberdeen Street, between the River Street and Station Lane intersections, could be created to allow for a slower lane of traffic to turn right**

**on Station Lane.**

**MOTION CARRIED**

The chair was passed over to the Deputy Mayor, to allow Mayor Corkum to state his support of the staff recommendation, as he felt that it would not be in the Town's best interest to sell this property.

Mayor Corkum resumed the chair, following which Deputy Mayor Pearl asked to go on record to indicate his support of Mr. Falconer's request and the sale of the property to him. He added that any property owner would have the opportunity to purchase that space, should it be offered for sale. He added that in the past, parking has been reconfigured to accommodate the change in the current need (i.e. Justice Way/Webster Court).

Mayor Corkum passed the chair back to the Deputy Mayor Pearl to point out that the Town should not create a situation that resulted in a "bidding war" to buy parking spaces. If the Town maintains ownership of the lot, than the spaces are not limited to only one company.

Points from Discussion

- There are 3 leased spaces and 12 all-day spaces at this lot.
- There has been a large increase in development in the area with the construction of new businesses.
- The factors impacting this area include traffic flow, (pedestrian and vehicular), accident rates, parking, business support and retention, environmental impacts and the present designed use of the property.
- Under the MGA, it was noted that municipal property must be sold at market value.
- Only between 7:00 a.m. and 9:00 a.m. of the work day is there increased traffic in the Aberdeen Street area.
- A Parking Study is being carried out and early indications are that there is no surplus of parking.
- From a financial perspective (should the lot be sold) there would be a loss of revenue from the lease agreements, although conversely, there would be some cost-savings with maintenance, plowing, and the like.
- Councilor Cooper wanted to go on record to indicate his support of the staff recommendation.
- Staff should contact stakeholders personally to advise them of Council's recommendation.

**(b) Dumping – Belcher Street**

Planning and Development Director Bev Gentleman reported that over the years, residents of 71 Belcher Street have been allowing illegal dumping of construction debris over the cliff behind their home. Since the development of the Miner’s Marsh and Ducks Unlimited area, (which borders on the property), these unsightly premises have become visible to users of the park, especially when foliage is gone from the trees. Photographs, documenting this site, have shown a steady increase of rubble, some of which contains rebar and PVC piping, which is environmentally harmful. Some of the articles have encroached on the Duck’s Unlimited property.

The home owners have been contacted to remediate the area, but have ignored the request; both Valley Waste Resource Management and the Department of Environment have been contacted for assistance, each responding that the materials being dumped were not in violation of their regulations and bylaws. However, it was noted that DOE will monitor the property and should any additional dumping occur, will impose a progressive penalty on the owners.

Director Gentleman has asked Howard Little Contracting to provide an estimate for removal of the debris. This company advised that access to the bottom of the cliff would be very difficult with the large pieces of equipment that would be needed for the removal of this debris, and further, removal from the homeowner’s back yard would be costly, difficult and dangerous. As an alternative, the contracting company suggested that the debris be covered over with topsoil, hay and hydro-seed and estimated a price of \$16,000.

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

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that the property owner be notified that if he does not remediate the property within 60 days, than the Town will hire a contractor to carry out the remediation, following which the Town will place a tax lien against the homeowner for the costs.**

**MOTION CARRIED**

Points from Discussion

- This has been the first time that the Department of Environment has issued a notice to this resident, and it appears that he can continue to dump items like pieces of wood, trees, etc., as the Department of Environment will not react to aesthetics and “unsightliness.”
- No response is expected from this resident.

- Concern exists that should the property be remediated by the Town, this resident could continue to dump concrete, lumber and the like, with no serious penalty.
- Slope stability may be endangered during a remediation project.
- The community has invested a great deal into the Ducks Unlimited project and this site should remain natural and pristine.
- A letter should be sent to the property owner identifying what exactly is required of him in order to remediate this property – if removal of the debris, to what extent – if covering up the debris, what type and depth of soil should be applied.
- George Mutch was confirmed as the owner of this property.
- Deputy Mayor Mark Pearl (Kentville rep on VWRM) expressed his surprise that Valley Waste has “signed off” on this issue, although he felt that the lack of strong reaction from the Department of Environment is not surprising.
- If remediation is carried out by a professional contractor, with the appropriate safety gear, this property could be returned to pristine conditions.
- The Town should contact Mr. Mutch for a schedule of remediation, indicating a start and completion date.
- Staff will work with legal counsel on wording of the letter.

**DEPARTMENTAL  
REPORTS AND  
RECOMMENDATIONS**

**(a) Finance**

**(i) Director’s Report**

Director Debra Crowell noted some highlights from the department:

- Utility bills were due November 26<sup>th</sup>.
- The Director attended the AMA Convention.
- The Investment Advisory Committee met on November 20<sup>th</sup>.

With Schedule A (revenue), if averaged evenly over the year, the benchmark would be 66.7 %. However, revenue is above the average at 85.7%. With Schedule B (expenses), overall expenses are slightly under the benchmark at 65.2%, although some departments are over, due to annual payments and bulk purchasing. With Schedule C (Summary of Outstanding Taxes), 96% of the current tax levy has been collected, leaving an outstanding amount of \$391,301.

Schedules E and F (Perpetual Investment Fund) saw investments total \$13,383,637 at cost, with investments of \$13,345,995 at market. The statement of Reserves (Schedule F) shows a combined

total income of \$320,085 including accrued interest of \$130,070. She added that the budget target of \$750,000 will be met.

It was, therefore, moved by Deputy Mayor Mark Pearl and seconded by Councilor Tony Bentley

**that the report from the Director of Finance be received.**

**MOTION CARRIED**

**(2) Projections**

Director Debra Crowell noted that as of November 30, 2012, the Town could realize a deficit of \$38,200, down from last month by \$36,600. This change has resulted from revenue, with the collection of taxes, sales of service, own source revenue and conditional transfers. Expenses have decreased from budget, with the major item being the vacancy of the Recreation Director.

Following a detailed review of the accounts impacting these projections at this time, it was moved by Councilor Eric Bolland and seconded by Councilor Bill Boyd

**that the Projection Report from the Finance Department be received.**

**MOTION CARRIED**

Points from Discussion

- It would be of value to see a breakdown of the election costs (i.e. staff time increase, cost of Intelivote)
- The policing overtime costs of \$5,500 is only an estimate.

**(c) Withdrawal – Equipment Reserve**

Director Crowell reported that the 2012-13 Capital Budget allowed for the purchase of equipment for transportation purposes, and as some equipment has now arrived, a withdrawal of \$50,000 is required for partial funding. A balance of \$40,244.62 remains.

Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Tony Bentley

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that a withdrawal of \$50,000 be taken from the Equipment Reserve, to partially fund the purchase of transportation equipment.**

**MOTION CARRIED**

**(b) Planning and Development**

**(i) Director's Report**

Director Bev Gentleman reported that there were 8 building permits, amounting to building value of \$491,000, which brings this year's valuation to \$9,340,981.

She added that:

- Kings 2050 group held a meeting on November 29<sup>th</sup>; Councils were asked to review the draft visions, principles and goals, and these will be presented to CAC on January 14 at 12 o'clock.
- Valley Waste's small scale wind turbine application has seen the MPS and LUB amendments sent to the Minister's Office and there appears to be no objections to the submissions. A Notice of Decision will be posted.
- The Development Agreement for Sand and Sea has been put into place and this operation is now up and running.
- Colliers International has had nothing to report. It appears that additional marketing options are available at an additional cost.

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

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

**MOTION CARRIED**

Points from Discussion

- Colliers is preparing a local publication for the property available in the Kentville and New Minas area.

**(iii) Environmental Advisory Committee Report**

Chairman Bolland reported that a meeting was held 3 weeks ago.

- The idling reduction campaign is underway and the banner will be put up in a few weeks.
- Relating to the FCM Sustainability Conference and the project of tree planting, this is being addressed by the Recreation Department.
- A Town clean-up was scheduled for a couple of weeks ago, however, some conflicts with the weather arose. Another clean-up will be held in the Spring.
- A mini strategy session will be held to create a future plan.

It was moved by Councilor Eric Bolland and Councilor Tony Bentley

**that the report from Environmental Advisory Committee Report be received.**

**MOTION CARRIED**

**(d) Parks, Recreation and Community Development**

**(i) Director's Report**

CAO/Director Mark Phillips reported that:

- The NS Moves Grant (aiding communities with active transportation) will address Participark upgrades/youth trails, expansion of the Participark, signage and AT routes through Town.
- Arena activities - Global News recently visited the rink to do an article on rink safety and the importance of Defib machines at such facilities.
- KCA - work on site continues
- AT Workshop – free workshop (increasing walking and cycling awareness.)
- Recreation Director's Position – short-list completed and final review to be done shortly.
- Write for Rights Campaign – a campaign was held at the Recreation Centre (December 8<sup>th</sup>) to write letters to support individuals who have had their basic human rights violated.

It was moved by Councilor Bill Boyd and seconded by Councilor Eric Bolland

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

**MOTION CARRIED**

**(ii) Community Development Coordinator's Report**

Lindsay Young reported that:

- The hotel study application has been completed and submitted.
- A 3-part webinar series regarding successful downtowns is being offered to local businesses. The next session will focus on the role of the individual business operator in building outstanding and sustainable downtowns.
- The Town's website redevelopment continues and photographs are being added regarding various points of interest around the community.
- The KDCL Strategy Session was held on November 17<sup>th</sup> to confirm a mandate and action plan for the group.
- The Annual Christmas Meet and Greet is scheduled for December 13 from 12:00 p.m. until 2:00 p.m. in the Council Chambers.
- Joint Advertising Campaigns – several resources are

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being used to promote shopping in Kentville for the Christmas season.

It was moved by Councilor Eric Bolland and seconded by Councilor Bill Boyd

**that the report from the Community Development Coordinator be received.**

**MOTION CARRIED**

**(iii) KCDC Chairman's Report**

Mayor Corkum had nothing further to report.

**(d) Police Report**

**(i) Chief's Report**

Police Chief Mark Mander reported that the statistics provided are an update of ones recently discussed at the Strategy Session. He asked that at the January CAC meeting, time could be allocated to allow for a Crime Stat Report to be delivered.

Other issues were:

- The Department hosted the fall conference (NS Chiefs and Police Boards) - \$8,300 was made and will be given back.
- 125 anniversary – proceeds to Special Olympics of \$1,500 was realized after this event.
- December 1 – prescription pill collection was held in Centre Square with a result of 35,000 pills collected in the Valley. These collection amounts will, amongst other information, indicate the number of people not completing their antibiotics, and the amount of prescription drugs that could fall into the hands of youth.
- This pill collection event was an opportunity to strengthen relationships between the police, public, pharmaceutical industry and public health workers.
- The environmental impact of prescription drugs ending up into the sewer system is also a concern.

It was moved by Councilor Bill Boyd and seconded by Councilor Eric Bolland

**that the report from the Chief of Police be received.**

**MOTION CARRIED**

Points from Discussion

- A “sharps” container was on site during the pill collection.

**(ii) Board Report**

Councilor Bernie Cooper reported that the next board meeting will be on January 17<sup>th</sup>, 2013, although this date conflicts with the Economic Summit on Policing.

**(e) Transportation Services**

**(i) Directors Report**

Director Whynot reported that:

- Capital work continues on Melbourne Avenue and Acadia Drive. Record drawings will be reinstated and submitted.
- The new transit shelter has been installed.
- First Aid Training and a course on Erosion and Sedimentation Control was given to staff.
- With staffing, a new member (John Daniels) has been hired for a term position until March 2013 for downtown maintenance, and both Terry MacLeod and Billy Joe Croft received their 5-year service award.
- With the Regional Sewer System, work continues on the RG7 and RG5 lift stations; average concentrations have been recorded for the affluent at the treatment plant.

It was moved by Councilor Bill Boyd and seconded by Councilor Eric Bolland

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

**MOTION CARRIED**

**(f) Water Commission**

**(i) Directors Report**

Director Whynot noted that:

- Water testing continues to show acceptable limits.
- Melbourne Avenue watermain is almost completed; the Belcher Street Water Reservoir has been tendered.
- First Aid training was given to staff.
- The protocol for the Boil Water directive is being reviewed as it is out-of-date.
- Focus Group discussions have taken place throughout the Province to discuss several aspects of water utilities, and constructive feedback has been gathered.

It was moved by Councilor Bernie Cooper and seconded by Councilor Tony Bentley

**that the report from the Kentville Water Commission be received.**

**MOTION CARRIED**

**(e) Recommendation on Belcher Street Reservoir**

Director Whynot report that this issue will be delayed until later in the month.

**(ii) Commission Report**

Mayor Corkum reported that Councilor Pauline Raven has been appointed to the Water Commission and asked if Councilor Bishop could be thanked for her previous contribution to the Commission.

**(g) Administration**

**(i) Chief Administrative Officer's Report**

Highlights from the report:

- KPSC – A meeting will be held this Thursday, and quarterly dates have been proposed for every 3 months.
- An executive meeting for the Joint Fire Service will need to be called to discuss the position of Fire Chief.
- The AMA Regional Meeting will be hosted by Kentville this Friday.
- A Valley Waste meeting was held last week and it was noted that the preliminary budget indicated a 4% increase being proposed.
- Fire Inspection Agreement – The CAO group will examine that issue.
- A Police Commission meeting was held recently.
- Community Development – the Rockwell/NSLC project is moving along and assistance has been given with contractor parking.
- The Old KCA site has been winterized and a proposal will be advertised (for sale sign/ commercial realtor) for future use.
- An APA Hearing regarding an arbitration issue was recently held, and a 2 month time frame was set for response.
- The Finance and Administration Committee will meet regarding a Council Related issue.

It was moved by Councilor Bernie Cooper and seconded by Councilor Tony Bentley

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

**MOTION CARRIED**

**(ii) Town Clerk's Report**

Clerk Carol Harnes reported on the meetings she attended, noting that upgrades to Town Hall may begin in the early spring; the Policy and Bylaw review process continues and the most up-to-date of these documents have been put on the Council website and the Town website.

Meeting schedules for 2013 have been prepared and Council will review those later on the agenda; some promotional items have been purchased and lastly, the Town Hall will be closed over the holiday season, with staff taking vacation days.

It was moved by Councilor Tony Bentley and seconded by Councilor Bernie Cooper

**that the report from the Town Clerk be received.**

**MOTION CARRIED**

**(h) Council Reports from Workshops and Conferences**

Councilor Tony Bentley – He and the Mayor attended a presentation last evening for 2 bronze medalists from the Canadian Soccer Championships.

Strategy Session – all council and senior staff attended these sessions.

**NEW BUSINESS**

**(iv) Policy Review – Recommendation to Rescind Policies**

Clerk Harnes noted that the review of older policies has been resumed and as a result, she has submitted a report which identifies some policies whose content is irrelevant due to more updated legislation. She recommended that these policies be rescinded.

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

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that the following policies be rescinded and removed from the Town's current documents:**

**Policy 27 – Tree Commission Policies**

**Policy 28 – Smoking**

**Policy 29 – Travel Expenses**

**Policy 30 – Students and Casual Employees**

**MOTION CARRIED**

**(b) 2013 – CAC and Council Meeting Schedule**

Clerk Harmes reviewed the 2013 calendar as it relates to routinely scheduled meetings of CAC and Council. On those dates which conflicted with holidays or other events, she recommended an alternative date.

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

***Recommendation to  
Town Council***

**that a recommendation be made to Council that the attached schedule of Council and CAC meetings for 2013, be approved and downloaded to Councilor's calendar.**

**MOTION CARRIED**

**(c) Committee Appointments**

CAO Phillips reviewed those annual appointments that were made at the recent Strategy Session, pointing out those changes noted. A revised list was created to be posted to the website.

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

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that the list (as attached) of committee appointments be approved.**

**MOTION CARRIED**

Points from Discussion

- Should there be meetings scheduled before this list is ratified at Council in January, those newly appointed individuals will attend.
- The County of Kings will be notified of these appointments.

**CORRESPONDENCE**

**(a) Dr. C.C. Maltby**

This correspondence was already addressed as part of the Tim Horton's Request earlier on the agenda.

**(b) Gail Lightfoot**

CAO Phillips summarized the concerns that Mrs. Lightfoot brought forth regarding the existing sewer lines on her property which adjoin to her neighbour's lines. He noted that it appears that the neighbour has agreed to replace his sanitary sewer, thereby resolving part of the issue.

Costs have been identified for core drilling of the old sewer main

(\$4500), bringing the new main to the neighbour's property lines and for some other minor issues (tree removal, steps replaced) on the property, and the Town's Engineer is reviewing these.

It was moved Councilor Bill Boyd and seconded by Councilor Nola Folker-Hill

**that the letter from Mrs. Lightfoot be received and that she be notified that the Town is discussing the course of action to be taken in regards to the sanitary sewer.**

**MOTION CARRIED**

**(c) Rev. Trevor Lightfoot**

This letter was written by Rev. Trevor Lightfoot, to the neighbour Mr. Ron Deluney, in support of his mother, Gail Lightfoot. Mrs. Lightfoot's concerns were previously discussed by Council.

It was moved by Councilor Bill Boyd and seconded by Councilor Nola Folker-Hill

**that the letter from Rev. Lightfoot be received and that he be notified that the Town is discussing a course of action to be taken in regards to the sanitary sewer.**

**MOTION CARRIED**

Points from Discussion

- Director Whynot will report at the next CAC.

**(d) Premier Dexter**

A letter of congratulations was received from the Premier.

**(e) UNSM - REN**

This letter outlines some of the deadlines as mentioned in earlier meetings, and that \$2.2 million will be provided by the Province each year as funding. Six months notice will be given to the existing RDAs and provincial funding will hopefully remain, along with the municipal contribution.

Those dates of significance were:

December – January 2013 – Consultation and engagement of municipalities and RDAs.

Early January – Design REN structure.

Early – Mid January - Define benefits of partnership, issues, a tool kit, etc.

February 2013 – Agree on a model for the new REN with UNSM and the municipalities.

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(f) **Lower Speed Limits** (this item was added after the approval of the agenda)

Although not included on the agenda, a letter was referenced concerning a municipality's capacity to change speed limits in areas where slower moving traffic would create a safer environment.

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

*Recommendation to  
Town Council*

**that a recommendation be made to Town Council that a request be sent to the Premier asking permission to adjust speed limits in areas within Kentville that would benefit from lower speeds.**

**MOTION CARRIED**

(g) **Xmas Presentations**

Mayor Corkum presented a small gift to the press and to each Council member, wishing everyone a Merry Christmas.

**ADJOURNMENT**

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

**that the meeting adjourns at 5:00 p.m.**

**MOTION CARRIED**