

# Council Advisory Committee

## MINUTES

### September 10, 2012

#### PRESENT

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Nola Folker-Hill, Councilor Bernie Cooper (excused himself at 2:38 p.m. and returned at 2:52 p.m.), Councilor Bill Boyd, Councilor Eric Bolland, Solicitor Tom MacEwan, CAO Mark Phillips and Town Clerk Carol Harmes

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

Absent with regrets – Councilor Tony Bentley

#### CALL TO ORDER AND ROLL CALL

Mayor David Corkum called the meeting to order at 1:35 p.m. and CAO Mark Phillips reported that all members of Council were present (except for Councilor Bentley) and all directors were present, along with Solicitor Tom MacEwan, Town Clerk Harmes and himself, as CAO.

#### 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 Bernie Cooper

**that the agenda be approved with the addition of:**  
***5 (d) Kings Points-to-Point***  
***7(h) New School Speed Zones***  
***7(i) Funding Plans for Waste Water***  
***10. In Camera – Personnel and Land Negotiations***

**MOTION CARRIED**

#### PRESENTATIONS

(a) None

#### APPROVAL OF THE MINUTES

(a) **Minutes of July 9, 2012**

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

**that the Minutes of July 9, 2012 be approved as**

**circulated.**

**MOTION CARRIED**

**BUSINESS ARISING  
FROM MINUTES/OLD  
BUSINESS**

**(a) Marnie Parker’s Proposal (Review and  
Recommendation)**

CAO Phillips reported that a presentation was given by Marnie Parker on July 30, following her letter to Council regarding a proposal to develop a senior’s program. This particular initiative would involve her employment (cost shared by several municipal units) during which she would organize bus trips through local companies, which would allow seniors to enjoy some of the tourist attractions at the local towns and villages. Council asked that staff review this initiative and report back, providing a recommendation to them.

CAO Phillips suggested that the area CAOs should meet to discuss whether or not there is an interest in working together and funding this project as a joint program. However, there has been no meeting to date.

**(b) KCA Land Purchase Proposal**

At the July 30<sup>th</sup> Council Meeting, Council discussed the pros and cons related to the purchase of the recently vacated KCA premises on School Street. During a public meeting on this matter, Council learned that there was an interest in the community to maintain this property for future use, and subsequently agreed to exercise the option to purchase the 7.2 acres of land for the sum of \$1, along with proposing an offer to purchase the 2 additional acres of green space adjacent to that site. Council felt that this additional property expanded the options for site development, and therefore, proposed this offer to the School Board.

CAO Phillips sent a request to the AVRSB and feels optimistic that the this proposal will go to the board next week. However, he felt that should the property be acquired by the Town, a more substantial cost may be involved in its acquisition.

Points from Discussion

- The Town could take ownership of the property within weeks.
- A walk-through of the school is planned for Wednesday.
- Some vandalism has been reported to the Fire Department (dumpster fire)
- Senior Managers will discuss security at the property.

**(c) Motor Vehicle Accident Analysis**

Town Engineer Fred Whynot and Police Chief Mark Mander addressed the request from Council that an analysis be carried out on the areas of Town that saw the most frequent motor vehicle accidents. In the report from the Transportation Authority Fred Whynot, he noted that the accidents were grouped in 3 categories – non fatal injuries, non reportable accidents (under \$1,000) and reportable accidents (over \$1,000). Of the 16 Non Fatal Injury accidents that took place in the downtown core, the majority took place on Cornwallis Street and were caused by driver error.

Of the 28 non reportable accidents in the downtown core and main routes throughout town, the majority took place on Main Street, and again, most were linked to driver error.

Of the 101 reportable accidents in the downtown core and main routes throughout town, the majority took place on Park Street, and most resulted from driver error.

Some considerations will be made in future budgets to reduce this number of accidents, with improvements to the visibility of crosswalks and potential road and intersection improvements where applicable.

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

**that the report on traffic accidents be received.**

**MOTION CARRIED**

Points from Discussion

- There may be some education for pedestrians who do not press the button at cross walks. Perhaps this could be added again to the newsletter or more signage placed on the post.
- A fine could be imposed if pedestrians do not indicate their intention to cross the intersection.
- The motorist is always at fault if a pedestrian is hit.
- There appears to be a number of incidents at the corner of Cornwallis and Webster Street with changing lanes.
- There are some site-line issues at cross-walks, especially if a larger vehicle is parked in a certain spot.

**(d) Kings Point-to-Point**

Councilor Nola Folker-Hill reported that she has taken Council's comment to a meeting of Kings Point-to-Point and has learned that the reason why the Town of Kentville has not been listed as a

funding partner on their busses, is that at the time, the Town was not contributing.

The Finance Director was asked to check out the dates that the Town supported this company and report back to Council.

**DEPARTMENTAL  
REPORTS AND  
RECOMMENDATIONS**

**(a) Finance  
(i) Director's Report**

Director Debra Crowell noted some highlights from the department:

- The final tax levy was mailed out the last week of August and payments are due on October 1.
- The First Quarter utility bills were due on August 24, 2012.

With Schedule A (revenue), if averaged evenly over the year, the benchmark would be 42%, however, revenue is above the average at 76.6%. With Schedule B (expenses), overall expenses are slightly under the benchmark at 37.8%, although some departments are over due to annual payments and bulk purchasing. With Schedule C (Summary of Outstanding Taxes), 47.7% of the current tax levy has been collected, with an outstanding amount of \$4,443,953.

Schedule D (Sanitary Sewer Area Service) is reporting a benchmark of 18.9% for revenue and with expenses reporting at 20.1%. Schedules E and F (Perpetual Investment Fund) saw investments total \$13.1 million at cost, with dividends at \$58,800. The Fund Manager indicates that the fund is on target.

Following a review of each account, it was moved by Councilor Bill Boyd and seconded by Councilor Bernie Cooper

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

**MOTION CARRIED**

Points from Discussion

- A recommendation could be made at the end of the month respecting the operation reserves for Valley Waste.
- Currently about 10 properties are potential tax sales.

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

**that a recommendation be made to Town Council that those funds from Valley Waste-Resource Management's operating surplus be deposited in their Reserve Account.**

*Recommendation to  
Council*

**MOTION CARRIED**

**(2) Projections**

Director Debra Crowell submitted a very lengthy report from which she noted that overall, as of August 31, 2012, the actual revenue is projected to end the year as under budget at \$59,700. She expounded on the various accounts relating to the budget and noted the factors that would influence the final outcome.

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

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

**MOTION CARRIED**

**(3) Temporary Borrowing Resolution – Town Capital \$997,100**

Director Deb Crowell noted that a Temporary Borrowing Resolution has been received which is for various purchases, relating to the Town's 2012-2013 Capital Program. These funds will be drawn down as needed

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

***Recommendation to Council***

**that a recommendation be made to Council that it authorizes TBR12/13-01 for Various Capital Purposes, in the amount of \$997,100.**

**MOTION CARRIED**

**(4) Temporary Borrowing Resolution – KWC - \$300,000**

Director Deb Crowell reported that the capital budget approved on March 13, 2012 included funds for the replacement of the Belcher Street Water Reservoir. The Town had received Building Canada Fund approval in the amount of \$800,000, however, considering the 1/3 cost-sharing with the Province and Federal government, along with the UARB approval of the capital budget expenditures, the amount of this TBR is for \$300,000.

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

***Recommendation to Council***

**that a recommendation be made to Council that it authorizes TBR 12/13-02 for the Water Commission, in the amount of \$300,000.**

**MOTION CARRIED**

APPROVED – October 9, 2012

**(5) Temporary Borrowing Resolution – Land - \$370,000**

Director Deb Crowell reported that as a housekeeping matter, the attached TBR must be replaced with current documentation, so as to fund costs relating to the Kentville Futures Land.

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

***Recommendation to Council***

**that a recommendation be made to Council that it authorizes TBR 06/07-04 Land (Kentville Futures) in the amount of \$370,000.**

**MOTION CARRIED**

**(6) Tax Account Write-Off – Business Occupancy**

Director Deb Crowell reported that an outstanding amount remains unpaid for business occupancy tax, due to the closure of a business in Kentville. Although the account remains with an external collection agency, at this point in time, she recommended that the amount be written off from the Town's books.

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

***Recommendation to Council***

**that a recommendation be made to Council that that the business occupancy tax account for this business, in the amount of \$2,655.49 be written off.**

**MOTION CARRIED**

**(7) Interest Rate 2012-2013**

Director Crowell reported that in conformance with the policy respecting the application of interest charges on outstanding accounts, she has reviewed the current rate and notes that it is within the range charged by other municipalities, and furthermore, serves as an incentive to pay. Prompt payment ensures that the Town has cash reserves required for its operations, while reducing internal costs, external collection costs and write-offs.

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

***Recommendation to Council***

**that a recommendation be made to Council that the interest rate on outstanding accounts for the Town of Kentville remain at 2% per month (26.8% per annum) for the year April 1, 2012 to March 31, 2013.**

**MOTION CARRIED**

APPROVED – October 9, 2012

*(Note: Director Crowell reported that she has provided all members of Council with a report on the Municipal Indicators for the current year.)*

**(b) Planning and Development**

**(i) Director's Report**

Director Bev Gentleman reported that there were 19 building permits, amounting in building value of \$1,530,300, which brings this year's valuation to \$6,945,981.

She added that:

- Kings 2050 group continues to meet and there is a workshop scheduled for September 26<sup>th</sup>.
- Valley Waste's small scale wind turbine saw approval given to amend the MPS and LUB to allow for devices within the Industrial Zone; a Public Participation meeting is scheduled for September 12 at 7:00 pm.
- Rafuse Machine Shop saw amendments made to allow a change of use of this property. A Development Agreement for a new use will be presented later on the agenda.
- Parking Study – The analysis of this study should be available next month.
- Colliers International – Although interest was expressed for a development on a portion of the Kentville Futures site, the proposed use did not meet the Land Use Bylaw and the proposal was withdrawn.
- Oakdene/Belcher Street property – the sale of this land has been completed.
- Shannex – Jason Shannon advises that expansion to this facility is being considered, although not yet a certainty at this time.
- Unsightly Premises – Issues continue with properties, one of which was demolished over the summer months.

Director Gentleman also listed a number of meetings she attended, following which, it was moved by Councilor Eric Bolland and seconded by Councilor Bernie Cooper

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

**MOTION CARRIED**

Points from Discussion

- The ornamental lighting aspect of the agreement with Shannex was for the benefit of the residents of the assisted living complex.
- Shannex was to build 3 buildings simultaneously, however,

APPROVED – October 9, 2012

only one building was actually built and no time-lines were set on the construction of the other parts of this development.

**(2) Development Agreement – Rafuse Machine Shop Property**

Director Bev Gentleman reported that Sand and Sea Dive Shop entered into a Development Agreement with the Town to operate an office and equipment storage facility for their scuba diving business at the former Rafuse Machine Shop property. The machine shop had operated as a non-conforming use for over 40 years, and after having set idle for some time, the property has reverted back to (R2) residential two-unit dwelling.

However, residential development at this site is not likely, due to a number of existing factors, and as such, the owner has asked that consideration be given to amend the Municipal Planning Strategy to allow the property to be used for another non-conforming use, as per a Development Agreement. Council has approved the application for the amendment.

Following further explanation by Director Gentleman, it was moved by Councilor Eric Bolland and seconded by Councilor Bill Boyd

***Recommendation to  
Council***

**that a recommendation be made to Council to hold First Reading to adopt the Development Agreement for the Sand and Sea Dive Office and Equipment Facility at 245 Main Street  
and further  
that a Public Hearing be held on October 17, 2012.**

**MOTION CARRIED**

Points from Discussion

- This building will be used for office space and storage and only a small sign will be posted on the property.
- Attempts have been made to ensure that this property will blend into the surrounding community.

**(iii) Environmental Advisory Committee Report**

Chairman Eric Bolland reported that a meeting is scheduled in a couple of weeks.



APPROVED – October 9, 2012

**(c) Parks, Recreation and Community Development**  
**(i) Director's Report**

CAO/Director Mark Phillips reported that:

- All summer program registration numbers were high, especially tennis, which was run this year by an independent instructor. A percentage of the fees charged was turned out to the Recreation Department.
- Public skating, shinny and hockey have begun at the arena.
- Tournaments and regular Wildcats games continue at Memorial Park.
- The Mountain Bike Association held its Gorge Race on September 2<sup>nd</sup> at the Participark.
- The Walking School Bus with children from Palmeto and Glenwood Subdivisions has begun.
- The reading of the Pumpkin People book, will be done again this year by Mayor Corkum, who will read to the children at KCA on September 27<sup>th</sup>.
- The Terry Fox Run will be held at KCA School on September 16<sup>th</sup>.
- The Harvest Festival will take place on October 6<sup>th</sup>, which is Thanksgiving weekend.
- The Kings Arms Pub will have an event in Centre Square, as part of the Harvest Festival called "Octoberfest" and this will feature music, a beer tent, wine and food from 2:00 pm until 11:00 p.m. Following this, other events will take place at the Pub itself.
- The Pumpkin People will visit from October 6<sup>th</sup> until the 28<sup>th</sup>, with a theme this year as "Lights, Camera, Pumpkins."
- There have been many comments over the years about the poor condition of Kentville Memorial Pool, and funds should be allocated for some extensive upgrades.

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

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

**MOTION CARRIED**

Points from Discussion

- The \$50,000 allocated for pool repairs will be helpful, however, a more extensive over-haul should be addressed at a Strategy Session.
- Centre Square has the infrastructure in place and is safer for participants, although it isn't always visible.
- The involvement of Kings Arms will "pump" up the event, and although others have been asked to become involved in

APPROVED – October 9, 2012

- past events, few seem interested.
- General advertisement and solicitation of vendors and events is placed in the paper prior to the event.
  - Recreation staff should be congratulated for making some changes with the tennis program and with the increased usage of this facility.
  - The Shannex Harvest Pumpkin Mile has been scheduled, sponsors are being organized and people are registering for this event already.
  - The flowers around Town have received a number of good comments from residents and visitors.

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

Lindsay Young reported that :

- The VIC and AVCC partnership has seen a successful summer and intentions are to sign the MOU next week.
- The Hotel Study application has been completed, however, must be reviewed by KDCL before submitted to NSERDT for funding.
- The Kentville Connection October publication will be out in October.
- A Mountain Bike Promotional Video is being made as a promotional tool for mountain biking in the area.
- Octoberfest – Kings Arms Pub will host an event in Centre Square, which will be part of Harvest Festival events. Bands, food vendors, beer, wine concessions and other events will be featured.
- Pumpkin People / Harvest Fest/Octoberfest – Marketing – Additional promotion will be done for these events in the Apple Valley Scoop, The Herald's Autumn Adventures and in a New Brunswick publication.
- Website Update – The Recreation and IT departments are working together to update the Town's website. Kula Group has been awarded the work

It was moved by Councilor Bernie Cooper 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 noted that there is no report at this time.

APPROVED – October 9, 2012

**(d) Police Report**

**(i) Chief's Report**

Police Chief Mark Mander reported that, amongst other statistics:

- There were 62 hours of foot patrol in August.
- 324 calls were made to dispatch after hours.
- 13 commercial alarms and 4 residential alarms were responded to.
- 32 parking tickets were issued

He added that the Town was a co-organizer for the Police Board Conference which was held last week at the Old Orchard Inn.

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

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

**MOTION CARRIED**

Points from Discussion

- The Police Conference was well run with good representation from Police Chiefs and former Chiefs.
- The topics on the agenda addressed timely concerns shared by many municipalities.

**(ii) Board Report**

Councilor Bernie Cooper reported that a meeting is scheduled for Wednesday and wished to also thank Councilor Folker-Hill for her contribution to the Conference.

**(e) Transportation Services**

**(i) Directors Report**

Director Whynot reported that:

- the majority of capital program projects are expected to be completed by October.
- Staff is being trained to use the sewer cameras and the recordings will be used for future capital work.
- Regional Sewer System – capital projects for the treatment plant should be under budget; discussions continue on governance of sewer system.

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

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

**MOTION CARRIED**

**(f) Water Commission**

**(i) Directors Report**

Director Whynot noted that:

- Water quality continues to be within acceptable limits.
- Belcher Street Reservoir replacement costs (with Building Canada Funds) may come in lower than expected.
- Leaking gate valves were repaired at St. Mary's Court and Foxhill Avenue. A leak on Chester Avenue will be closely monitored with repairs in the Spring of 2013.
- Training has begun on a new valve exerciser.

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

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

**MOTION CARRIED**

Points from Discussion

- With the recent heavy rains, some water has collected near the former Superior site and this is being diverted.

**(ii) Commission Report**

Mayor Corkum had nothing further to report.

**(g) Administration**

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

Highlights from the report:

- *Kings Partnership Steering Committee* – a meeting will be held on September 13<sup>th</sup> to address the future of the RDA, the Fire Service and Video Conferencing.
- *Kings County Fire Services* – A meeting of the Fire Chiefs will be held on September 13<sup>th</sup>.
- *JFSC* – A meeting was held on August 2<sup>nd</sup> regarding the fire chief, and a discussion will take place on an administration model for the department. The Town's Finance Department will no longer manage the finances of the Society.
- *Kings Transit Authority* – the transfer station should be installed this month.
- *AMANS* – CAO Phillips is serving on the Electronic Records Committee and the Fall Convention will take place from November 6 to the 9<sup>th</sup>.  
*UNSM* - A report has been forwarded to the committee for the Towns Task Force, to be discussed at the Fall Conference taking place in Halifax from September 18 to September 21.
- *Regional Sewer Committee* – Meetings continue to discuss governance and others, with private partners, are being

APPROVED – October 9, 2012

- planned.
- *Fire Inspection Agreement with County* – A list of properties that require fire inspections has been prepared by the Planning Department, and discussions will take place to determine the required resources, the existing Agreement and the budget for this service
  - *Police Commission Meeting* – A meeting on August 14 included Conservative Justice Critic Allan MacMaster.
  - *The United Church of St. Paul and St. Stephen* – It appears that operations will continue until the end of the December, during which time relocation, consolidation and new construction will be discussed.
  - *2012 Municipal Election* – Work continues with the election.
  - *Old KCA Property* – the Town has made an offer to purchase the old school from AVRSB, however at the current time, the buildings are being cleaned out, and a RFP is being created for an advertisement for a new purpose for the property. Risk Management and security measures are being reviewed.
  - *HR Management* - An ad for the Recreation Director has been placed once again.
  - *APA* – A grievance about STAT time is scheduled for a hearing on December 4<sup>th</sup>.

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

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

**MOTION CARRIED**

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

Clerk Carol Harnes reported on the number of meetings and noted that last week she attended a session on Race Relations and Anti-Discrimination at which input into the Action Plan was gathered, to be presented at the Wednesday evening event at the Old Orchard Inn. Plans for the upcoming election are proceeding well and a brief report (attached) has been prepared by Returning Officer Al Kingsbury. She noted several dates that relate to this event.

Also, as part of the policy relating to Council Remuneration, a survey was conducted and will be presented later on the agenda. She also confirmed that registrations have been carried out for the UNSM Conference in Halifax and the AMA Convention also in Halifax.

APPROVED – October 9, 2012

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

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

**MOTION CARRIED**

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

Councilor Bernie Cooper – The NS Police Chief’s Conference at Old Orchard Inn was well organized.

Councilor Nola Folker-Hill - The Police Conference was very interesting and addressed current problems existing in other municipalities.

Deputy Mayor Pearl – The Police Conference was well done.

**NEW BUSINESS**

**(a) Minutes from Agencies**

Councilor Bill Boyd asked if staff could post minutes to the council Website, which might be received from other agencies. It was suggested that councillors log on the agency’s website, (by way of the link on the website), as this was make sure that the most up-to-date information is available.

**(b) Wireless Downtown Kentville**

Councilor Eric Bolland presented an article regarding the wireless network offered in the downtown core area of Yarmouth. He asked if a future council could consider the installation of free internet access to businesses in the downtown. The town of Lunenburg also provides this service.

Points from Discussion

- Although I-Pads and I-phones are used, it appears that the majority of businesses may not have these devices.
- Jason Bethune has done some research in the past and although some changes have been initiated, IT staff can give an update on this.

**(c) Council Meeting Change**

Town Clerk Harmes reported that the *NS Elections Act* requires a minimum of 10 days, and maximum of 4 weeks between Election Day and the inauguration of new members of Council. The 10 days minimum allows for a recount of votes, should this be necessary.

She further added that as the October regular meeting of Council is scheduled for October 29<sup>th</sup>, and the municipal election will take place on October 20<sup>th</sup>, this 9 day period fall shorts of the requirement. Subsequently, she recommended that October’s

APPROVED – October 9, 2012

Council meeting be cancelled and that a special meeting be scheduled for the following week.

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

***Recommendation to Council***

**that a recommendation be made to Town Council that it cancels its October 29<sup>th</sup> meeting, and schedules a Special Meeting of Council to address both routine Town business and the inauguration of the Mayor and Council for the term of office 2012-2016**

**And further**

**that this meeting takes place in the Kentville Council Chambers at 7:00 p.m. on November 5<sup>th</sup>, 2012.**

**MOTION CARRIED**

**(d) *Council Remuneration and Benefits Policy Statement G5- Proposed Amendments***

Town Clerk Harmes reported that *Policy Statement G5- Council Remuneration and Benefits* requires that a survey and recommendation be provided to Council every four years, prior to the regular municipal election, with any new rates effective upon the appointment of the Council for the upcoming term of office.

She noted that a survey was conducted with 8 towns and the County of Kings, and it appears that remuneration for the Mayor and Council of Kentville is in line with what other similar municipalities are providing. With the adjustment of the cost of living increases over the years, she recommended that Schedule A be amended to reflect this change only.

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

***Recommendation to Council***

**that a recommendation be made to Town Council that it, for the 2012-2016 term of office, establishes the remuneration for the Mayor and Council, by approving an amendment to Policy G5, which deletes the existing Schedule A and replaces it with the new Schedule A, as attached, to reflect the cost of living increases.**

**MOTION CARRIED**

**(e) *Video Conferencing***

CAO Phillips presented a draft copy of a policy statement which outlined the conditions under which Councilors may participate

electronically in a council or committee meeting. He added that this particular policy is in operation in Bridgetown and is working well. Area CAOs have agreed that a jointly adopted policy by all municipal units would be preferred, and therefore, each CAO will present this policy for Council consideration.

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

***Recommendation to Council***

**that a recommendation be made to Town Council that the attached Video Conferencing Policy be adopted.**

**MOTION CARRIED**

Points from Discussion

- this type of technology has been in place with the School Board for some time, and is needed in municipal government.
- This technology appears effective and affordable, and has been recently witnessed during the Police Conference.
- Meetings involving e-conferencing can be recorded.

**(f) Award – 2012 Capital Projects**

Town Engineer Fred Whynot reported that a tender was prepared for several capital projects, for the 2012-13 Capital Program, for Transportation Services and for the Kentville Water Commission, and that these closed on September 6<sup>th</sup>. He added that the budget for these projects was estimated at \$360,000, significantly lower than the lowest bid received. He noted that with the recovery of HST and some cost overruns for the Sanitary Sewer and Water Main Renewal on Melbourne Avenue, the shortfall is reduced to \$130,000 which could be funded by the Paving/Resurfacing Capital Budget.

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

***Recommendation to a Special Meeting of Council***

**that a recommendation be made to a Special Meeting of Council following this meeting of CAC, to approve the above contract in the amount of \$520,507.25, as submitted by Dexter Construction Company Limited, with additional budget funds coming from other capital budgets, where money is available.**

**MOTION CARRIED**

**(g) Award of 2-Ton Truck**

Town Engineer Fred Whynot noted that tenders were called for the



APPROVED – October 9, 2012

purchase of a 4 by 4 2-ton Truck chassis, as per the approved 2012-13 Capital Program, and that these closed on August 30<sup>th</sup>, with a budgeted amount of \$75,000.

As the delivery dates would be January 2013, followed by the installation of the truck box, plow, etc., this would delay the availability of this unit for winter storms. Therefore, two local dealerships were asked if any units (as specified) were locally available, and both Valley Ford and Kentville Chrysler responded. Although in both cases the installation of the truck boxes had been done, the final costs still remained within budget.

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

***Recommendation to a  
Special Meeting of  
Council***

**that a recommendation be made to a Special Meeting of Council following this meeting of CAC, that Council rejects all tenders received on August 30, 2012 for the 4 X 4 2-ton truck chassis,**

**and further**

**that it accepts the unit proposed by Valley Ford in the amount of \$64,458.65 (including HST), but if this unit is no longer available, it accepts the unit proposed by Kentville Chrysler in the amount of \$67,308.35 (including HST)**

**MOTION CARRIED**

**(h) New School Speed Zones**

Councilor Nola Folker Hill noted that the speed limit in school zones has been advertised as changing to 30 kilometers, while in Kentville that is not the case, as it remains at 50 kilometers near the new KCA. Further, the issue of “when children are present” is confusing to motorists and some changes need to be made so motorists and pedestrians are informed.

Points from Discussion

- 30 kilometer an hour signs will be posted on Park Street as well.
- Children need to be taught to be careful and it is a joint responsibility.
- The Province should have been consistent with establishing the speed limits.

**(i) Waste Water (Funding)**

Councilor Nola Folker-Hill noted that she read on the FCM website the need for a waste water plan and wondered if the Town had addressed this problem. Town Engineer Fred Whynot stated that

APPROVED – October 9, 2012

there is currently a committee in place reviewing this.

**CORRESPONDENCE**

**none**

**ADJOURNMENT**

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

**that the meeting adjourns at 4:39 p.m. to go In Camera to discuss personnel and land negotiations.**

**MOTION CARRIED**

**CAC MEETING  
RESUMES**

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

**that the In Camera Meeting adjourns and that the regular meeting of Council Advisory Committee resumes at 5:14 p.m.**

**MOTION CARRIED**

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

**that this CAC Meeting adjourns at 5:18 p.m. to go into a Special Meeting of Council, to discuss the awarding of the tenders for the 2-ton truck and the Capital Program 2012-13.**

**MOTION CARRIED**