

# Council Advisory Committee

## MINUTES

### May 13, 2013

#### PRESENT

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

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

#### CALL TO ORDER AND ROLL CALL

Deputy Mayor Mark Pearl called the meeting to order at 1:34 p.m. and CAO Phillips reported that all Councilors were present, along with the Town Solicitor Cris Shirritt, Town Clerk Harmes and himself, as Chief Administrative Officer.

#### 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 Tony Bentley

**that the agenda be approved with the addition of:**

***3 (c) Supporters of Police Services***

***7 (e) Mader’s Tobacco Store***

***7 (f) Shauna Porter of Porter’s Engraving***

***In Camera – Personnel Issue***

***10. Special Council Meeting***

**MOTION CARRIED**

#### PRESENTATIONS

**(a) Danny Cavanagh – CUPE – 10% shift**

Mr. Cavanagh provided Council with a paper copy of his presentation, from which he noted that this project, as supported by CUPE, called The Ten Percent Shift, is meant to educate people on the importance of spending locally. He pointed out that of locally owned businesses, \$32 of every \$100 spent leaves the community, while at a non-locally owned business, \$57 leaves for every \$100 spent.

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With the \$2 billion each year spent by Nova Scotians on groceries alone, if 10% is spent on local products, over \$50,000 would go back into the community. When money remains in the local economy, it gets spent again and has a positive multiplying effect. This would make the local economy more sustainable and protect and improve the economy.

He added that there is a 10% Shift website, which would encourage the general population to take the pledge and shift their thinking of how they spend their money.

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

*Recommendation to  
Town Council*

**that a recommendation be made to Town Council to support the 10% Shift Project and, if possible, to link their website with the Towns.**

**MOTION CARRIED**

**(b) Valley Community Learning Association – Kathie Gartner and Tracey McEachern (Literacy Mile Project)**

A slideshow presentation from this organization pointed out their work being done in the field of education with projects such as helping participants to complete examinations, tests, applications and resumes. Training is also provided for those trying to learn English and for individuals requiring a jump-start into the trades. As a result, regular tutoring and development of studying skills has become a very busy aspect of the time spent by VCLA.

They noted that illiteracy is a problem in many communities (1 in 4 people in the Annapolis Valley), with an estimated 6 Kentville residents attending the program.

There are many gaps in the funding provided and this past weekend the Literacy Mile was held to bring in funding. Some individuals do not fit into the criteria to qualify for financial support.

Mayor Corkum thanked the presenters and suggested that financial support may be available through grants to organizations, which are allocated through the budget process.

**(c) Police Constables**

An opportunity to address Council, regarding the reduction of police constables, was given to the following individuals and their points made were:

- **Linda Scott** (Belcher Street, Kentville resident with businesses at Webster Court and Webster Street.) Being a female and employing a number of females, she is concerned about the safety of the staff after evening shifts. Currently, the response times of police to calls is excellent and has been a determining factor when people are selecting a place to live and start a business. It's important that people and their property are safe.
- **Dr. Charles Hamm** (owns several businesses in Kentville) is concerned about losing a front-line individual from the local police force, as safety of persons and property will be threatened. The prescription drug and street drug problem is serious in Town, however, the presence of Kentville Police reduces this. In recent years, late night drinking establishments often saw street brawls and crime in the early morning hours, as the crowds spilled out on the streets. Police response to any calls was excellent. Further, the ongoing physical presence of officers is a deterrent.
- **Bernie Conway** (lawyer and owns 2 law firms in Town) is a defense lawyer and sees lots of criminal charges in his practice. Cutting front-line police officers is an extreme reaction, which can result in a shortage of officers available when some members may be tied up with court business. To bring in extra officers at over-time would not make sense economically. He wondered if all considerations have been examined and if extra overtime would decrease any savings. He asked if statistics reflect the real situations of criminal activity. The one-on-one relationship that employees and residents of the town have with the police force is valuable.
- **John Carey** (lives in Aylesford and owns Kentville Chrysler). He is speaking in support of maintaining the full police force as their numbers and ability to respond quickly to an incident gives business owners peace of mind. At least a 30 minute response could be expected in areas patrolled by RCMP, and although there is a higher number per capita of Kentville Police serving its area, this is appreciated by business owners and residents.
- **Bill Watts** (lawyer in town) does prosecutions and sees what other people do not, as to the types and level of crime that takes place. The Kentville Police Force brings a sense of safety to residents and business owners of Town. Safety

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is a primary concern when considering the reduction of police officers and he worries for his family who could be vulnerable on the trails and streets of Town. As for the budget, he understood that alternatives have been brought forward by the Police Chief, which appear more reasonable that a staff layoff.

**APPROVAL OF THE  
MINUTES**

**(a) Minutes of April 8, 2013**

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

**that the Minutes of April 8, 2013 be approved as  
circulated.**

**MOTION CARRIED**

**BUSINESS ARISING  
FROM MINUTES/OLD  
BUSINESS**

**(a) KDCL Recommendation for Funding**

CAO Phillips noted that a Public Meeting was held on May 7<sup>th</sup>, at which time President of KDCL Bill Denyar presented his recommendation for a funding model for this organization. Following this, a revised recommendation (prepared by himself) was presented. Questions were asked from the audience and a survey was passed around.

Points from Presentations:

- The request from KDCL was for \$130,000 annually, with an up-front grant of \$20,000, with these funds taxed to the residents at 78.4%; at 14.3% for the Commercial segment; and the industrial sector at 7.3%.
- Council asked for a staff report, following which CAO Phillips presented another funding formula, based on the same amount, but funded at different percentages by the tax payers involved. He further added that an agreement be created addressing several aspects of the funding relationship between KDCL and the Town.
- Feedback was received from 21 people at the meeting, indicating that 9 residents said “yes” to support KDCL, 9 said “no”; 2 people said they would support the recommendation if the amount was lower; Commercial tax payers indicated - 1 “yes”, and 0 industrial representatives responded
- CAO Phillips presented the proposal that Town Council was prepared to accept as part of their budget. This amounted to \$125,000 (\$20,000 of which would be the 1 time start-up grant).
- Council recommended that residents be charged 25% (.007)

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Commercial tax payers be charged at 55% (0.75) and  
Industrial tax payers be charged at 20% (.066).

Following further discussion, it was moved by Councilor Bernie  
Cooper and seconded by Councilor Eric Bolland

**that a recommendation be made to Town Council that  
Council supports the \$150,000 request from KDCL, as  
presented, including \$130,000 core operating funding,  
plus \$20,000 start-up costs, and that the revenue be  
generated through the collection of a tax levy as follows:**

	2013-14 rate	Value	Percentage
Residential	0.01507	\$55,000	42.3%
Commercial	0.07200	\$55,000	42.4%
Industrial	0.06335	\$20,000	15.3%
		\$130,000	
Kentville's 2013-14 grant to KDCL		\$20,000	One time Start-up cost

**And further,**

**that an agreement between KDCL and the Town be created  
to include a transfer payment schedule, terms of agreement  
(suggested annual review), measureable outcomes, a staff  
selection process, out clauses and all other clauses to be  
included**

**MOTION DEFEATED**

Points from Discussion:

- Funding is needed by KDCL, however, KDCL members should remember that the Town has supported the RDA and will support the new REN3 when it is up and operational.
- It appears that the most efficient funding model (indicated in research) is to apply an additional levy on commercial businesses and then pay this back to the organization.
- This funding request should be addressed under “grants to organizations” and should be reviewed yearly, so as to not commit future Councils.
- KDCL and staff have created a proposal that is fair and reasonable, and any outstanding clauses in an agreement can be added after.
- Businesses in Kentville need some help and their prosperity affects the prosperity of the residents.
- Perhaps some expenses could be curtailed (like office rental and equipment) that would reduce the costs of this commitment.

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**(b) KVFD – Area Rate Budget**

At a recent Public Meeting held by the Fire Department to present the annual area rate, the attached budget was presented including those figures. In this report, the Town would provide \$170,200 and the County of Kings would provide \$251,200, with grants from Kentville at \$6,800 and from the County at \$70,700, bringing total revenue to \$528,300.

Area Rate Expenses would be the capital loan, Area Rate Purchases, Transfers to Area Rate Reserves and Area Rate Fees, thereby showing total expenditures of \$528,300.

The budget further outlined the expenses associated with the provision of this service. This balanced budget reflects an area rate from the Town of 0.401/\$100, a reduction from last year's being 0.501/\$100, which further reflects a decrease of 1 cent.

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

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that the 2013-14 Area Rate budget from the Kentville Volunteer Fire Department be accepted, and that the area rate of .0401/\$100 be included in the Town's 2013/14 Operating Budget.**

**MOTION CARRIED**

**(c) Chapter 93 – Yard Sale Bylaw (Tabled to this Meeting)**

Mayor David Corkum noted that this item has been tabled from a previous meeting, and therefore, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Bernie Cooper

**that the issue of Chapter 93 – Yard Sale Bylaw be removed from the table.**

**MOTION CARRIED**

Director Gentleman noted that since last being presented for Council's review, this document has been amended to allow yard sales in other areas outside of residential lots, which would support sales by church groups, community groups, etc. and to allow advertising signs and posters to be erected.

Therefore, it was moved by Councilor Eric Bolland and seconded by Councilor Tony Bentley

**that a recommendation be made to Town Council that**

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**First Reading be given to adopt Chapter 93 – Yard Sale Bylaw.**

Following a discussion on the definition of a “yard sale,” an amendment was proposed that would remove the word “used” in the definition. Following this, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Folker-Hill

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that First Reading be given to adopt the amended version of Chapter 93 – Yard Sale Bylaw.**

**AMENDED MOTION CARRIED**

**(d) Chapter 94 – Vending Bylaw (Tabled to this meeting)**

Mayor David Corkum noted that this item has been tabled from a previous meeting, and therefore, it was moved by Councilor Nola Folker-Hill and seconded by Councilor Tony Bentley

**that the issue of Chapter 94 –Vending Sale Bylaw be removed from the table.**

**MOTION CARRIED**

As this document included references to “yard sales” and would confuse individuals referencing both Chapter 93- Yard Sale Bylaw and Chapter 71 Vending Bylaw, the Town’s solicitor advised that the current Vending Bylaw (Chapter 71) be rescinded and replaced.

A new document, Chapter 94 Vending Bylaw, was introduced to Council at a previous meeting and amendments were proposed. This document was further discussed, following which it was moved by Councilor Nola Folker-Hill and seconded by Councilor Tony Bentley

**that Chapter 94-Vending Bylaw be tabled until the next meeting of CAC to allow for a re-write of this document, that removes all references to yard sales.**

**MOTION CARRIED**

Points from Discussion

- If the Vending Bylaw does not deal with the issue of yard sales, any reference to yard sales should be removed.
- These deletions will eliminate public confusion.

**(e) Housing First – Meeting May 14-15 (Council Rep)**

An email request and poster regarding a meeting on this issue and a

request for a Council appointee, was referred to this meeting. Council was asked for a volunteer however, no one was available on short notice. As an alternative, staff was asked to attend and bring back information to share with Council.

Points from Discussion

- The Town has no voice in this organization.
- Councilor Bernie Cooper volunteered to attend future meetings, if staff could attend the upcoming meetings.

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

***Recommendation to  
Town Council***

**that a recommendation be made to Council that staff attend the conference on May 13 and 14<sup>th</sup>, with Councilor Bernie Cooper attending future meetings, as the Town's representative.**

**MOTION CARRIED**

**DEPARTMENTAL  
REPORTS AND  
RECOMMENDATIONS**

**(a) Finance**

**(i) Director's Report**

Director Debra Crowell noted some highlights from the department:

- 4<sup>th</sup> quarter utility bills are due on May 24.
- Interim tax bills were issued and are due on May 31.
- Preparations are underway for the audit which will begin on May 21<sup>st</sup>.
- Kentville Water Utility will post a surplus this year of approximately \$20,800, however the Sanitary Sewer Utility will show a deficit of \$5,996.
- The Operating and Capital budgets for 2013-2014 will be presented in draft form later on the agenda.

As the 2013-2014 Operating Budget is not ratified, Schedules A (revenue) and B (expenses) are not included, nor is Schedule C (Outstanding Taxation), as these are not due until May 31<sup>st</sup>.

Schedule D (Sanitary Sewer Area Services) is included for the year ended March 31, 2013, as the fourth quarter is now billed and the revenue and expenses would be averaged equally at the 100% benchmark. With this reference point, overall revenue is at 88.4% and expenses are under the benchmark at 89.8%. The Sanitary Sewer Area Service is reporting a deficit of \$5,996.

Schedules E and F (Perpetual Investment Fund) are included for the year ended March 31, 2013. Investments total \$13.0m (at cost), and a full report detailed the Balance Sheet and the Statement of Reserves. The Fund's advisor noted that the success of this fund

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can be attributed to the management of the fund by the Committee and its policy statement created by Council.

She noted that:

- In the analysis of the year ended March 31, 2013, the surplus is currently reporting at \$215,700.
- Revenue is over budget at \$181,500 and expenses are under budget by \$34,200.
- A recommendation will be made that \$90,000 of this surplus is being transferred into the 2013-2014 Operating Budget, leaving \$125,700
- \$100,000 should be transferred to the Operating Reserve, leaving a surplus of \$25,700 in the Town's Operating Fund.

Following a review of the report, it was moved by Councilor Bill Boyd and seconded by Deputy Mary Mark Pearl

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council to approve the transfer of \$100,000 of the 2012-2013 current surplus of the Town of Kentville's Operating fund, to the Town of Kentville Operating Reserve.**

**MOTION CARRIED**

**(b)Planning and Development**

**(i) Director's Report**

Director Bev Gentleman reported that there were 11 permits issued for the month of April 2013, for a building value of \$1,528,300, which provides a yearly total of \$2,672,300.

She added that:

- Meetings continue on the MPS review and upcoming meetings will focus on residential development.
- Muttart's Law Office has sent a letter to Mr. Mutch regarding his unsightly premises on Belcher Street and that he should contact the CAO by May 16<sup>th</sup>, 2013.
- Another draft Yard Sale Bylaw has been prepared.
- A draft Vending Bylaw has been created to replace Ch. 71.
- Municipal Climate Change Adaptation Plan – staff has met with the County of Kings, the Towns of Berwick and Wolfville and SNSMR to complete the draft outline identifying the infrastructure at risk in future flooding and storm surging.
- Dangerous and Unsightly Properties – Several calls have been received regarding properties around Town, some of which will be addressed by Valley Waste Spring Clean Up.

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- She added that she has attended a number of meetings over the month.

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

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

**MOTION CARRIED**

Points from Discussion

- The issue regarding the sale of art from residences in Town will be discussed during the MPS and the LUB review.
- The Building Permit fee goes to the County for inspections.

**(ii) Environmental Advisory Committee Report**

Chairman Eric Bolland reported that this committee met on April 10 to organize the clean-up of the Town. Members of the Rotary Club assisted this effort, as did the Public Works Department. The Committee is looking for 2 new members and ads are on social media. The next meeting is May 21<sup>st</sup>.

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

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

**MOTION CARRIED**

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

**(i) Director's Report**

CAO Director Mark Phillips reported that:

- The Home Show had record-breaking attendance with a full house of vendors. Kevin Bennett did an excellent job.
- Summer program planning is underway for camps, swimming, however, the tennis programs are being operated independently.
- Summer Employment positions are currently being filled, and a 15-month position is available for an Intern for the summer and during a maternity leave vacancy in September.
- Catherine Coles is the new Farmer's Market Manager and plans are underway for the opening day of May 29<sup>th</sup>. The market will continue on a year around basis this year.
- Apple Blossom Festival plans are underway, with this year being the 81 years, with a theme – "A Time to Celebrate." Princess Kentville Lydia Ritcey will represent the Town.

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

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

**MOTION CARRIED**

Points from Discussion

- The mayor noted that he would be away for the Apple Blossom Festival and will call upon the Deputy Mayor to fulfill the role at the Apple Blossom Festival.
- The Tennis program has been well received in the community.

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

Lindsay Young noted that:

- The hotel study has been completed and funding from NSERDT has been received. Council can expect a full report within a few weeks.
- KDCL – A Public Meeting was held on May 7<sup>th</sup> to discuss funding options, following which a survey was completed. Twelve of the 21 voted to support KDCL's request, while 9 voted no support.
- Force Four Television production – It is hoped that an answer will be received shortly as to whether or not the project will proceed.
- Grant Programs/Opportunities - 2 new funding opportunities are available – First Impressions and the Competitive Edge – both targeted at Municipalities to develop attractive, distinctive and visitor-friendly downtowns and main streets.

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

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

**MOTION CARRIED**

**(iii) KCDC Report**

Mayor Corkum had nothing more to report.

**(d) Police Report**

**(i) Chief's Report - Crime Statistics**

Police Chief Mander reported a number of statistical categories based on monthly and year-to-date comparisons. He noted that the report reflected a colour code which indicated if the status of the

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crime with high, low or at the anticipated rate. He added that there were 102 hours of foot patrol in April, 18 business alarms sounding and 52 parking tickets issued.

He reported that there was a happy ending to a fraud case, with a successful stop-payment on a cheque. Also, the Valley area had a prescription pill drop-off and took in thousands of pills which could have been destined as street drugs.

It was moved by Councilor Nola Folker-Hill and seconded by Councilor Tony Bentley

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

**MOTION CARRIED**

Points from Discussion

- The number of domestic assaults is included under the general assault category.
- The programming on W5 on addictions was well done by the Chief, however, he noted that this problem was a national crisis and in some First Nations communities across the country, addition rates are over 75%.

**(ii) Board Report**

Councilor Nola Folker-Hill reported that there was a meeting on the budget at which a recommendation was made.

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

**that this report be received.**

**MOTION CARRIED**

**(e) Transportation Services**

**(i) Directors Report**

Director Whynot reported that:

- Staff has been busy with maintenance of areas disturbed by snow removal operations, along with general work in preparation for the Apple Blossom Festival.
- Tenders were prepared for some early spring work and further details will be discussed later on the agenda. Council reviewed the Capital Budget in April.
- The Regional Sewer System will need the replacement of the RG5 Sewage Lift Station and tenders have closed, indicating costs may be under budget. This work will improve its efficiency and reduce odours near the

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Cornwallis River Bridge.

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**

Points from Discussion

- An easy estimate of the Town's costs for the Apple Blossom Festival would be \$15,000 which excludes contributions made in kind and routine street maintenance. The Police Department, Recreation Department and Public Works Departments all contribute resources to this event.

**(f) Water Commission**

**(i) Directors Report**

Director Whynot noted that:

- Water quality continues to be within acceptable limits.
- Hydrants are being flushed as part of our annual procedures.
- Water samples were collected by NSDOE for an audit.
- Divers had been hired to inspect the Chester Avenue and Industrial Park water reservoirs and video results were favourable.
- Completion of the Belcher Street Water Reservoir project is nearing with the foundation, valve chamber walls and general pipe layout completed.

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

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

**MOTION CARRIED**

**(i) Commission Report**

Mayor Corkum had nothing further to add.

**(g) Administration**

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

Highlights from the report:

- The Office of Aboriginal Affairs (OAA) remains interested in the 30 plus acres on the south side of the park, however, discussions will be necessary to determine its future.
- Kings Partnership Steering Committee – A letter from Mayor Corkum regarding the County's comments in the

local media on the Town's commitment to this group, will be noted later on the agenda.

- A meeting of REN3 was held on May 3<sup>rd</sup>, with both provincial and municipal units present (except Annapolis County and Annapolis Royal). Eight units have signed the declaration of cooperation, with the possibility of a 9<sup>th</sup> unit having signed. The next steps will be selecting members for the Liaison Committee, Selection Committee and the Board of Governors.
- Requests from KDCL have been reviewed by Council and discussed during budget deliberations. Support is reflected in the proposed operation budget to be brought before Council later on the agenda.
- JFSC – Both Councils have approved the 2013-14 Fire Operating Budget, and the 2013-14 Fire Area Rate Budget has received initial approval. Plans are to hire an Administrative Coordinator.
- AMANS – A Spring workshop will be held from June 12 until 14<sup>th</sup>.
- Regional Sewer – The Operating and Capital Budgets have been recommended by the Committee and further discussions continue on governance and some terminology.
- KCA – The Barnard Group is creating a marketing plan to sell this property.
- Kentville Futures Lands – 2 separate enquiries regarding the lots for sale have been received and have been discussed and referred to Colliers.
- United Church of St. Paul and St. Stephen – The Rotary Clubs' Community Development Committee has presented the concept of purchasing and repurposing this building with the possibility of a library at this location. A community non-profit group, similar to the indoor facility board was suggested as a possible model.
- 2013-14 Operating and Capital Budgets – Both budgets will be reviewed by Council later.
- Human Resources – With the renovations near completion, bill payment will return to the main floor. Currently Pat Gourley has been carrying out those functions.
- APA Agreement – A meeting on May 3 was held to discuss service levels, the budget and areas of cost savings.
- The APA has issued a press release regarding police reduction numbers.
- OHSW Committee – Seasonal training for summer staff and full-time staff is being coordinated.

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

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

**MOTION CARRIED**

Points from Discussion

- Mike Barnard will arrange advertisement for the sale of the old KCA property.

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

Clerk Harmes had no written report, however, noted that day-to-day operations continue and there are some old policies being brought forward later with a recommendation to rescind.

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

Mayor Corkum attended the UNSM and Planning Conferences and spent some time with the Premier and Minister MacDonnell talking about the inconsistencies of rural vs. urban centers. If only one change was made (i.e. Province to cover costs of highways and road maintenance in Towns), this would drastically affect the budgets and tax rates and would provide equity within UNSM. The discussion was interesting on the REN, however, he was disappointed that the County and Town of Annapolis chose not to join this organization. He add that REN3 is well advanced compared to others in the Province, and hoped that consideration will be given to Kentville to establish the REN office here. He thanked Council for member's support at the UNSM.

Deputy Mayor Mark Pearl – The UNSM and Planning Conference were both good. He reiterated the impact of WiFi in Moncton, especially on the Kodiak Transit System, as this was being considered for Kings Transit. The Stats information – Kentville growth rate in Kentville was the second highest (4.6%) in Nova Scotia and was the only Town outside of metro that wasn't declining.

Councilor Eric Bolland – Planning Conference was interesting and he pointed out some comments on the climate change adaptation projects. Best actions were considered on a number of issues, along with growth potential of municipalities and tax assessments as they relate to the type of structures. WiFi, concerts, and parking spaces successfully addressed by the city of Moncton were also shared with the group.

Councilor Bill Boyd – attended the UNSM workshop – fracking was debated with its pros and cons, engagement of youth within

politics was also discussed.

Councilor Bernie Cooper – attended the UNSM Workshop and enjoyed several sessions. He noted a number of young women at the conference and enjoyed seeing that there has been a shift in these demographics.

Councilor Tony Bentley – enjoyed UNSM and the topics on youth engagement and fracking was well debated. It might be a good time to bring back the concept of a Youth Council.

Councilor Nola Folker-Hill attended the Planning Conference and enjoyed the session on the development and resurgence of how the City of Moncton has developed, especially with the WiFi installation in downtown. Building homes to last was an interesting session and this related to the shifting demographics, with life style and physical changes being considered with construction. She attended the UNSM and enjoyed the sessions.

## CORRESPONDENCE

### **(a) Annapolis Valley Regional Library**

A letter from Frances Newman, the Regional Librarian, gave a report on the roles and responsibilities of both the Regional Library Board and the municipalities. CAO Phillips reviewed the content of this letter as information for Council.

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

**that the letter from Annapolis Valley Regional Library be received.**

**MOTION CARRIED**

### Points from Discussion

- The community understands that the construction of a new library in Kentville may not happen, however, it is possible that a private group may renovate an existing vacant property and engage the Library as a tenant.

### **(b) Northeast Kings Education Centre**

This letter thanked the Town of its generosity towards the graduation last year, by contributing bursaries. The School Counselor reported that this year's ceremonies will be on June 26<sup>th</sup> and the Town should advise the school of who the presenter for the bursaries will be this year.

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

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**that this letter from NKEC be received.**

**MOTION CARRIED**

**(c) Dennis J. Ramsay – petition**

This folk artist, who has been the topic of media coverage lately, has submitted a list of individuals who support the public display of art on this lawn in Kentville.

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

**that the petition from Dennis Ramsay be received.**

**MOTION CARRIED**

**(d) Letter to County (KPSC)**

CAO Phillips noted that this letter was a rebuttal to the media coverage of comments made by County Council members, following which, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Eric Bolland

**that the letter sent from the Mayor in response to County Council's response in the media regarding KPSC, be received**

**MOTION CARRIED**

**(e) Mader's Tobacco Store**

A letter from Mr. Gee noted that Council should consider the increasing crime, and Kentville's status as having a low crime rate, before reducing a front-line officer.

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

**that the letter from Mader's Tobacco Store be received.**

**MOTION CARRIED**

**(f) Porter's Engraving**

Shawna Porter expressed her concern after receiving a notice about the layoff of a Police Officer, and asked Council to reconsider this decision. She felt that the Kentville Police Services provided an excellent response to crime in this Town.

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

**that the letter from Shauna Porter be received.**

**MOTION CARRIED**

**ADJOURNMENT**

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

**that the meeting adjourn at 4:45 p.m. to go In Camera to discuss a personnel issue.**

**MOTION CARRIED**

**CAC RESUMES**

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

**that the In Camera meeting adjourn at 5:06 p.m. and returns to the regular meeting of CAC.**

**MOTION CARRIED**

**NEW BUSINESS**

**(a) 2013-2014 Operating Budget**

Finance Director Deb Crowell introduced the proposed Operating Budget highlights, noting the process undertaken and the major drivers considered in the preparation of this document. She added that Council's taxation goals have been met and that the General Tax rate would be reduced from \$1.75 <sup>2</sup>/<sub>5</sub> per \$100 to \$1.71 <sup>2</sup>/<sub>5</sub> per \$100 which is a 4 cent reduction. The residential rate decreases by 0.2%, the total residential tax rate decrease is <sup>1</sup>/<sub>4</sub> of one cent per \$100. The commercial rate decreases 0.8% and total commercial tax rate decrease is \$.03 cents per \$100.

She produced charts and graphs showing how the tax dollar is spent, how revenue is identified, how current rates equate to past years and how these rates relate to other municipalities. Following this, she summarized the main details of the presentation and made a recommendation for Council to adopt the proposed Operating Budget and the proposed tax rates, as indicated in the report.

Therefore, it was moved by Councilor Eric Bolland and seconded by Councilor Tony Bentley

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that the proposed 2013-2014 Operating Budget for the Town of Kentville be approved as follows:**

Revenue	\$11,876,400
Expense	\$11,876,400
General Tax Rate	\$1.71 & <sup>2</sup> / <sub>5</sub> C/\$100 assessed value

**And further**

**that the proposed tax rates for the year April 1, 2013 to**

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**March 31, 2014 be ratified as follows:**

	<i>Residential (per \$100)</i>	<i>Commercial (per \$100)</i>	<i>Industrial (per \$100)</i>
<b>Municipal base rate</b>	\$1.36 and 2/3 ¢	\$3.37 and 4/5 ¢	
<b>Fire area rate</b>	4 ¢	4 ¢	
<b>Hydrant area rate</b>	8 ¢	8 ¢	
<b>Economic Development Levy</b>	¾ ¢	7 and ½ ¢	6 and 1/3 ¢
<b>Total Residential</b>	1.49 and 2/5 ¢		
<b>Total Commercial</b>		3.57 and 2/5 ¢	

**MOTION CARRIED**

Points from Discussion

- Funding remains in the budget for KDCL, and therefore, should this not be used for its original purpose, that amount can remain and be used for community development in general.
- An amendment should have been made during the discussion with KDCL to change this aspect of the budget.
- The CAO should contact KDCL to determine what their comfort level would be with the proposed reduction of the amount they requested.

**(b) 2013-2014 Capital Budget**

Finance Director Crowell introduced the 2013-2014 Capital Budget, along with the for 2014-2018 Capital Investment Plan. She noted that Council considered the costs of maintaining and improving current infrastructure, increasing efficiencies, constructing new services and providing quality-of-life services. To this end, the proposed Capital Budget for 2013-2014 amounts to \$1.54 million and involves 43 single-year projects.

Director Crowell presented a review of the various projects and the percentage of the budget for each, the funding sources provided, and the proposed projects by nature and by type. Projected capital costs were considered for 2015-16, 2016-17 and 2017-18. Lastly, she noted that debt servicing has been significantly reduced from last year’s projection, and the plan proposed will reap long-term benefits to the Town and community as a whole.

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

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council to approve the proposed 2013-2014 Capital Budget for the Town of Kentville, along with the related funding sources, as follows:**

<b>2013-2014</b>	<b>\$1,538,200</b>
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**and further,**

**that the 5-year Capital Investment Plan also be approved as follows:**

<b>2014-2015</b>	<b>\$1,856,500</b>
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<b>2015-2016</b>	<b>\$1,886,500</b>
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<b>2016-2017</b>	<b>\$1,694,000</b>
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<b>2017-2018</b>	<b>\$1,533,000</b>
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**MOTION CARRIED**

Points from Discussion

- Provincial guidelines for borrowing are set at 15% – Kentville’s borrowings will be at 12%.
- The relocation of the old KCA cross walk signs will cost approximately \$20,000 and will be installed at another location.

**(c) Glenwood Subdivision – Petition for Park**

A letter was received from Jon Pearl, along with a petition from several local families, asking the Town to consider clearing the property in Glenwood Subdivision identified as parkland and creating a playground area.

*(Note: Mark Pearl declared a perceived conflict of interest as this request had come from a family member, and therefore, left the room at 5:50 p.m.)*

Following discussion, it was agreed that the matter should be considered under future Recreation Department budgets.

*(Note: Deputy Mayor Pearl returned to the room at 5:53 p.m.)*

**(d) Recommendation to Rescind Old Policies**

Town Clerk Harnes made reference to several documents which are currently active policies in the Town’s records, which she felt should be rescinded. These relate to financial issues and their irrelevance has been confirmed by the Finance Director.

Therefore, it was moved by Councilor Eric Bolland and seconded by Councilor Tony Bentley

***Recommendation to***

**that a recommendation be made to Town Council that**

***Town Council***

**Policy # 1 – Tax Exemption, Policy # 2 – Grant to Sponsoring body of amount similar to license fee for exhibitions and circuses, Policy # 13 – Charges for Sundry Services, Policy # 16 – Tax Bills and Policy # 18 - Insurance Coverage be rescinded.**

**MOTION CARRIED**

**(e) Rebranding**

CAO Phillips noted that Councilor Bolland has had some discussions with him regarding the issue of rebranding for the Town. Councilor Bolland has noticed while traveling throughout the Valley communities, that there are attractive highway signs for the towns and villages, however, Kentville is lacking in this regard. He felt that signage should be erected that indicates what the Town is all about.

CAO Phillips responded that a rebranding webinar recently held presented the various steps (12 in total) involved in the issue of branding. Signage is only one part. He added that staff can be asked to prepare a report on rebranding in general, and this could be part of a strategy session in the near future.

**(f) Motorcycle Parking**

Councilor Eric Bolland wanted to discuss the opportunity of motorcycle tourism and thought that parking spots could be allocated for parking these vehicles. As motor cycles are smaller vehicles, there may be some way to divide a space to allow more than one vehicle.

It was agreed that the Traffic Authority may have some recommendation about this type of arrangement and a reply could be expected by September.

**(g) Kings Partnership Steering Committee**

Councilor Boyd asked if Kings Partnership Steering Committee could become a separate item on future CAC agendas, as this would allow the opportunity for thorough discussion on an issue prior to KPSC meetings. He added that the next meeting of KPSC is on June 27<sup>th</sup> and asked if this could be added to the June CAC meeting.

CAO Phillips noted that there is good value in meeting as a group even if there are no pressing topics for discussion, although many times, these meetings may not be well attended.

**(h) Asphalt Paving Tender**

A report from Town Engineer Fred Whynot noted that proposed capital projects included in a recent tender were being brought

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forward prior to the ratification of the Capital Budget, as these projects have an early deadline of completion (i.e. Apple Blossom Festival, and an earlier tender price included a lower price). He itemized the projects and noted that tenders closed on May 10<sup>th</sup>, with four tenders having been received. Each was checked for compliance and math calculations against the total estimated budget for these projects, at \$307,000.

He further added that the Downtown Improvements Projects (\$20,000) and the Webster Street Sidewalk Project (\$10,000) are within the signing authority range of the CAO, if Council agrees to approve the request and recommendation.

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

*Recommendation to a  
Special Meeting of Town  
Council*

**that a recommendation be made to a Special Meeting of Town Council following this meeting, to approve the 2013-2014 Capital Projects listed above, as part of the Asphalt Street Paving Tender, and that this tender be awarded to Dexter Construction Co. Limited.**

**MOTION CARRIED**

**ADJOURNMENT**

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

**that the meeting adjourns at 6:10 p.m. to go into a Special Meeting of Council.**

**MOTION CARRIED**