

Council Advisory Committee

MINUTES

September 8, 2014

PRESENT

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Nola Folker-Hill (arrived at 1:37 p.m.), Councilor Bill Boyd, Councilor Eric Bolland (left meeting at 5:00 p.m.), Councilor Bernie Cooper, 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 Recreation Director Rachel Bedingfield.

CALL TO ORDER AND ROLL CALL

Mayor David Corkum called the meeting to order at 1:30 p.m. and CAO Mark Phillips reported that all members of Council were present, along with Solicitor Cris Shirritt, himself, Town Clerk Harmes and members of the senior administration team, with the exception of Police Chief Mander.

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 Tony Bentley and seconded by Councilor Eric Bolland

that the agenda be approved with the inclusion of an update from AVRL as part of agenda item 5(h)

MOTION CARRIED

PRESENTATIONS

(a) none

APPROVAL OF THE MINUTES

(a) **Minutes of July 14, 2014**

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

that the Minutes of July 14, 2014 be approved as circulated.

MOTION CARRIED

BUSINESS ARISING FROM THE

(a) **Council Size Review – Public Participation (update)**
Clerk Harmes reported that in accordance with the Engagement

**MINUTES/OLD
BUSINESS**

Program agreed upon by Council, she has undertaken various methods to inform the public about the requirement to have citizen input into the review process regarding council size. These ranged from a press release and ads, to facebook and twitter notices, along with radio advertising, questionnaires and so on. Some feedback has been received, however, she noted that to supplement that, a Public Meeting will be held prior to the Council meeting in September. Lastly, she advised Council of the future activities required to finalize this project.

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

that the report on Council Size Review be received.

MOTION CARRIED**(b) Animal Protection Act (update)**

This item has been on the agenda for a number of months and it was agreed that it would be tabled to the next meeting of CAC, as information has not yet been confirmed with the Police Chief.

(c) Citizen Complaint's Policy

Clerk Harmes reported that a draft policy had been submitted to a previous meeting of CAC, however, during discussion, it was noted that the process for handling complaints relating to the police service, is under the jurisdiction of the Office of the Nova Scotia Police Complaints Commissioner, and that point should be clarified in the policy. As a result, a section was added to the draft policy which is being presented at this time.

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 Policy Statement G66-Citizen Complaint Policy be adopted.

MOTION CARRIEDPoints from Discussion

- This document will provide consistency with the information gathering from citizens and in the level of response given to any concerns.
- The use of an “ap” could be downloaded and would also provide access to this information.
- It ensures that a follow-up is carried out and the progress can be tracked.
- Care must be taken that this does not create level of

bureaucracy and that discretion is used when in the best interest of the citizen.

- This will not be the only conduit to address citizen concerns, as Council members will continue to be contacted to respond.

(d) Open Arms' Tax Reduction Request

CAO Phillips reported that in response to the request made by this organization for consideration of a tax reduction, Open Arms Resource Centre Society purchased the property at 32 Cornwallis Street in February 2014 and at the June meeting of Council asked for a reduction in taxation.

The attached report supports the reduction, which is based on the residential rate and not the commercial rate. This is a savings of \$2,658.05 to the Open Arms and is based on the 2014 tax assessment of \$129,000.

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

that a recommendation be made to Town Council that the tax rate for the Open Arms Resource Centre Society be granted a partial tax exemption, which extent shall be 100% of the whole, in accordance with Chapter 87- Partial Tax Exemption Bylaw effective April 1, 2014.

And further,

that the amendment be made of Chapter 87- Partial Tax Exemption Bylaw and Schedule A, to reflect the inclusion of the Open Arms Resource Centre Society.

MOTION DEFEATED

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

that in response to the applicant for the request for partial tax exemption, that the CAO notify this organization that other options exist for financial support.

MOTION WITHDRAWN

It was the consensus of CAC members

that staff will review Chapter 87 – Partial Tax Exemption Bylaw in relationship to the Town's current

arrangement of providing grants to charitable organizations and bring back a recommendation to Council Advisory Committee.

AGREED

Points from Discussion

- Perhaps such charitable organizations would be more consistently served by the Town, if a grant was made instead of a partial tax exemption.
- There are many organizations who have not applied for a partial tax exemption, however, perhaps because they rent and do not own their own building.
- Portions of the property might be considered tax exempt, while others may not.
- Such an exemption defeats the efforts being made to increase the commercial tax base.
- The Open Arms is a registered charity and receives revenue from the community and from government sources.
- Adding these types of services to the grants programs, creates some difficulty in consistency.

(e) Fall Clean-Up and Leaf Collection

Councilor Nola Folker-Hill noted that she has received several concerns regarding the lack of a fall clean-up and leaf pick-up. This was as a result of a reduction in the level of service provided by VWRM, as opposed to increasing the costs for maintaining all programs. She felt that this reduction in service has not been well advertised, and in view of alternatives being offered by other municipalities, she asked if Council could discuss the matter at this time.

Points from Discussion

- The old illegal dumping sites will reappear as a result of these program cuts.
- The Town has been taking steps to get the message out either through local media (newspapers and radio) or through the website, e-newsletter, facebook, etc.
- An educational program has been increased by Valley Waste Resource Management, and with that and municipal information, citizens will be informed.
- The calendar will not show a clean-up and leaf pick-up date.
- The savings for this decrease would be about \$125,000 for VWRM (Kentville's portion would have been 10%).
- The contract between VWRM and the hauler has been renegotiated.
- Health and safety issues surrounding the pick-up and hauling of this type of waste must be considered.

- VWRM should be notified of an alternate arrangement.
- Tipping fees will be charged to individuals at the transfer station, but fees do not apply to leaves.
- Some properties generate up to 100 bags of leaves and disposing of these in the green bin is not a reasonable expectation of citizens.
- Trucking is not always readily available for everyone.
- Wolfville has a compost site and it appears that Berwick does as well.
- Management of a compost area may be a time-consuming task for Town staff.
- Leaf collection in the rural areas is not a problem.
- There are several people or organizations who call VWRM for leaves and they may offer to pick these up. Valley Waste could be used as a go-between for this service.
- If the Town chose to pick-up leaves, they would be charged at the transfer station.
- This type of service might be an opportunity for a volunteer organization to earn funds.
- Staff may be in the position to offer some options to provide the leaf pick-up.
- Valley Waste does anticipate some violations and their staff will be prepared to enforce the bylaw.

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

that a recommendation be made to Town Council that staff be asked to do some research and a report with recommendations on options to provide leaf pick-up.

MOTION WITHDRAWN

By consensus of CAC members (to avoid delays in having Council approval in late September), it was agreed

that staff be asked to do some research and a report with recommendations on options to provide leaf pick-up.

(f) Dog Park – Report

Recreation Director Rachel Bedingfield reported that this issue was discussed at the July meeting of CAC at which time she was asked to explore the possibility of adding a dog park to the recreational facilities in Kentville. The attached report notes that in Kentville there is not only the problem of many dog-owners allowing their dogs to run at large, but also the problem of dog-owners not

cleaning up the feces left by their animals. Cornwallis Veterinarians have recently donated 12 waste disposal units and bags that have been placed downtown and along the trail corridor to encourage dog-owners to clean up.

She defined the difference between a dog park (public park) and a dog run, both of which allow off-lease play and interaction. The construction of dog parks has enjoyed many benefits by the community on many levels.

In considering a location for such a facility, the ideal area would be a safe, accessible location that takes into account the needs of park users, as well as the effect the park will have on neighbours and the environment. Considering the components, (i.e. fencing, benches, water sources, shade, wheelchair access, etc.) it would be reasonable to anticipate the construction cost around \$25,000. This would be on par with similar dog parks in the province, although on-going maintenance could run \$2,000 per year.

Director Bedingfield noted that some parks require a membership fee while others are maintained and funded by a local association in partnership with the municipal unit.

She suggested the pasture area near the East entrance to the trail system on the New Minas border. This is a town-owned land and might be close enough for easy access.

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

***Recommendation to
Town Council***

that a recommendation be made to Town Council that staff be asked to continue to work on the dog park project on a low priority basis.

MOTION CARRIED

Points from Discussion

- This project should be a community driven one, where citizens interested in such a facility would take a leadership role in raising funds and promoting it.
- There would be little cost to allowing dogs to use the fenced in area (9 acres) as identified by the Recreation Director, and there would be sufficient space for both the cattle that currently use this pasture, and for a dog park.
- This project could be considered during budget deliberations.
- An acre of land in Town might be hard to come by, whereas, a dog park beyond the Town's border might be

easier to find.

- The biggest issue of off-leash dogs is around Miner’s Marsh because of the sensitivity of that environment and more signage might be useful in this regard.
- This facility could be a good benefit to the community and a drawing card for tourism and quality-of-life. It would be a good addition to Town facilities.
- Perhaps those individuals who have expressed interest in the dog park could be asked to spear-head this as a community project.

(g) Citizen Recognition Policy

Clerk Harmes made reference to a brief report in which she asked for Council’s consideration on how best to handle four policies relating to public acknowledgement of community commitments. At the last meeting of CAC, Director Bedingfield submitted an outline of possibilities for consideration in the creation of a policy which would recognize outstanding contributions made by local citizens. Members of CAC recommended that a policy, based on the criteria outlined, should be prepared and brought to Council for approval. However, at the following Council meeting, Council asked that the Recreation Director consider merging that policy with the previously approved policy on Street Naming.

During the attempt to combine these policies, it was noted that a couple of others also related to paying tribute to citizens and therefore, perhaps these should be added.

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

*Recommendation to
Town Council*

that a recommendation be made to Town Council that all four policies be combined into one, with separate headings to address each specific issue.

MOTION CARRIED

Points from Discussion

- To join all four policies together would reduce red tape and streamline the content.
- Two policies relate to citizen recognition by being honoured in a naming procedure, while the other 2 relate to recognition of a different kind.

A proposal to amend the previous motion was made by Councilor Nola Folker-Hill and seconded by Councilor Eric Bolland

that a recommendation be made to Town Council that the two separate policies be created - one merging the Street Naming Policy with the Municipal Lands and Facilities or Elements Naming Policy and another merging the Recognition of Citizen Appointees Retiring from Committees, Commissions, Boards and Agencies and Public Recognition of Outstanding Heroism.

AMENDMENT DEFEATED

(h) Kentville Library Update

CAO Phillips reported that the first RFP for the Kentville Library was released in December 2013 following which 4 separate bidders submitted 6 separate proposals. Upon review of these, it became apparent that all proposals were beyond the affordability of the Town which necessitated the review of the RFP to involve possible stakeholders or partners. It was understood that another RFP would be issued on September 22nd with a closing date of October 31, 2014.

With that new focus, discussion took place regarding the potential of AVRL moving from its current location in Bridgetown to Kentville, with a partnership between themselves and the Kentville Library. However, since those first discussions, circumstances arose that negated the possibility of this arrangement.

Following this, the Valley Community Learning Association expressed interest in a partnership with the Kentville Library, as this organization was looking for a 2,500 square foot space, with an additional 1,500 square feet that could be shared. Common areas like washrooms, conference rooms and reception areas could be compatible in this arrangement.

A third party, who cannot be named at this time, expressed interest in a private/public partnership and details of this proposal are being explored, with more information forthcoming.

CAO Phillips reviewed some budget considerations and attached the RFP for review, following which he noted that follow-up meetings will take place, and following the closing date of the next RFP, the proposals will be reviewed and a recommendation will be made to Council.

Councilor Tony Bentley added that the Annapolis Valley Regional Library Board continues to research a new location. With the assistance of Jim Morganstern, a consultant, they will address many

of the issues surrounding a potential relocation. More will follow within a few weeks. In the meantime, however, the AVRL Board will expect that Berwick and Kentville to look after their own libraries.

(i) Miner’s Marsh (Unsightly Premises)

Deputy Mayor Mark Pearl asked for an update on this project, as there appears to be little work being done on that site, and as the property becomes more visible with the falling leaves, the unsightliness will be obvious once again.

CAO Phillips reported that there appears to be a “disconnect” between the expectations of the Town for the homeowner to correct the problem and what this homeowner is willing to do. The remediation of the property is scheduled over a lengthy period of time, and it might also be necessary to have an engineer’s report on the integrity of the hillside with the use of the proposed material.

It appears that should further negotiations with the homeowner not resolve the problems, than the matter will come before the courts.

Points from Discussion

- The costs to the Town for engineer fees, legal fees, etc. are unfortunate expenses related to the resolution of the matter.
- This discussion might be better pursued at the “In Camera” meeting later today.

(j) Kings 2050 – update

Director Bev Gentleman submitted a report in which she noted that the Kings 2050 Management Team has continued to meet to provide guidance for a number of regional planning initiatives. The final phase of the project involves the Councils for all municipal units represented in the Kings region, to decide if and how to implement the regional planning framework.

Following the work carried out and submitted in a report prepared by Stantec, 4 Statements of Regional Interest concerning settlement, economic development, municipal facilities and environmental protection were recommended for adoption. Her report noted 3 questions which must be answered to allow the initiative to move forward.

She added that the Management Team feels that with 4 municipal units and 7 villages involved, an independent third party would be needed to facilitate regional planning efforts. The Department of Municipal Affairs may be willing to play a larger role, as this would

allow that organization exposure to develop an approach that could be used as a model for other regions in the Province.

Therefore, the Management Team recommended that all municipal units jointly ask the Nova Scotia Department of Municipal Affairs to assist in the refinement and implementation of the Kings 2050 initiative.

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 to endorse in principle the Statements of Regional Interest approach to inter-municipal planning, proposed in the 2014 Kings 2050 Regional Approach Report, and together with neighbouring municipalities, ask the NS Department of Municipal Affairs to participate and provide funding to:

- **Refine and finalize a regional plan, based on the proposed Statements of Regional Interest,**
- **Design a review/dispute resolution process,**
- **Draft any needed changes to the Municipal Government Act, and**
- **Development and submit to the 4 municipal units a MOU that enables a regional planning framework, adopts a dispute resolution process and establishes mechanisms to operationalize the Statements of Regional Interest.**

MOTION CARRIED

**DEPARTMENTAL
REPORTS AND
RECOMMENDATIONS**

(a) Finance

(1) Director's Report

Director Debra Crowell reported that

- the Operating and Capital Budgets for the Kentville Water Commission were ratified on July 19;
- the annual submissions for these budgets and the non-consolidated financial statements were sent to the UARB;
- vacations were enjoyed during July and August;
- working papers and draft financial statements were completed for the KVFD in July and sent to their audit firm;

She added that based on a benchmark of 42% having been consumed, overall Revenue (see Schedule A) exceeds the average at 77.4%, for which she noted several reasons. Schedule B (expenses) showed the average at 39.6% expended; Schedule C (Summary of Outstanding Taxes) showed 49.4% collected; Sanitary Sewer Area Service Quarterly Report (Schedule D) showed 25% of the budget consumed, with revenue under at 21.3%, and Expenses

at 24.2% expended.

Following review of the detailed accounts, it was moved by Councilor Bill Boyd and seconded by Councilor Tony Bentley

that the report from the Director of Finance be received.

MOTION CARRIED

(2) Temporary Borrowing Resolution – Town and Sanitary Sewer Area Service Capital 2014-15

Director Crowell reported that the attached TBR represents various items, as identified in Schedule A and totals \$1,353,000, and now requires Council’s authorization.

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

*Recommendation to
Town Council*

that a recommendation be made to Town Council that TBR14/15-1 for various purposes and in the amount of \$1,353,000 be ratified.

MOTION CARRIED

(3) Interest Rate Charged for Outstanding Accounts

Director Crowell reported that in accordance with the Policy Statement relating to this issue, outstanding balances are charged for non-payment when beyond the due date. The interest rate for unpaid account is currently 2% per month and 26.8% per annum. This rate has been in effect since 2002, and has been very effective.

The Financial Condition Index (FCI) adds support to the need for an appropriate interest rate, as one of the financial condition indicators relates to uncollected taxes. This can impact actual revenue and working capital and hinder a municipal unit from providing services.

Therefore, 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 interest rate on outstanding accounts for the Town of Kentville remain at 2% per month, or part thereof (26.8% per annum) for the year April 1, 2014 to March 31, 2015.

MOTION CARRIED

Points from Discussion

- This amount has been in place since 2002, however, economic conditions were different at that time, so the rate should be adjusted to a more reasonable percentage.
- The interest rate is very high for those unfortunate individuals who may not be able to meet their financial commitments to the Town.
- Two percent is a reasonable rate, and discourages individuals from keeping their money in investments that would pay more interest, as opposed to paying their accounts and suffering a small penalty.

(b) Planning and Development**(1) Director's Report**

Director Bev Gentleman reported that there were 14 permits issued over July and August for a building valuation of \$5,392,200, bringing the year total to \$8,427,200.

She added the following activities have been addressed:

- MPS Review – With recreation space, discussions centered on the percentage of land dedicated to parkland through subdivision approval – the 5% dedication was maintained.
- Kings 2050 – Meeting was held with Kings County partners and Municipal Affairs staff to discuss the next steps. A resolution was prepared for respective Councils to request endorsement in principle of the SRIs and to request funding from Department of Municipal Affairs.
- Public Art Space – Ruth Abernethy met with staff on July 23 and agreed that the parking lot area in the east end would be a good location for the sculpture of Dr. Charles Eaves. The installation will take place in the Spring of 2015.
- Dangerous and Unsightly Premises – Great Valley Juices' agent and staff have discussed the status of the building on West Main Street. The building has been boarded up for safety reasons.
- CP Lands – Discussions have taken place with the Regional Director of North American Development (Best Western Hotel) on the potential of a hotel to be constructed on the CP Lands.

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

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

MOTION CARRIED

Points from Discussion

- Kentville appears to be going against the trend and has been having good development.
- The large developments noted in the report reflect a Weavex expansion and another to Kings Riverside Court.

(3) Environmental Advisory Committee Report

Chairman Eric Bolland reported a meeting is being scheduled for early October.

(4) Community Development Coordinator's Report

CDC Lindsay Young noted that:

NSCC Tourism Students will be coordinating a new event to be part of the Pumpkin People Festival – a Jack-o-Lantern Walk, which will be a fundraising event to benefit further development of the Marsh lands.

Valley Pumpkin Fest will not proceed this year, however is being reviewed with a new mandate and positioning.

Marketing and Promotions started this month and will continue into the fall season.

Rebranding – Staff met with Red Balloon on September 4th to review the data received during the Input Phase. A Brand Development Team will meet on September 18th to begin the final brand direction and messaging. This should be completed by October 10th and will be presented to Council soon after.

Kentville Farmers Market – Although the market has struggled to keep vendor participation up, the budget has been maintained. It will move inside starting October 22nd.

Way-finding Kiosks – The art work for the kiosks is still being designed, but hopefully will be installed by the Harvest Festival.

New Businesses/Movements/Changes – Valley Stove and Cycle has opened and the grand opening will take place this fall. The Kings Arms Pub has changed hands and is being operated by former Lew Murphy's owner and staff. My Yoga Space is open on Main Street and Daisy Roots will be moving from Aberdeen to the same building.

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

that the report from the Community Development Coordinator be received.

MOTION CARRIED

(c) Parks, Recreation and Community Development

(1) Director's Report

Director Bedingfield reported that summer camps lasted for 8 weeks and were very successful. Staff was wonderful as was support from Jumpstart. The outside donations and a tiered payment system allowed all children to participate. A program is being planned to provide a permanent lunch program compatible with a camp setting.

At the pool, Drowning Prevention Week gave provincial exposure to this new program; a water polo program was introduced and a partnership arrangement with the Acadia SMILE program proved successful. The annual swim meet was hosted by the Marlins on August 2nd.

The Skate Park group held Making Tracks Skate Pass Training sessions in Canning on July 25th and a number of individuals from Kentville's Park have been trained to offer workshops throughout the Valley, as a way to fundraise and build awareness around the skill. At the Designer Café, an art exhibition is on display on skate boards which will be bid upon as part of an auction on September 19th at Paddy's Pub.

Trails – The Town, in partnership with Annapolis Valley Trail Coalition, offered a program on Train-the-Trainer for Trail Wardens, who will patrol the trails to support safety and environmental education. Ten new benches have been installed on the trail. Twelve new dog waste receptacles donated by Cornwallis Veterinarians will be installed and Cornwallis Vets agreed to a yearly sponsorship for purchasing refill bags. The Mountain Bike Festival was successful in spite of the weather. An addition of a 4X course has been appreciated and a fall 4X race series will begin on September 13th.

Parks – the Free Yoga in the Park summer series received excellent feedback and will include Tai Chi and Dance next week. The first Annual Yoga Fest was offered on August 3rd, as a free day of yoga, with over 150 participants. Yoga for all levels, ages and ability, along with great food was offered to families.

Many games were hosted on the Kentville fields for soccer, baseball and slow pitch. Three more tournaments remain.

Arena – Ice has been installed at the rink since August 4th and has accommodated hockey school and recreational use since then.

Renovations are being made to the washrooms to accommodate wheel chair users.

Recreation Centre – Two programs to introduce 3-6 year olds, to physical literacy skills, are being offered and Chair Yoga will begin soon.

Andre Bouchard has been hired as the new Active Living Coordinator and will present a report following this.

(Andre introduced himself, giving some insight into his personal life

and highlights of passed positions and projects in which he had participated. He stressed the importance of marketing active living and in helping people achieve a healthier lifestyle. Understanding what barriers prevent some individuals from participating in activities and their environment and life's priorities, helps to change inactive behaviour. He mentioned an after-school program (Trail Blazers) which will involve grades P to 6 and will involve the students being outside, in spite of the weather and getting very dirty.)

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

that the report from the Director of Recreation be received.

MOTION CARRIED

(d) Police Report

(1) Chief's Report

Police Chief Mark Mander submitted statistical reports for the same period in 2013 and 2014, however, as he was not present, he was unable to highlight some of the issues of most concern.

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

that the reports submitted by the Police Chief

MOTION CARRIED

Points from Discussion

- It might be necessary to have a strategy session for both Council and the Board of Police Commissioners regarding the police statistic,.
- The reduction in staffing is being followed through.

(2) Board Report

Councilor Nola Folker-Hill reported that there was a meeting on August 14th, to bring everyone up-to-date with staffing reductions.

She added that next Tuesday, she will be meeting with the Minister of Justice regarding the granted positions and MOU that exists relating to them. She will be part of a provincial group, which will be lobbying in support of maintaining the positions, as well as to have the right to determine the appropriate size of their Police Departments.

Chief Mander is currently in Ottawa to receive his Order of Merit.

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

that report from the Police Chief be received.

MOTION CARRIED

(e) Transportation Services

(1) Directors Report

Director Whynot reported that:

- Hurricane Arthur created much additional work for staff with the removal of fallen or threatening trees, branches and brush. An arborist has been retained, whose job will identify and catalogue those trees which should be removed on park lands, trails and rights-of-way. Also resulting from Arthur, downed wires were marked and barricaded to warn travellers. A number of catch basins remain to be repaired.
- Most of the fire hydrants were identified on a plan and several current and future capital projects were surveyed for house design. Site plans such as that for the former KCA and the Kentville Futures site were prepared; sewer videos were taken and some sales of service were carried out.
- The Capital Program continues at various levels of completion, with work continuing into the fall. The Province supported 50% of the costs (\$60,000) for a flood assessment study as it relates to future flooding and climate change. This will provide the foundation of future capital work in this regard.
- Regional Sewer System – the Technical Committee continue to review a proposed sludge treatment system for use at the treatment plant, as recommended by the Technical Committee and approved by the Regional Sewer Committee. Installation should take place in October and has the potential of saving thousands of dollars in disposal costs.
- Painting along the streets will be done this fall to refresh those areas that have worn off.

(f) Water Commission

(1) Directors Report

Director Whynot noted that:

- Water quality continues to meet all measured parameters.
- Having generators during the recent hurricane, allowed for the treatment and supply of water to customers during power outages. However, some residents on Prospect Avenue and in Deer Haven were temporarily out of water,

and as a result a permanent generator will be installed to service that area.

- July and August saw a number of watermain breaks, some caused by local contractors, others by corrosion of service saddles or age-related issues.
- The Industrial Park Reservoir is being assessed and interior and exterior inspections should result in a recommendation soon.

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

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

MOTION CARRIED

(3) Commission Report

Mayor David Corkum had nothing further to report.

(g) Kings Partnership Steering Committee

(1) Joint Workshop (Gordon MacIntosh) update.

Chairman Boyd reported that the Kings Partnership Steering Committee usually hold its annual joint meeting in October. As Gordon MacIntosh, a well-known consultant, planned to be in the province in October, he thought it would be a good idea to engage him to facilitate that meeting. It is hoped that the MOU could be reviewed as it relates to services with the potential to be shared, and to refresh the enthusiasm that the group had when it began in 2002.

The date has been forwarded to other units for October 20 or 21st, however, nothing has been received to confirm this.

Points from Discussion

- The mandate of KPSC could be reviewed and regional governance could be addressed.
- It might be necessary for Kentville to call the meeting, as this year's hosts (the County of Kings) appear to be focused on other issues.
- Councilor Boyd offered to follow-up with other units and take the leadership role on organizing this meeting.

(h) Regional Enterprise Network (REN3)

This can be addressed on the CAO report.

(i) Administration

(1) Chief Administrative Officer's Report

CAO Phillips noted that:

- Valley REN Board continues to meet regarding recruitment of an executive director and VENOR has been retained for this purpose.
- Valley REN Liaison and Oversight Committee meeting will take place on September 18 for the election of officers, board update, MOU with Province, 2014-15 funding, etc.
- Joint Fire Services Committee held a meeting on September 4th. As the Inter-municipal Fire Services Agreement will expire next March, this issue will be discussed at the next meeting.
- UNSM – Municipal Aware Week will be October 20-26 and the Fall Conference will be November 4-7th in Halifax.
- VWRM Authority – Education continues to be carried out regarding the cancellation of a fall clean-up and leaf pick-up program this year. Notifications are being done by both the authority and the Town.
- Police Commission Meeting – A meeting was held on August 14th to discuss the additional officer allocations under the AOP.
- Regional Sewer Meeting was held on July 24th and discussions took place regarding aerating equipment in regional lagoons, and governance and operations updates.
- Additional meetings involved breakfast with the Premier, Imagine Kentville Workshops, Rebranding Flash Mob, Best Western Investors, staff softball game, Best Western Study meeting, and a CUPE meeting regarding a personnel issue.

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

that the report from the CAO be received.

MOTION CARRIED

(ii) Town Clerk's Report

Clerk Carol Harmes reported that work on electronically archiving the Town's legal documents is almost finished and work will begin soon on the Minutes from previous years.

Council size review has involved considerable time and a public meeting will take place on September 29th from 6 until 7 p.m. She added that day-to-day work continues, that she will be attending a Citizen Engagement Workshop in Truro on September 19th, and as a member of the Social Committee, a washer-toss tournament, with a corn boil will take place on September 17 at 6:00 p.m.

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

that the Town Clerk's Report be received.

MOTION CARRIED

(h) Council Reports from Workshops and Conferences

Mayor David Corkum – He had been invited to a private meeting with Justin Trudeau and then attended the Premier's breakfast. As President of UNSM, he spoke on the aging population and the aging infrastructure and how fewer funds are being made available. Attended an FCM Board meeting and discussed two big initiatives – Home Town Proud (have residents in community about what things they like and dislike about the community) and becoming Election Ready. When UNSM is in place, local concerns will be brought to local MLAs.

Councilor Bill Boyd – No conferences or workshops

Councilor Bernie Cooper – attended a meeting in Halifax at CAPG Conference on mental health and policing.

Councilor Eric Bolland – nothing to report

Deputy Mayor Mark Pearl – also attended CAPG conference. An interesting point made at that time was that police constables are not always needed to do policing work, as some functions can be done with bylaw enforcement officers, special constables, cadets, commissioners, etc. Several communities across the country have already moved to this model to become more affordable and to use trained police officers in roles that best use their skills. This transition would be a long-term project.

Councilor Nola Folker-Hill – Also attended the CAPG Conference in Halifax and enjoyed the presentations and the networking opportunity.

Councilor Tony Bentley – nothing to report

CORRESPONDENCE

(a) Kings Historical Society – Thank You

(b) Clay Feltham – Thank You

(c) Big Brothers/Big Sisters – Thank You

(d) Canadian Cancer Society – Thank You

NEW BUSINESS

(a) Appointment of Development Officer

Clerk Harnes reported that the MGA (s.243.1) directs Council to appoint a Development Officer to administer its land-use bylaw and subdivision by-law. With the recent resignation of Frank

MacFarlane from that position, it would seem in order to appoint the assistant DO to that position at this time.

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 Beverly Gentleman be appointed to the position of Development Officer for the Town of Kentville.

MOTION CARRIED

(b) Hotel Study – Response from Best Western

CAO Phillips reviewed the report prepared by Community Development Coordinator, Lindsay Young and reported that as a result of the Hotel Study, and the final report prepared by PKF Consulting, 3 locations in Kentville were identified as good locations for such a facility.

In May of 2014, the Best Western International group contacted the Planning Department to inquire about available lands for a potential hotel. The feasibility report and other information have since been shared with Best Western, following which a meeting was held with senior staff, and Best Western's Regional Director of Development, Jack Barry.

It would appear that this organization is interested in land downtown for a 60-80 room facility and intend to seek potential investors for this development.

(c) UNSM Conference – November 4 – 7th, Westin N.S.

Council members interested in attending should check the registration form to indicate the programs of interest to them and any spousal events. If anyone would prefer to have the administration office arrange registration, let us know.

Rooms will be arranged at the Westin following the common booking date.

(d) Award of Tender – Park Street Sidewalk

Director Fred Whynot reported that a tender was prepared for the extension of the Park Street sidewalk with an estimated budget of \$150,000. However, only one tender was received and that amount far exceeded the budget. The RFP was therefore sent out again, which resulted in the receipt of 3 tenders by the closing date of August 29th.

As Tracey’s Landscaping Limited was lowest bid at \$142,085, plus HST, and as their references were favourable, and they had the ability to do this type and scope of work, they were recommended as the preferred contractor for this job.

Therefore, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Bernie Cooper

***Recommendation to
Special Council Meeting***

that a recommendation be made at a Special Council meeting, following this meeting, to award the tender for the Park Street sidewalk to Tracey’s Landscaping Limited in the amount of \$142,085.00, plus HST, with any costs exceeding \$150,000 to come from the 2015-2016 Gas Tax Fund.

MOTION CARRIED

PUBLIC Q & A

Review of Council Size

It was noted that this item will be added to the CAC and Council agenda for the upcoming months, allowing the public to ask questions relating to the work of Council. No one was in attendance.

ADJOURNMENT

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

that the meeting adjourns at 5:20 p.m. to go In Camera to discuss Land Negotiations.

MOTION CARRIED