

APPROVED - MARCH 9, 2015

Council Advisory Committee

MINUTES

February 9, 2015

PRESENT

Mayor David Corkum., Deputy Mayor Mark Pearl (skyped), Councilor Nola Folker-Hill, Councilor Bill Boyd (arrived by skype at 2:33 p.m.), Councilor Bernie Cooper, Councilor Tony Bentley, Solicitor Cris Shirritt, CAO Mark Phillips and Town Clerk Carol Harnes.

Also present: Finance Director Deb Crowell, Planning Director Bev Gentleman, Town Engineer Fred Whynot (arrived at 2:08 p.m.), Recreation Director Rachel Bedingfield and Acting Police Chief Ken Reade.

CALL TO ORDER AND ROLL CALL

Mayor Corkum called the meeting to order at 1:32 p.m. and CAO Mark Phillips reported that with the exception of Councilor Eric Bolland, all members of Council were present, along with all department heads, Solicitor Cris Shirritt, Town Clerk Harnes and himself.

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 Nola Folker-Hill and seconded by Councilor Tony Bentley

**that the agenda be approved with the addition of :
8(f) Kings Transit Budget**

MOTION CARRIED

PRESENTATIONS

(a) KCSSS

Daisy Dwyer of the Kings County Seniors’ Safety Society noted that this organization has been in operation since 2006, with goals in general, to increase the quality of life for seniors in Kings County, through the efforts of a full-time program coordinator. She asked Council for consideration of funding and reviewed some aspects of the financial situation of this organization. She noted that home visits are made through referrals, sometimes through police.

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Fraud, home security, seniors' rights, senior abuse and general safety tips are programs delivered to seniors, either in a group setting, at home or where seniors might be most comfortable.

Funding from the Department of Seniors is received and this money goes towards the salary of the program coordinator. Supplemental funding is requested from other levels of government, and obtained through a law foundation grant and from investments.

Along with the completed application form for a grant, she included the proposed budget for 2015-2016. With the total budget of \$88,700, the KCSSS is asking each of the Towns for a contribution of \$3,600 towards this costs.

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

that the funding request from Kings County Senior's Safety Society be referred to the budget process.

MOTION CARRIED

Points from Presentation

- Senior abuse often exists between a senior and a member of their family.
- Some increases in expenditures are anticipated (vehicle costs and salary related issues, such as severance).
- The funding request is the same (\$1,000) as previous years.
- Although there are some increases in costs, the organization has been able to turn the financial situation around this year from a deficit to a surplus condition.
- The Town must be prudent in its expenditure of tax payers' dollars.
- This year, 17% of total visits done in home were for the delivery of these programs.

(b) Valley Waste Resource Management Authority

Ross Maybee, General Manager of VWRM presented a draft copy of the 2015-16 Operating and Capital Budgets, noting that the Board has approved these for presentation to the funding partners. He noted that the budget contains a 7.27% increase from the previous year and will return surplus funds estimated at \$252,386 to the partners.

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The fall clean-up program has been returned and all other programs remain unchanged.

He added that the Capital Budget for 2015-16 included a wheel loader and the replacement of a scale, site signage, a scale-house service window and a small wind turbine, bringing the capital budget to \$895,000. It is understood that there will be offsetting revenue of approximately \$70,000 per year for the wind turbine.

The summary of Revenues and Expenditures indicate Revenues at \$10,372,787, with offsetting expenses in the same amount. Revenue from funding partners showed a total of \$7,683,087, with the inclusion of Bridgetown into the Municipality of Annapolis. Kentville's percentage is 7.85% of \$601,586.

Points from Discussion

- With the funds being returned this year, Kentville will pay an increase of only 3.6%
- It would be easier for councils to include the surplus when setting the budgets for the following years.
- Valley Waste does not include the surplus as reserves, nor is it easy to budget more accurately, as situations (price of gas, etc.) change throughout the year.
- Some residents have said they wouldn't mind paying a bit more for the fall clean-up, so the reinstatement of that program will be appreciated.
- It costs citizens \$190 per household to pick up the garbage however, those living in remote places require more resources to provide that service than those living in a town.
- Everyone is given the same level of service and in order to do that, there is a formula based on population and uniform assessment.
- The contractor bids on a specific number of stops for the region. Fuel calculations are considered, as are other factors.

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

*Recommendation to
Town Council*

that a recommendation be made to Town Council that the Town approves its contribution towards the 2015-2016 Valley Waste Resource Management Authority's

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Operating Budget of \$10,372,787.

MOTION CARRIED

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

*Recommendation to
Town Council*

that a recommendation be made to Town Council that the Town approves its contribution towards the 2015-2016 Valley Waste Resource Management Authority's Capital Budget of \$895,000.

MOTION CARRIED

**APPROVAL OF THE
MINUTES**

(a) Minutes of January 12, 2015

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

that the Minutes of January 12, 2015 be approved as circulated.

MOTION CARRIED

**BUSINESS ARISING
FROM THE
MINUTES/OLD
BUSINESS**

(a) Skatepark RFP

Director Bedingfield provided a report to CAC, establishing the origins of the development of a skatepark and noted that the proposed 15,000 square foot facility would cost approximately \$750,000. A proposed budget noted that 3 funding partners (Town of Kentville, Municipality of Kings and the Dept. of Health and Wellness) would each be asked to contribute \$150,000, with the balance of \$300,000 to be raised from the community.

The corner of Gary Pearl Drive and West Main Street has been approved as the site for this facility, with conditional funding approved by Council. An RFP was released in early January to consulting firms with experience in skatepark design and from the 3 submissions received, the Selection Committee awarded the bid to Newline Skateparks.

This project has been broken down into 3 phases, with phase 1 seeing planning, conceptual design and an estimate of the construction budget being done. The total costs for the completion of Phase 1 would be \$25,500.

Therefore, it was moved by Councilor Bernie Cooper and seconded

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by Councilor Tony Bentley

***Recommendation to
Town Council***

that a recommendation be made to Town Council to support the Kentville Skatepark Evaluation Committee's final scored results, and that the Town enter into an agreement with Newline Skateparks, and further, that the Town moves forward with Phase one of the skatepark development plan that Newline Skateparks has proposed.

MOTION CARRIED

Points from Discussion

- If the DHW funds are not available than the formula would have to be reassessed, with those funds coming from the KSA and the Town.
- KSA has committed \$2,500 for the paper part of this project, although they have some \$50,000 for the capital costs relating to the project.
- Funds have been allocated in the Town's budget for this project.
- There doesn't seem to be a risk of the project not proceeding and if funding is not available from other sources, than the project will be scaled back to another level of affordability.
- The Town's \$150,000 commitment has changed with its contribution now of \$18,000.
- The County will be addressing their commitment to this project in the near future.

**DEPARTMENTAL
REPORTS AND
RECOMMENDATIONS**

**(a) Finance
1.Directors's Report**

Director Debra Crowell reported that:

- Utility bills have been issued and are due February 25th.
- The Assessment roll arrived, noting that the CAP is set at 2.1%, which is based on the Stats Can cost of living (NS) for October 2014.
- Work has begun on the Town's budgets and year-end.
- Capital projects are nearing completion and are being funded from various sources.

As to Revenue and Expenditures (Schedules A and B) with a benchmark of 83 %, the overall revenue exceeds the average at 88.9% and the overall expenditures are above average at 85.8%, due to annual payments and bulk order of supplies. Schedule C

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(Summary of Outstanding Taxes) saw 96.1% of the 2014/15 tax levy collected, with property tax outstanding at \$346,576.

With Schedule D (Sanitary Sewer Area Service Quarterly Report), the benchmark would be 75% of the budget used, with revenue reporting under at 68.8% and expenses reporting under at 69.7%.

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

that the report from the Director of Finance be received.

MOTION CARRIED

2. Projections

Director Debra Crowell reported that based on the yearly figures to date, it would appear that the Town will see a surplus of \$55,500, down from a surplus of \$68,300 the previous month. She referenced some parts of this report, pointing out some areas that affect the current financial position, such as revenue over budget with payments in lieu, sales of service, and own source revenue.

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

that the Projection Report be received.

MOTION CARRIED

3. Withdrawal – Town Capital 14-15 Construction

Director Crowell noted that the 2014-15 capital budget provided for partial funding of capital construction from the Town's Capital Reserve Fund and with various projects completed, or substantially completed, a resolution is required of Council to withdraw funds.

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

***Recommendation to
Town Council***

that a recommendation be made to Council that the attached resolution be approved for:

- **A withdrawal of \$76,953.53 from the Town of Kentville Capital Reserve-General Allocation, and**
- **A withdrawal of \$19,523.01 from the Town of**

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**Kentville Capital Reserve-Soccer
to fund various capital construction projects for 2014-2015.**

MOTION CARRIED

4. Withdrawal – Town Capital Reserve – Additions

Director Crowell noted that those projects added to the capital program for 2014-2015, require funding from the Town's Equipment Reserve and Capital Reserve, for equipment and ornamental lights totalling \$18,875.67.

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 the attached resolution be approved for a withdrawal of \$5,735.70 from the Town Capital Equipment Reserve to fund the sidewalk sweeper

And further

that a recommendation be made to Town Council that the attached resolution be approved for a withdrawal of \$13,139.97 from the Town's Capital Reserve – General Allocation to fund the replacement of ornamental lights.

MOTION CARRIED

(b) Planning and Development Report

1. Director's Report

Director Beverly Gentleman reported that there were 6 building permits issued during January for a building valuation of \$380,400.

She added that

- Mapping updates continue with Public Works infrastructure.
- Updated maps are also being prepared for the Planning Strategy and Land Use bylaws.
- The Civic Address file is being updated for Election Canada.
- Three subdivision applications were processed.
- Work is being done with the County to set up a Fire Inspection schedule for residential properties with 3 or more residential units, and for commercial properties and institutional uses such as schools and churches.
- She attended another successful Strategy Session.

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- Work continues on updates to the MPS and LUB.

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

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

MOTION CARRIED

Points from Discussion

- In the well-field protection areas of the LUB, the permitted uses will be better defined, which will better control the uses of this land in the County. Discussions have been held with the County, development officers and the engineers regarding potential contamination of the Town's water system.
- These issues should come to the Kentville Water Commission for input.
- Having a schedule of fire inspections is important.

2.Environmental Advisory Committee Report

Chairman Eric Bolland was not in attendance, however reported prior to this meeting that he had nothing to report.

3.Community Development Coordinator's Report

A report received from CDC Lindsay Young, indicated that:

- Kentville is being featured on the next cover of Sip.Chat.Connect.
- Industrial Park Inventory is being brought up to date with a map showing not only occupied space, but space that is available. A business list linked to the website will be updated shortly.
- Some interest has been expressed on a new business start-up and more will follow on this.
- Kentville Wayfinding Kiosk Maps should be available soon.
- Rebranding work is dependent upon budget allocations.
- Hotel Feasibility Study – Interest is being pursued by the Red Roof Inn and work continues with staff.
- Grand Re-Opening of Kentville Save Easy will take place on February 13 and council and staff are invited to attend.
- MCED Network – The former Municipal Community and Economic Development Network of Nova Scotia is now

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known as the Economic Development Network of NS and a terms of reference is being created.

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

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:

- Outdoor winter activities continue on the trails, sledding hills and ponds and Rec Staff continue to maintain these areas for use.
- The new community building on West Main Street has seen the completion of the deck, although work remains on the exterior of the building.
- A gazebo will be constructed at the head of the Gorge Trail which will be a focal point and an area to rest and take comfort. Trail improvements have been restricted due to the amount of snow.
- The arena remains busy and staff are filling in to cover the vacancies of 2 staff persons. The Art Lightfoot Tournament was held this past weekend.
- Off season events are being planned at the arena, such as the Annual Home Show and Sammy Kershaw concert.
- A School Travel Planning Committee is working with the Active Living Coordinator on collecting data to increase walking and biking to school, so to provide more student activities and less traffic congestion.
- The Trailblazers and KCA Gym Jam (Grades P to 6) are running to capacity and offer Bubble Soccer, with supervision provided by both the staff and some youth from the Portal.
- The Thrive Program (to provide free family fun at the Indoor facility) will continue Saturdays until March 14th, with existing resources provided by NS Health and Wellness. Each week sees between 50 and 80 children and parents participating.
- 2 kick sleds (snow scooters) have been purchased and are

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- available to enhance outdoor winter activities in the area.
- The “Youth Artist in Residence” initiative will showcase 1 youth artist and their artwork on public display, in the Parks and Recreation Department.
 - An “Ending Violence Against Women” initiative is a project between the department and Chrysalis House, through film.
 - A “baby-friendly space” was launched in the Recreation Department and involved the media and representatives from public health. This kick-off coincided with a visit from Conservative Party Leader Jamie Baily and MLA John Lohr.
 - The World Wetlands Day (February 2) was recognized by hosting a Weekend of Winter on February 6 and 7th, and involved family winter activities on Miner’s Marsh. This event was promoted by Gillian Yorke at the Farmer’s Market, following the success of this, public communication at the Market will become a monthly event.
 - The March Break schedule, hosted by the Heartwood Centre for Community Youth Development, will offer 20 youth (15-18 years old) opportunities to make changes in the community.
 - One day of March Break Adventure Camp for elementary aged children will be offered by Marina Myra as a Family Fun Day at the Ravine. This is an expansion of the Trail Blazer’s program.

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

that the report from the Recreation Director be received.

MOTION CARRIED

Points from Discussion

- The Active Living staff person (Andre Bouchard) and Recreation Coordinator (Gillian Yorke) add a great deal to quality programming and excellent public relations between the department and residents.

(d)Police Report

(1) Chief’s Report

Acting Police Chief Ken Reade presented a number of department

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reports, one of which indicated that:

- there were 169 calls for service during the month; 142 shifts worked.
- 24 shifts were lost due to annual leave, lieu time, sick and compassionate time.
- 1073.5 hours of mobile patrols were conducted, along with 82 hours of foot patrols.
- 167 vehicle checks resulted in 67 warning and 10 summary offence tickets.
- the reduction in parking tickets was as a result of medical leave taken by Special Constable Travis.
- 911 calls dealing with mental health issues and breaches have been increasing, with mental health issues placing a huge strain on resources.

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

that the report from the Acting Police Chief be received.

MOTION CARRIED

Points from Discussion

- False alarms are addressed under a bylaw and as they are on the rise, generally it appears that there is a malfunction in the alarm system. Sometimes the alarm companies are not able to carry out repairs immediately, so there may be false alarms for several days in a row.
- Addressing false alarms is time-consuming and does tie up resources.
- The “repeat offenders” usually respond quickly to notice of ongoing alarms.
- Break-ins in commercial businesses usually are as a result of the need to get money for drugs.
- A plan will be put in place to address these false alarms through the Police Commission.

(2)Board Report

Councilor Bernie Cooper reported that the next board meeting will be on February 12th and a review will be held on February 11.

(e) Transportation Services

(1) Directors Report

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Director Whynot reported that:

- Winter salting and snow removal has kept staff busy over the last month. Residential snow disposal has created some problems on Town sidewalks and streets, which is in contravention of the MGA and our own Streets Bylaw. A penalty may be necessary if residents continue to disregard this aspect of snow removal.
- The snow removal team, including private contractors removed over 350 loads of snow from the downtown core since January 27th, and total costs may exceed \$72,000, which compares to \$89,000 spent last year and \$73,000 spent in the month of January 2013.
- The Regional Sewer saw preliminary sludge depth measurements indicate that level are being reduced and it appears that the mobile aeration equipment has been successful.

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

that the report from the Transportation Services Director be received.

MOTION CARRIED

Points from Discussion

- The downtown merchants have to push the snow out into the street when clearing the sidewalks as it could interfere with parking, if not done so.
- The priorities for snow removal are the main routes and hills, with the other streets being done when the time allows.
- Kentville is well known for the good snow removal compared to other areas.
- Although downtown businesses sometimes complain about clearing their sidewalks, resources are not available (nor would be affordable) for the Town of provide this service.
- People would have to walk into the street if the sidewalks aren't plowed.
- The sidewalk plow does do some areas.

(f)Water Commission

(1) Directors Report

Director Whynot noted that:

- Water quality continues at acceptable levels.

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- Some isolated infrastructure problems saw a water break on Henry Street at which time a problem with the main valve was also discovered, necessitating the engagement of a booster pump to shut off water during repair.
- A possible break was reported in the woods between Spring Garden Road and School Street, however, nothing could be located during investigation.
- A call regarding ice build-up on Main Street near Paterson's Beauty Solon resulted in finding only a minor leak, but a residual chlorine in the water.
- Staff repaired a break in the distribution main, without having to shut down the service to the area near Nosco Court.
- Work was done on one of the booster stations at the Belcher Street station, without customer disruption.
- A water main break was repaired on Mountain View Ave., and as underground electrical was involved, NS Power was called in to locate all services, prior to digging.
- Damage to a curb stop required its replacement along with the residential lawn. The faulty curb stop was discovered upon water disconnection due to non-payment for services.
- An operator with the private snow removal contractor damaged overhead wires near the public works shop, resulting in a broken pole and another cracked pole. During repairs by NS Power, damage was done to the water lateral at the Public Works garage.
- In an effort to turn off a water service to allow upgrades to plumbing by the property owner, the curb stop malfunctioned. Its replacement is pending when conditions allow.
- The new generator for the Prospect Reservoir has not yet arrived, although the supplier promised delivery next week.

It was moved by Councilor Nola Folker-Hill 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.

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(g) Kings Partnership Steering Committee

CAO Phillips reported that there is a scheduled meeting for February 19th, at which time a discussion will take place on village inclusion to the KPSC. The towns of Berwick, Wolfville and Kentville have expressed their opinions, with only Kentville supporting the inclusion of a village voice. The Town of Hantsport has not responded and may be the deciding vote. Plans for the spring session with Gordon MacIntosh are underway and it might be better to have the discussion on the village issue during this session. Lastly, it was noted that the host community will be expected to select a chair for the year that unit is hosting.

(h) Valley Regional Enterprise Network (VREN)

(1) 2014-2015 Budget Review

CAO Phillips reported that the budget being presented for the VREN was accepted and approved at the last Liaison and Oversight Committee Meeting.

This \$172,000 budget for 2014-2015, pro-rates expenses up to March 31, 2015. Of this amount, one half (\$86,000) is paid by the Province, with the balance being funded by the partners, of which Kentville would be required to pay 12.1%, or \$10,444.

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 it supports the budget for the VREN (Valley Regional Enterprise Development) up to the year ending March 31, 2015 in the pro-rated amount to Kentville of \$10,444.

MOTION CARRIED

Points from Discussion

- As Kentville assumed the expenses up until the end of January, the amount would be approximately \$60,000; the Town is still paying the employee for February and March.
- The commitment from the municipalities of \$86,000 represents all municipalities, and the Province is up-to-date with its commitment.
- Each unit is bound by a Municipal Agreement, understanding that this year, the costs would be pro-rated.

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(2) Funding Formula Recommendation

CAO Phillips reported that the Town of Berwick has stated that it intends to withdraw from the VREN, unless the funding formula is revised. Therefore, the Liaison and Oversight Committee asked input from the CAOs. They are now recommending the formula as presented, and each Council must approve the formula before amendment.

The previous agreement identified an amount of \$283,525 to be matched by the Province. The various breakdowns show Kentville was 12.2% (\$34,572), which was equal to the Town of Wolfville and the Town's RDA contribution in previous years.

The proposed formula involves each partner paying a base charge of \$7,500. The remaining balance of \$305,000 is matched by the Province, and the percentage based on 50% for population and 50% for uniform assessment is applied. For the most part, this means that all partners (other than the County of Kings) will have a reduction in percentage and relating contribution. In the case of Kentville, this percentage is reduced to 8.7%, with a reduced contribution of \$26,598.

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

***Recommendation to
Town Council***

that a recommendation be made to Town Council that the proposed funding formula (as presented) be approved.

MOTION CARRIED

Points from Discussion

- The new budget indicated in this report of \$610,000 will be brought to each Council at a future date.

(i) Administration

(1) Chief Administrative Officer's Report

CAO Phillips noted that:

- Valley REN – RFPs have been released on financial and IT services, as well as office space. Also the Recruitment Committee met earlier today to review applications for the Board.
- The Joint Fire Services Committee met on January 26th and their budget will be addressed later on this agenda. This

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- budget represents a 1% increase to the Town.
- The UNSM Spring Conference will be May 6 to May 8th.
 - With the Kentville Library, evaluations continue on the current proposals.
 - CUPE Collective Bargaining is scheduled for April.
 - APA – Dates for bargaining have not yet been set, although the Town has revisited current language within the agreement and has prepared a list.
 - Electronic Records Management System work continues, and a meeting with an IT firm demonstrated Laserfiche.

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

that the report from the CAO be received.

MOTION CARRIED

(ii)Town Clerk’s Report

Clerk Carol Harmes noted that she has been busy doing some prep-work on some documents and will bring these to council over the next few months.

(h) Council Reports from Workshops and Conferences

Mayor David Corkum – nothing to report

Councilor Bill Boyd – nothing to report

Councilor Bernie Cooper – nothing to report

Councilor Eric Bolland – not present

Deputy Mayor Mark Pearl – nothing to report

Councilor Nola Folker-Hill – nothing to report

Councilor Tony Bentley – nothing to report

CORRESPONDENCE

(a) Minister of Municipal Affairs (Fiscal Review)

CAO Phillips noted the letter from the Minister of Municipal Affairs to Mayor Corkum as past president of UNSM. It confirmed that no new villages will be created, no new powers will be given to villages and villages will not be required to amalgamate with a nearby town of into the rural municipality. Minister Furey added that input is been received for consideration.

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

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that the letter from the Minister of Municipal Affairs be received.

MOTION CARRIED

(b) Kentville and Area Youth Association

CAO Phillips read a letter from Jocelyn Nicholson the chair of this association. She thanked the Town for its support over 20 years and noted that KAYA has decided to dissolve, as the Town currently addresses the leisure and programming for marginalized youth.

Points from Discussion

- The CAO will prepare a thank you letter to KAYA, on behalf of the Town.

(c) VANSDA

A thank you noted to the Mayor for attending the African Heritage Month events was read.

(c) Browning – Turning Signage

A letter was received from Catherine Browning regarding the left turning-lane in front of the current NS Liquor Commission, from Aberdeen Street on Main Street. She felt that many motorists are unaware of their rights to turn on a red light and felt that signage would be helpful.

As this is an operational matter for the Traffic Authority, the matter should be addressed from that individual. This particular law was created by the province and has been in effect in Nova Scotia for some time.

NEW BUSINESS

(a) Royal Oaks Parkland

At the February 9th, 2015 meeting of Council Advisory Committee, Director Bedingfield presented a report in which she noted that when the Royal Oaks Subdivision was being developed several years ago, an area of land, consisting of 17,818 square feet, had been dedicated as park space. To access this area, two entrances were identified – one on Birchwood and the other on Lacewood Drive.

Over the course of several months, citizens in that area have been brought together for the purpose of discussing park development.

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However, some residents expressed concerns about the potential of increased crime, loss of privacy, and damage to the natural habitat. It became clear that the majority wished to have the designated park space remain as natural as possible.

Therefore, Director Bedingfield proposed several recommendations which would not only clean up the area (which had become overgrown with thorns and underbrush), but would maintain the unspoilt natural setting, while attempting to make the area available and accessible to all community residents. In doing so, she hoped to consult with members of the Blomidon Naturalist Society.

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

*Recommendation of
Town Council*

that the following recommendations be made to Town Council:

- **that citizens be given the opportunity to come together and to agree collectively on how this designated parkland will be developed.**
- **that minimal alterations will be made to the parkland (to maintain the natural habitat) while also allowing persons of varying abilities to access and enjoy this park.**
- **that no structures be constructed on or placed in the park;**
- **that access to this park area be from the Birchwood entrance only.**

MOTION CARRIED

Mayor David Corkum passed the chair to Councilor Bernie Cooper (4:30 p.m. until 4:43 p.m.), so that he could comment on the issue, stating that as most people do not want changes made in this area, this majority should have their position supported by Council.

Points from Discussion

- Plans for the use of this property seemed to be only for the preservation of green space.
- In previous years, pocket neighbourhood parks were intended to be developed as small play areas or passive recreation in new subdivisions.
- Small neighbourhood parks can be beneficial to the residents, or as an alternative, the developer could have been asked to provide cash in lieu for the use of the larger parks.

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- The neighbourhood demographics have changed and as residents bordering the parkland have come to enjoy the privacy, they now want the space preserved.
- The Director is recommending that minimal work be done on the land, only clean-up to make the land safer and more accessible.
- Identification signs will be put in place that encourage access from a specific area on Birchwood. All citizens will have access to the parkland.
- The community was able to view the recommendations prior to Council's review and the Director received no negative feedback. The Mayor, on the other hand, did receive some negative feedback.

(b) Fire Department Budget 2015-2016

CAO Phillips reported that at the JFSC meeting on January 8th, members requested some revisions to the Fire Department's Operating Budget, as proposed for the upcoming year.

Therefore, the attached draft budget for \$620,500 was prepared, which instead of an increase of 8.5% as previously submitted, includes an increase of 4%. The accompanying report from the Fire Chief outlines those areas affected by the reductions.

In accordance with the Funding Agreement, Kentville's portion of this budget would be \$189,400.

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 2015-2016 Operating Budget for the Kentville Volunteer Fire Department , in the amount of \$620,500 be approved.

MOTION CARRIED

(c) Electronic Voting – Election 2016

CAO Phillips reported that under the umbrella of the Association of Municipal Administrators, a group of municipalities, lead by HRM and CBRM, are attempting to bulk tender E-voting services for the election in 2016. He has met with this group which is preparing an RFP. When this is done, all units will be contacted to respond as to whether or not they are interested and to what degree.

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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 CAO continue participation on the E-Voting Services Group Purchase Committee.

MOTION CARRIED

(d) Kentville Ravine

Director Bedingfield reported that work has been done with the Friends of the Kentville Ravine Society and the Department of Agriculture regarding the preservation and maintenance of the Kentville Ravine.

As the Department of Agriculture finds themselves unable to carry out maintenance to the ravine due to budget restraints, it could mean an end to public accessibility to this property. As this area is botanically unique and provides a beautiful and diverse hiking area for citizens, the Town of Kentville has been approached to enter into an easement that would allow the Town to take over the maintenance. This would exclude public washrooms, the picnic area, and both parking lots.

The Department of Agriculture has made some significant improvements to the ravine area (i.e. bridge work and general maintenance), and reports indicate no elevated liability or risk to the users. Therefore, it would appear timely that the Town enters into a stewardship agreement for operation and maintenance, which would be in cooperation with the Friends of the Kentville Ravine Society and the Blomidon Naturalists Society.

Director Bedingfield noted that an annual amount of \$10,000 be placed in the Operating Budget to ensure that Town standards and the trail's integrity are maintained.

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

***Recommendation to
Town Council***

that a recommendation be made to Town Council that the Town accepts stewardship through the use of an easement with the Department of Agriculture, so as to

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**take over the management of the Kentville Ravine,
and furthermore,
that a Management Agreement be developed in
cooperation with the Friends of the Kentville Ravine
Society and the Blomidon Naturalists Society.**

MOTION CARRIED

Points from Discussion

- Bridge replacement costs will have to be determined based on the type of bridge installed.
- A Management Agreement will be signed, and issues like bridges will be discussed at that time.
- Agriculture Canada has already surveyed the property.
- The bridges are not subjected to heavy weight vehicles, as they are for pedestrian use only.

**(e) Rescind Policy G60-Styrofoam (Expanded Polystyrene)
Products Restriction**

Clerk Harmes presented a recommendation that this policy be rescinded, as it would appear redundant due to the new program currently being offered through Valley Waste Resource Management Authority, which allows for the disposal of these products during regular collection times.

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

*Recommendation to
Town Council*

**that a recommendation be made to Town Council that
Policy Statement G60-Styrofoam (Expanded
Polystyrene) Products Restriction be rescinded.**

MOTION CARRIED

Points from Discussion

- Restaurants and other high users of such products should be encouraged to use biodegradable products instead of using Styrofoam.
- Council should continue with this policy.

(f) Kings Transit Budget

Councilor Tony Bentley reported that at a meeting earlier in the day, a draft copy of the Kings Transit Authority's Budget was reviewed and indicates an increase. This would translate to an

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additional amount of \$5,278 (5%) increased for the town of Kentville.

Although this document will be brought to a future meeting of Town Council, Councilor Bentley wanted to forewarn Council.

(Note: Councilor Bentley promised to send copies of the draft budget to members of Council, and further, in his absence in the role of alternate Town Representative at Kings Transit Authority, either Councilor Folker-Hill or Mayor Corkum will attend the next meeting to vote on the budget.)

ADJOURNMENT

As there was no further business on the agenda,

the meeting adjourned at 5:13 p.m. to go In Camera for discussion on personnel issues.