

# Council Advisory Committee

## MINUTES

### July 13, 2015

#### PRESENT

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Bill Boyd, Councilor Nola Folker-Hill, Councilor Bernie Cooper, Councilor Tony Bentley, Solicitor Geoff Muttart, CAO Mark Phillips and Town Clerk Carol Harnes.

Also present: Finance Director Deb Crowell, Planning Director Bev Gentleman, Town Engineer Fred Whynot, Recreation Director Rachel Bedingfield and Acting Police Chief Ken Reade.

#### 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, with the exception of Councilor Bolland, all members of Council were present, in addition to all department heads, Solicitor Muttart, Town Clerk Harnes and himself, as CAO.

#### MOMENT OF SILENCE

Mayor Corkum asked everyone to stand for a Moment of Silence in remembrance of Ralph Vidito, who worked for the Town of Kentville’s Parks and Recreation Department for many years and sadly passed away recently.

#### 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 Bernie Cooper and seconded by Councilor Tony Bentley

**that the agenda be approved with the addition of:  
10. In Camera – Updates for Legal Projects**

#### MOTION CARRIED

#### PRESENTATIONS

##### (a) Glooscap Curling Club

Jim Noonan from the Glooscap Curling Club introduced Co Chair Kathy Seattle, who noted that from April 4 until April 10<sup>th</sup>, 2016, Kentville will host, in partnership with the Wolfville Curling Centre, the 2016 Canadian Masters Curling Championship. He added that there will be 130 curlers and their families in the area for

that event, which may mean an economic impact at an estimated \$523,000. Furthermore, this group will, no doubt, arrive earlier and/or leave later which will further impact the local economy.

He noted that the current budget for the event is \$80,000, however, funds are not provided by either the Federal or Provincial Governments. Therefore, the organizing committee is asking the Town to become a gold sponsor by providing financial support in the amount of \$7,500.

Points from Discussion

- The Town of Wolfville is supportive of this event, however, has not yet promised a specific funding amount.
- The County is being asked for \$10,000 as a diamond sponsor.
- Kentville’s economy is not impacted as much as other areas, as there is no hotel in the area; however, the restaurants and coffee shops should do well, and furthermore, what is good for the area, is good for the individual municipal units.
- Acknowledgement of the Town’s sponsorship will be made by way of an imprint in the ice surface. Therefore, the commitment of funding is required as soon as possible.
- Specific information on the budget could be made available.
- Some infrastructure upgrades will be required.
- The Province should support this National event and the Recreation Director may be able to offer some assistance in finding some Provincial grants.
- This request will be discussed at a future meeting (September CAC) and Glooscap will be notified following that meeting.

**APPROVAL OF THE MINUTES**

**(a) Minutes of June 15, 2015**

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

**that the Minutes of June 15, 2015 be approved as circulated.**

**MOTION CARRIED**

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

**(a) Belcher Street Dumping**

CAO Phillips reported that an update will be addressed during the In Camera session at the end of the meeting, as it involves litigation.

**(b) Chapter 52 – Skateboarding Bylaw**

A report from Andre Bouchard, the Community Outreach Coordinator, noted that a discussion was held during the last meeting of CAC, and at that time members defeated a motion to rescind the bylaw, as it was felt that there was value in maintaining it. Staff was asked to propose revisions to the current bylaw to bring it up-to-date and to bring it back for further discussion.

Staff felt that many new methods of personal transportation could safely use sidewalks in the Town, with some amendments to the current bylaw. Some of the amendments proposed referenced legislation, a name change and penalties.

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

**that a recommendation be made to Council to give First Reading to adopt Chapter 103 – Alternative Modes of Transportation on Sidewalks Bylaw.**

**MOTION DEFEATED**

*Mayor Corkum stepped from the Chair to add comments to the discussion (1:58 p.m. – 2:02 p.m.)*

**Points from Discussion**

- Police Chief Reade added that enforcement of the bylaw is dependent upon public involvement when a violation occurs and police are not present.
- Town records do not identify any injuries created by the use of bicycles, skateboards or other sports equipment on sidewalks over the last many years.
- If the bylaw restricts the use of wheel chairs and motorized scooters on sidewalks, this could certainly be a problem.
- The bylaw being proposed allows for reasonable use of sidewalks for various modes of transportation.
- Skateboards and scooters should be used in designated areas only.
- Although bicycles are often seen on sidewalks, this use is against the Motor Vehicle rules, however, is often overlooked, as the situations involve either children, with their parents, or inexperienced cyclists who are not comfortable riding along with traffic.
- Areas, other than in the downtown core, would be more

suitable for skateboards and scooters.

- The current bylaw forbids the use of skateboards on sidewalks, and defines skateboards in such a way that would include a number of other modes of transportation.
- The proposed bylaw gives skateboarders the opportunity to use the Town's sidewalks unless they are a danger to themselves and others.

**DEPARTMENTAL  
REPORTS AND  
RECOMMENDATIONS**

**(a) Finance**

**1. Directors's Report**

Director Debra Crowell reported that:

- First quarter utility meters were read.
- New water and sewer rates became effective on April 1, 2015.
- Kent and Duffett met with the Audit Committee on June 29<sup>th</sup> and the Town received the unqualified audit, which was later ratified at a Council meeting.
- The Operating and Capital budgets for the Sanitary Sewer Area Service were ratified by Council.
- The Operating and Capital budgets for the Water Utility were ratified by the Water Commission.
- A Statement of Estimates and Financial Information Return were tabled with the DMA.

Director Crowell added that Schedule A (Revenue) with a benchmark of 25%, shows revenue exceeding the average at 37%, with Schedule B (Expenses) shows slightly above, at 27.4% due to annual payments and bulk ordering. Schedule C (Summary of Outstanding Taxes) shows 93.1% of the current interim levy collected, with outstanding taxes at \$64,751.

Schedules E and F (Perpetual Investment Fund) shows that investments total \$13.1 million (at cost), with capital losses at \$5,828 and management fees at \$5,864. She added that the markets are unpredictable, and the budget target for 2015-16 is \$600,000 combined, with \$43,000 from income and \$167,000 from capital gains.

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**

Director Crowell noted in her report that Public Health is reporting over the benchmark and has exceeded the accrual for last year by \$45,819. There is no explanation for this increase and attempts in the past have resulted in little more than a breakdown and comparison with other units.

Therefore, it was further moved by Councilor Nola Folker-Hill and seconded by Councilor Tony Bentley

**that staff be asked to further investigate the increase in the Public Health portion of the Provincial budget.**

**MOTION CARRIED**

Points from Discussion

- This increase is a regional issue and of concern to all municipalities, therefore suggesting that UNSM might be the best tool to use to get information on how the funds for Public Health are spent and how the formula is created.
- This issue might be addressed through an MOU with the Province.
- Tax payers have a right to know what their tax dollars are being spent on.

**(b) Planning and Development**

**1. Director's Report**

Director Beverly Gentleman reported that there were 14 permits issued in June for a building valuation of \$595,250, bringing the yearly total to \$2,848,550.

She added that:

- During a Water Commission meeting, a discussion took place about the reuse of property on Harrington Road for Easson Truck and Maintenance. The installation of a 1000 gallon fuel tank is of concern, as this is prohibited in the wellfield zones. Therefore, it was agreed that a permit would be issued to Easson's subject to the removal of the fuel tank; the removal of the abandoned propane tanks; the provision of annual well monitoring reports to KWC and NS Dept. of the Environment; and with KWC reserving the right to request additional monitoring requirements and/or remediation.
- A few calls have been received regarding unkempt lawns.
- Kings County MPS (draft) - Although the County's draft

copy of its MPS has been reviewed, its Land Use Bylaw has not yet been made available.

- MPS Review – Work is being done with members of KDCL and the general public for feedback on the MPS. Survey results should be available shortly.

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

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

**MOTION CARRIED**

Points from Discussion

- Easons recently installed the fuel tank without permits.
- Bulk storage and distribution of petroleum products is not allowed in well-field zones.
- The demolition on Main Street is for the work being done at the Cornwallis Inn.
- It is important that the County of Kings includes language in its planning documents, relating to the well-field protection of wells in Kentville.
- The Town must insist that discussion takes place between the County and the Water Commission around development in the County.
- The Town is working with the solicitor on wording to be used in its own documents, however, the County's planning documents must correspond and a mutually understood interpretation must exist.

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 send a letter to the County of Kings asking County Council to ensure that their Municipal Planning Strategy and Land Use Bylaw includes language requiring that within all identified wellfield areas, Council must consult with the local authority responsible for the public drinking water supply, concerning all proposed developments within the respective wellfields.**

**MOTION CARRIED**

## **2.Environmental Advisory Committee Report**

Chairman Eric Bolland was not available to provide a report.

## **3.Community Development Coordinator’s Report**

A report received from CDC Lindsay Young, indicated that:

- KDCL Merchants Group remain active with plans for 3 campaigns.
- Work continues on the promotional material for the River Street Properties.
- The Business Retention and Expansion International Conference, June 24-26 was of value and staff may attend again next year.
- The Wayfinding Kiosk Map is being printed.
- The Smart Community project was promoted by Nova Communications, pointing out the benefits to both visitors and residents in having town-wide wi-fi.
- Planning for Street Fest is underway.

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**

### Points from Discussion

- When invitations are being sent to members of the Industrial Park, Valley Waste should be included as there may be some valuable feedback from them.
- Partnerships and support of the downtown businesses for the Street Fest is needed to ensure its ongoing future success.

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

### **(1)Director’s Report**

Director Bedingfield reported that:

- Capital Projects at the Park involve the Hub Community Building which may not have renovations completed until the end of the summer; the Gorge has been upgraded with a few bike jumps on the advanced trails and a gazebo which will serve as a gathering spot; the pond field has been upgraded with support from Kentville Baseball Association.
- At the pool, fencing has been done, green space created and ramps has been completed to allow for strollers and those with mobility issues. The Kentville Rotary Club has purchased a lift which will allow access to the pool by those

- needing assistance.
- With the removal of the children's pool, some changes have been implemented to provide water activities for children under 5.
  - At the arena, the roof repairs have been completed, along with work on the Zamboni room door, and on the compressor, lighting and heating. Ice should be available after August 17<sup>th</sup>.
  - The digital sign at Memorial Park will be replaced sometime in the near future, work has been completed on the shed roof and work is being done on the track.
  - The Skateboard Association and Town have applied for a Canada 150 Grant, as part of their fundraising efforts and the final design should be reviewed this week.
  - Downtown Planter Project – the Community Garden Club routinely attends to the planters, and local chefs will use this produce and prepare a soup every week at the Recreation Centre which will be available free to anyone at Designer Café.
  - Kentville Chiropractic sponsors the Yoga in the Park and about 50 people show up every Wednesday evening for sessions at Oakdene Park. Tao Chi may be offered as well.
  - Skateboard and scooter camps are being offered this summer, and 24 of each device have been purchased, along with helmets and pads, through a grant from the Dept. of Health and Wellness.
  - The first week of summer camps (with the lunch program included) has been a success. Wildroots campers, skateboard and scooter campers, trailblazers and bike campers are all options offered this summer.
  - Bike repair stations have been installed and two access-a-bikes will be purchased in partnership with Sport Nova Scotia. This will allow those with disabilities to participate in biking with their family and friends.
  - The Fisherman's Club – offers a number of workshops for skill development, such as skateboard making and photography. These sessions are held at the Old Tourist Bureau on Park Street.
  - Special Events involve a free pool party and a special Farmer's Market in celebration of Canada Day. Movie nights will be at Memorial Park, and a Concert Series will be held in Centre Square.
  - Drowning Prevention Week will be held from July 20 – 27.



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

**that the report from the Recreation Director be received**

**MOTION CARRIED**

Points from Discussion

- Water was leaking through the shed roof and into the electrical panel, necessitating repairs.
- Canada Day could have been enhanced with a birthday cake, singing “O Canada” or something to acknowledge the celebration.
- There has been no official function for Canada Day for years.
- \$80,000 was available through the Canada 150 Grant and the Skateboard Association has applied.
- The facilities around Town that are in need of repairs could have been considered for the Canada 150 grant.
- Priorities can be set at the upcoming Parks and Recreation Committee meeting for future projects.

**(d) Police Report**

**(1) Chief’s Report**

Acting Police Chief Ken Reade presented his reports, from which he noted that:

- From the 180 regularly scheduled shifts for the month, 32 were lost due to scheduled leave and sick time.
- 1,019.5 hours were spent on mobile patrols which resulted in 200 vehicles being checked, with 98 warnings and 26 charges laid.
- With the warmer weather, 132.5 hours have been spent patrolling the block from 9:00 a.m. until 5:00 p.m.
- There were 13 warrants executed with 28 persons charged.
- The street value of the drugs seized during this month totalled \$179,151, property seized amounted to \$14,700 and cash seized totalled \$1,048. Firearms and other weapons were also seized.
- The drugs seized included marijuana, cocaine, hash, plants, prescription pills and psilocybin.
- The new police vehicle has arrived and is being outfitted.
- The new TMR radios will be available for use shortly and training has taken place.
- Letters have been sent to the alarm companies with

customers in the Kentville area, notifying them that charges will be laid for continued false alarms.

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

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

**MOTION CARRIED**

Points from Discussion

- The TMR radio broadcasts may not be available now to the public.
- The Street Crime statistics represent an area from Windsor to Kingston.

**(2)Board Report**

No report was given.

**(e) Transportation Services**

**(1) Directors Report**

Director Whynot reported that:

- PW crews have been replacing catch basins and sidewalk panels; catch basins are collapsing. Street sweeping, line painting and sign installations have also been done.
- Drainage work has been done to the Salvation Army property which should lessen the storm water from Hartlen Court from flooding residential property in the area.
- The Master Storm Water Management Plan for the Town will be an excellent resource in the future.
- Capital work has either been completed or has started (i.e. sidewalk on Cornwallis Street and Gladys Porter Drive, paving in Deer Haven and Prospect Avenue, etc.)
- While walking the boundaries of the vacant Industrial Park lands (being considered for purchase) the area generally looks good for future development.
- The New Build Canada Fund will be used for the Chester Avenue upgrades, with renewal of buried infrastructure, replacement of retaining walls and paving, etc.
- The Regional Sewer System – Cross drilling will begin in July; the sewer forcemain renewal project is progressing well.

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

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

**MOTION CARRIED**

Points from Discussion

- Repairs to the arena roof might be covered under insurance, however, costs are being watched to see if they surpass the Town's deductible.

**(f) Water Commission**

**(1) Directors Report**

Director Whynot noted that:

- All measured parameters for water quality are within acceptable limits.
- Replacement of old services and repairs to hydrants continue.
- A company has been hired to investigate leaks in PVA pipes.
- Meters were read during June and radio frequency meters will be installed as time and budgets allow.
- The KWC met on June 25<sup>th</sup> and operation and capital budgets were approved. Work on several capital projects has been done and 251 Chester Avenue has been demolished.
- Upgrades will be done to 2 reservoirs (Chester Ave. and Industrial Park)
- Directional drilling is being done to a section of the water main under the Cornwallis River to prepare for the new bridge next spring.
- The Chester Avenue water main will be renewed, with funds from the New Build Canada Project, with design work completed this year.

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

**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.

**(i) Administration**

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

CAO Phillips noted some highlights from the attached report:

- The next meeting of Kings Partnership Steering Committee will be in October, although a CAO group meeting of recreational professionals will take place on July 20 to discuss the recreation/cultural capital funding formula.
- A meeting for the REN Liaison and Oversight Committee is scheduled for July 23, at which time the proposed amendments to the Agreement may be executed.
- A meeting of the Joint Fire Services Committee on July 16 will deal with the County’s position regarding the Fire Service’s 2015-2016 operating budget.
- KDCL – a report regarding the Revitalization Plan will be presented under “New Business” on this agenda.
- The Police Commission will meet on July 30, 2015.
- The RFP for Legal Services closes on August 3, 2015.
- Kentville Library – Work continues with the Whynot Group of businesses to establish a location, building and lease agreement for future library space. Verification is being done on the remediation work to this property.
- The Atlantic Police Association Collection Bargaining process will continue in September.

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

**that the report from the CAO be received.**

**MOTION CARRIED**

**(h) Council Information Sharing (Workshops and Conferences)**

Mayor David Corkum – nothing

Councilor Bill Boyd – nothing

Councilor Bernie Cooper – nothing

Councilor Eric Bolland – not present

Deputy Mayor Mark Pearl – nothing

Councilor Nola Folker-Hill – nothing

Councilor Tony Bentley – nothing

**CORRESPONDENCE**

**(a) Brown, McLellan, Cote (Salvation Army Land)**

A letter from the residents of 19, 23 and 27 Nichols Avenue asked for an update on work to be done by the Town, which would deter flooding from the Salvation Army property to their properties.

Points from Discussion

- Director Fred Whynot, the Town's Engineer reported that the architect is the project manager on this site and although the Town has attempted to do some contouring to redirect the water, work was limited due to heavy ice and snow during the winter months.
- Since spring, the project has been addressed and the Town will continue to oversee further work.
- The Town had entered into a Development Agreement with the Salvation Army and specific requirements had been laid out which must be met to the Town's satisfaction.
- Although the Ombudsman's Office has been involved, their focus is on whether or not individuals have been treated fairly.
- The work being done by the Town is expected to lessen the flooding to a large degree, however, some of the run-off comes from properties beyond the Town's borders and these need to be addressed by the County of Kings and the Province of NS. The Province is responsible for roads, culverts and ditches in the county.

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

**that staff be directed to send a response to these residents, advising them in writing of the work being done by the Town to correct the flooding issue in the neighbourhood of the Salvation Army land.**

**MOTION CARRIED****(b) Burton Russell**

A thank you note was received from Burton Russell in appreciation for Council's acknowledgement of his induction into the Maritime Sports Hall of Fame.

**(c) Ruth Abernethy**

The artist who designed and created the statue of Dr. Charles Eaves (Dr. Apple) sent a note to thank the Town for the public acknowledgement of this artwork and for the work associated with its installation.

**NEW BUSINESS****(a) Amendments to the Liquor Control Act**

Director of Planning and Development Bev Gentleman reported that the Alcohol, Gaming and Tobacco Division of Service Nova

Scotia is proposing several changes to the Liquor Regulations, two of which could have an impact on municipalities.

One amendment involves the removal of the Designated Dry Area and Plebiscite process, as this would not only reduce red tape and encourage business growth, but would save money and frustration. The province is proposing that Nova Scotia become “wet” (removing the plebiscite requirement) thereby allowing municipal units to regulate alcohol licences through municipal bylaws.

The second amendment deals with liquor being served in Eating Establishments which, unlike lounges, must currently serve food with any alcohol. The proposed changes would allow for the service of 2 drinks to a customer without the requirement of also purchasing food.

The Province requested feedback from Council, however, Director Gentleman recommended that these amendments would not affect Kentville and she saw no reason to respond.

Therefore, it was moved by Councilor Tony Bentley and seconded by Councilor Bill Boyd

**that the letter from the Alcohol, Gaming and Tobacco Division of Service Nova Scotia be received.**

**MOTION CARRIED**

**(b) KDCL Funding**

CAO Phillips reported that at the last meeting of CAC, a presentation was made to Council regarding three projects identified under the Downtown Revitalization and Development Plan Proposal, following which, a request was made for funding. This plan would be implemented in stages beginning immediately and over the next 5 years. The plan involves the Core Plan, the Downtown Façade Program and the KentvilleWay Program.

Some discussion points were included in the report prepared by the CAO and these addressed each of the Plan’s components. He further suggested that these issues be reviewed at a future CAC or Council meeting, or deferred to staff, committees or commissions, or to independent third parties such as consultants.

CAO Phillips outlined the budget implications, showing expenses totalling \$455,000, with \$100,000 being asked of the Town. He also

noted the cost to the commercial tax payers, by \$10,000 increments.

It was agreed that more discussion was needed and more information required from KDCL, and therefore, it was moved by Deputy Mayor Pearl and seconded by Councilor Tony Bentley

***Recommendation to  
Town Council***

**that a recommendation be made to Council that it defer discussions regarding the KDCL Downtown Revitalization and Development Plan to the Finance and Administration Committee**

**And further**

**that KDCL Board of Directors or Executive Committee be included in the discussions regarding the plan.**

**MOTION CARRIED**

**(c) Canteen/Washrooms (Memorial Park)**

Deputy Mayor Mark Pearl noted that the canteen and washroom building at Memorial Park was in such poor condition that he was surprised that it was still operational. He was questioning the setting of priorities with maintenance projects, however, has since learned that the Parks and Recreation Advisory Committee is scheduled to meet shortly and that these questions will be addressed at that time.

**(d) Industrial Park – Land Purchase**

CAO Phillips presented a report on the potential purchase of lands in the Annapolis Valley Regional Industrial Park noting that:

- Several years ago, the Kings RDA commissioned a study to inventory both developed and available commercial and industrial land in Kings County and in the Towns.
- The study concluded that the Industrial Park in Kentville is the best option for further development, however, there is a lack of “shovel ready” industrial land available.
- Lands retained by NSBI could be purchased for future development, as some sections are ready for immediate development, while others would require infrastructure installation.
- Lands and businesses in the Industrial Park pay property tax based on the lower of the Town’s or the County of King’s commercial tax rate.
- The purchase of two parcels (designated on the attached plan) would allow significant profile next to the 101 Highway, and its addition to the Park would complement

the efforts being made by current property owners for revitalization.

- \$70,000 has been included in the 2015-16 Capital Budget for the purchase of industrial land.

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 to purchase two parcels of land, listed as PID 55263776 (26 acres) for \$52,000 and PID 55474316 (15.2 acres) for \$15,000, from funds allocated in the 2015-2016 Capital Budget.**

**MOTION CARRIED**

**(e) Municipal Elections 2016 – UNSM Municipal Elections Workshop**

A letter was received from the Department of Municipal Affairs in which it was noted that workshops will be held for Council members, CAOs/Clerks, School Board Officials and Staff. During these sessions the recommendations from the Elections Review Committee will be reviewed; campaign financing discussed, election awareness efforts shared; the potential future role of Elections Nova Scotia addressed; and an update given from the Municipal Election Officer.

This invitation notes that one such session is being held at the Old Orchard Inn on July 20<sup>th</sup> from 10 a.m. until 2 p.m. and that any written submissions should be sent to the DMA before August 28<sup>th</sup>.

Councilor Bill Boyd asked to make some comments regarding leveling the playing field for all potential council candidates. He suggested that:

- There should be a cap on the amount of money spent by each candidate for council and mayor's position.
- There should be a limited number of signs per candidate.
- Outgoing council members should provide workshops for those individuals who may wish to become candidates.
- Even if the Province does not adopt such regulations, the Town could do so through policy.
- Staff should survey other communities for similar policies.

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



**that the correspondence from DMA Executive Director Mark Peck be received.**

**MOTION CARRIED**

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

**that staff prepare a report for the next meeting of CAC, regarding policies governing candidacy for future municipal elections.**

**MOTION CARRIED**

**ADJOURNMENT**

There being no further business to conduct, the meeting adjourned at 4:13 p.m. to go In Camera to discuss Legal Negotiations

**IN CAMERA**

Legal Updates - (4:20 p.m. – 4:43 p.m.)