

COUNCIL ADVISORY COMMITTEE MINUTES June 13th, 2016

PRESENT Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Nola Folker-Hill, Councilor Tony Bentley, Councilor Bernie Cooper, Councilor Bill Boyd, Councilor Eric Bolland, Solicitor Geoff Muttart, and Recording Secretary Patricia Gourley.

Also present: Finance Director Debra Crowell, Planning Director Beverly Gentleman, Town Engineer Fred Whynot, Acting Chief Ken Reade 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 Director Debra Crowell noted that regrets were received from CAO Mark Phillips, she reported that all members of Council were present, in addition to all department heads, Solicitor Muttart, and herself as Acting CAO. Town Clerk Carol Harmes is away at this time.

NOTE *“Points from Discussion” below show various comments made by individual councilors during debate. They do not necessarily represent the opinion of the group, nor do they always reflect accurate information.*

APPROVAL OF THE AGENDA It was moved by Councilor Bill Boyd and seconded by Councilor Nola Folker-Hill

that the agenda of June 13th, 2016 be approved with the addition of:

- 5(d) Update on Meeting with Warden Brothers**
- 7(b) Office of the Ombudsmen**

MOTION CARRIED

PRESENTATIONS (a) **Annapolis Valley Trails Coalition**
The Annapolis Valley Trails Coalition Chair Beth Pattillo presented information regarding the Coalitions financial investment and

participation in the trail system stretching through Kings County. Beth noted that a budget presentation was also given to the County of Kings, Annapolis County and Middleton, all of whom have committed to funding again for the year 2016/2017. She will also be presenting this budget to the Towns of Berwick, Wolfville, Village of New Minas and Kingston.

The Annapolis Valley Trails Coalition requested funding from the Town of Kentville and Beth noted that the request is double this year at \$3,165 compared to last year's request of \$1,500.

**APPROVAL OF THE
MINUTES**

(a) Minutes of May 09th, 2016

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

**that the Minutes of May 09th ,2016 be approved as
circulated**

MOTION CARRIED

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

(a) Kentville Library Update

Acting CAO Debra Crowell presented a verbal update and she reported that Director Bedingfield had met with the Library staff at the new library location to help map out the new floor plan. The lease agreement is still waiting to be signed.

**(b) Kentville Police Union (APA) – Collective Agreement
Update**

Acting CAO Crowell noted that the offer of wage increases of 2.75%, 2.5, 2.5, 2.5 and 2.5% per year over five years, remains on the table.

The date of June 21st, 2016 has been confirmed for conciliation with the Union. This will be held at the Old Orchard Inn, in Wolfville at 9:30 a.m. with Conciliator Peter G. Lloyd.

**(c) Proposed Property Assessed Clean Energy Program
(PACE) Update**

Directory Beverley Gentleman reported that the 1st reading of the PACE Program was passed by Council on May 30th and the 2nd reading of the PACE Program Bylaw will be held at that next meeting of Council, after a Public Meeting, on June 21th, 2016.

At this time, Director Gentleman requested that the Town of Kentville partner with Efficiency NS to administer this PACE program for 2016/2017.

Therefore, it was moved by Councilor Eric Bolland and seconded by Councilor Bernie Cooper

**RECOMMENDATION
TO COUNCIL**

that subject, to the adoption of the PACE Program/Bylaw Chapter 97, CAC recommends to Town Council that they partner with Efficiency NS for Administration and Evaluation Services for a Residential PACE program for 2016/217 so long as the service agreement is satisfactory to Council

MOTION CARRIED

Points from Discussion:

- A maximum loan of \$10,000 per residential building will be considered.
- Up to 10 homeowners per year will be able to apply for this program on a first come, first serve situation.
- The Town of Kentville will be able to collect payment for the loan through a home betterment charge on the owner's tax bill.
- Complete details on the program are pending.

(d) Update on Meeting with Warden Brothers

Mayor Corkum reported that he attended a meeting with Kings County Warden Brothers, approximately two weeks ago.

Points from Discussion:

- The County of Kings have frozen the annual funding for fires services over the last three years.
- The outstanding sewer bill due to the Town will be paid in full.
- Municipality of the County of Kings has full intent to pay their full share of recreation costs for the County residents use of the Town of Kentville's recreational facilities.

**DEPARTMENTAL
REPORTS AND**

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

RECOMMENDATIONS Director Debra Crowell presented a report for the period ending May 31, 2016. Some of the highlights from that attached report were:

- Fourth quarter utility bills were due May 25th, 2016.
- Interim tax bills were due May 31st, 2016.
- The external audit began May 24th, 2016.
- To May 31st, 2016, overall revenue exceeds the average at 36.5% recorded.
- To date, overall expenditures are at the average at 17.2% expended.

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

that the report from the Director of Finance be received

MOTION CARRIED

(b) Planning and Development

1) Director's Report

Director Beverly Gentleman provided a report with some of the following highlights:

- Nineteen permits were issued for the month of May for a building valuation of \$1,818,000 for a year total of \$4,496,100.
- A public hearing was held on April 14th, 2016 on two proposed amendments and second reading was given at a Special Council Meeting on April 14th, 2016.
- Second reading for the PACE Program is scheduled for June 27th Council meeting.

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

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

MOTION CARRIED

2) Environmental Advisory Committee Report

Councilor Eric Bolland had no report.

2) Community Development Coordinator's Report

Acting CAO Crowell read the CEDC's report which included some of the following highlights:

- Kentville Merchants Group has three Centre Square events planned for the summer months.
- Ekistics and Form Media have been awarded the façade program contract.
- Installation of the Smoke Free Public Places signage will be continuing this summer on the parks, trails and green spaces.
- Kentville Farmer's outdoor season has begun.
- A new person has been secured to compile the newsletter and we hope to re-start distribution on that by the end of June.

Therefore, it was moved by Councilor Nola Folker-Hill and seconded by Councilor Eric Bolland

that the report from the Community Development Coordinator, Lindsay Young be received

MOTION CARRIED

(c) Parks, Recreation and Community Development

1) Director's Report

Director Bedingfield provided an attached report with some of the following highlights:

- All fields are open and we have already hosted a number of baseball and soccer games.
- Our trails have also hosted a few events which will continue throughout the summer.
- Pickleball is being played at the tennis courts this summer and Bubble Soccer season has also started.
- Women on Wheels continues till the fall.

- The Department has a few bicycles without pedals to lend out to help teach children balance and also this year we have an adapted bike that has been loaned to us from Lifecycle.
- Summer camps are already roughly 30 % full.
- Pool policies are in the process of being upgraded to increase our safety standards.
- On June 1st a Community Walking Challenge was launched.
- The Department lead a half-day in-service session for the Education Assistants at KCA who supervise outdoor play time at recess and lunch.
- Kentville’s Apple Blossom Princess Hannah Smith was crowned Miss Community Spirit.
- Recreation Department has received three Canada Summer Job grants.

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

that the report from the Recreation Director be received

MOTION CARRIED

Points from Discussion:

- Once the HUB’s renovations are completed it can be rented out to the public with the same fee range as is used for the Recreation Centre.
- Signage on our Kentville Trail will be kept to a minimum. The Harvest Moon Trail and the Blue Route Trails are both part of our Kentville Trail System and the signage will note that.
- Kentville has been chosen to host the 2018 Canadian Mountain Bike Competition. Also Kentville Recreation was invited to apply in 2018, to host the World’s Mountain Bike for 2019.
- The Recreation Department is waiting to hear from ACOA regarding possible funding for the proposed Skateboard Park.

(d)Police Report

1) Chief’s Report

Acting Police Chief Ken Reade provided a report for May 2016. Some of the following highlights included:

- A total of 25 shifts scheduled for the month were lost due to leave and sick time.
- The platoons conducted 251 hours of foot patrols in the downtown core.
- They had 1006 hours of mobile patrols resulting in 332 vehicle checks with 102 warnings issued and issued 32 SOT's.
- 296 calls were received at 417, 42 calls were through 911, there were 131 traffic offences reported, 24 cleared by charges and 83 were cleared otherwise.
- There were 12 calls relating to Mental Health issues.
- Apple Blossom Festival went well and the number of offensives were down.
- A Bike Rodeo was held during the Life Cycle Event and a large number of children attended.

It was advised that during the month the Kentville Police Service Members had occasions to be outside of the town boundaries, reasons for this are as follows: assistance to other agencies, follow up investigations, service of court documents, taking statements for ongoing investigations, conducting checks for persons on house arrests, and to get meals at fast food locations.

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

that the report from the Acting Police Chief be received

MOTION CARRIED

3) Board Report

Councilor Bernie Cooper noted that next Police Commission meeting will be held on July 21st, 2016 and that a date of June 21st, 2016 has been received for conciliation with the Union. This will be held at the Old Orchard Inn at 9:30 a.m.

Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Eric Bolland

that the report from the Police Board Representative be received

MOTON CARRIED

(e) Transportation Services

1) Directors Report

Director Fred Whynot provided a report with some of the following highlights:

- May was a busy month with asphalt patching, signs, cleanup and line painting.
- Great Valley Juices building on West Main is in the process of being demolished.
- A Hazardous Materials investigation was undertaken for the Library on Cornwallis Street. This was required as part of the demolition tender to ensure interested contractors have the proper information about that building so that they can submit an accurate bid.
- A meeting was held with a group from the Department of Transportation regarding the new bridge. It is our understanding that the bridge will be tendered in June 2016.

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

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

MOTION CARRIED

(f) Water Commission

1) Directors Report

Director Whynot provided a report that included some of the following highlights:

- All measured parameters for the water utility were within the acceptable limits set within our approval to operate.
- The remaining original well for the Industrial Park has failed and will require replacement. The cost of the new well will be a capital project to be debated at the June Kentville Water Commission meeting.
- Spring hydrant flushing has been started
- KWC should soon have the information that was requested from the Department of Environment regarding the North River Road C&D Waste Disposal Site.

Therefore, 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

(2) Commission Report

Mayor David Corkum had nothing to report.

(g) Administration

(1) Chief Administrative Officer's Report

Acting CAO Crowell provided a report from CAO Phillips that included some of the following highlights:

- The JFSC's budget needs to be address as at the current time a shortfall of \$27,000 exists.
- A date for the Police Bargaining and Conciliation has been set for June 21st.
- The Town continues to work with three proposals for land purchases in the Park.
- Councillors Bentley, Bolland, Mayor Corkum and myself attended the FCM in Winnipeg. Valuable vendor and product information was obtained from the Trade Show.
- While in Winnipeg I attended the Canadian Association of Police Governance Summit (CAPG).
- A special thank you to all staff who or volunteered during the Apple Blossom Festival. The combined experience of all department and volunteers is very valuable to the overall success of the festival.

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

that the report from the Chief Administrative Officer be received

MOTION CARRIED

(2) Social Media Report

Acting CAO Crowell stated that Jennifer West, Recreation Communication & Resource Coordinator's report is in the package for review.

(h) Council Information Sharing (Workshops and Conferences)

Mayor David Corkum:

- Attended the FCM in Winnipeg

Councilor Bill Boyd:

- Attended the Planning Conference in Halifax

Councilor Bernie Cooper:

- Attended all meetings as required

Councilor Eric Bolland:

- Attended the FCM in Winnipeg

Deputy Mayor Mark Pearl:

- Attended the Provincial Planning Conference

Councilor Nola Folker-Hill:

- Attended the Provincial Planning Conference
- UNSM Conference at the Old Orchard Inn
- Oakdene Park Day

Councilor Tony Bentley:

- Attended the FCM in Winnipeg

CORRESPONDENCE

(a) Apple Blossom Princess Thank You

Acting CAO Crowell read the Thank You cards received from Kentville Princess Hannah Smith and New Minas Princess Jacquelyn Huntley.

(b) Office of the Ombudsmen

Acting CAO Crowell read the letter received from the Office of the Ombudsmen.

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

that the corresponded from the Apple Blossom Princesses and from the Office of the Ombudsmen be received

MOTION CARRIED

NEW BUSINESS

1. Sanitary Sewer Operating Budget

Director Fred Whynot reported that this year we will be projecting an excess revenue of \$500 after Revenue and Expenses. Proposed revenue is showing an increase as part of our approved sewer rate

charges. Expenses are up over last year with the majority of the increases being part of our agreement with the Municipality of the County of Kings, an increase of \$72,900, \$30,200 for depreciation and a Capital from Revenue amount of \$35,000 for sewer renewal.

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

**RECOMMENDATION
TO COUNCIL**

that Council Advisory Committee recommends that the Sanitary Sewer Operating Budget of \$1,150,500 be forwarded to Council for approval

MOTION CARRIED

2. Sanitary Sewer Capital Budget

Director Fred Whynot reported that the proposed projects include replacing the sewer siphon under the bridge, lift station upgrades, and of course Chester Avenue.

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

**RECOMMENDATION
TO COUNCIL**

that Council Advisory Committee recommends that the Sanitary Sewer Capital Budget of \$516,500 be forwarded to Council for approval

MOTION CARRIED

**(c) ALTERNATIVE VOTING BYLAW Chapter 91-
amendment**

Acting CAO Crowell reported on the following comments received from Returning Officer Al Kingsbury regarding the current “Alternative Voting Bylaw-Chapter 91” and the need for amendments to address changes to the Nova Scotia Municipal Election Act.

1. Recent changes to the Municipal Election Act make it necessary to make a few changes in our Voting Alternative Bylaw. Names of various versions of the list of electors have been changed. The one that we will be working with for the election is now the Amended List of Electors, so language in the bylaw needs to be

changed from the Final List of Electors to Amended List of Electors.

2. Residency requirements for electors have been changed from three months to immediately before the first advance polling date, so this means that language in Forms 31 and 31A needs to be revised.
3. Similarly, the age requirement has been changed from age of eighteen years on ordinary polling day to the first advance polling day.

Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Eric Bolland

that Councilor Advisory Committee recommends to Town Council that the proposed amendments to the Alternative Voting Bylaw-Chapter 91 be accepted as proposed

**RECOMMENDATION
TO COUNCIL**

MOTION CARRIED

(d) 2016 Kentville Student Bursary Update

Councilor Tony Bentley reported that the Student Bursary Committee met on June 10th, 2016 and that twelve applications had been received. Of these, only seven were eligible candidates as five applications were not eligible due to residency requirements. From these eligible seven applications, four were chosen to receive \$500.00 each.

ADJOURNMENT

Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Eric Bolland

that the meeting adjourn at 4 p.m.

MOTION CARRIED

IN CAMERA

None