

# Council Advisory Committee

## MINUTES

### September 14, 2015

**PRESENT**

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Bill Boyd, Councilor Nola Folker-Hill (arrived at 1:36 p.m.), Councilor Bernie Cooper, Councilor Tony Bentley, Councilor Eric Bolland, 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 Folker-Hill, who may be a bit late) all members of Council were present, in addition to all department heads, Solicitor Muttart, Town Clerk Harnes and himself, as CAO.

**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 Eric Bolland

**that the agenda be approved with no additions.**

**MOTION CARRIED**

**PRESENTATIONS**

(a) none

**APPROVAL OF THE MINUTES**

(a) **Minutes of July 13, 2015**

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

**that the Minutes of July 13, 2015 be approved as circulated.**

**MOTION CARRIED**

**BUSINESS ARISING FROM THE**

(a) **Glooscap Funding Request**

CAO Phillips noted that at the July meeting of CAC, Jim Noonan

**MINUTES/OLD  
BUSINESS**

and Kathy Seattle, members from Glooscap Curling Club, asked the Town to sponsor the upcoming 2016 Canadian Masters Curling Championship in the amount of \$7,500. They noted that these games will be held at both Wolfville and Kentville curling clubs, and that the area will benefit from the economic impact of this National event.

CAO Phillips proposed a funding arrangement that might include a combination of cash and “in kind” support.

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 that the Town supports the 2016 Canadian Masters Curling Championships in the amount of \$5,000.**

**MOTION CARRIED**

Points from Discussion

- The Town of Wolfville has indicated a contribution of \$5,000.
- This is a National high-profile event to take place in the Towns of Kentville and Wolfville.
- There is no condition in the motion stating that other municipalities must participate along with Kentville.
- The Town could allocate these funds from reserves this year or could overspend in the grants account.

Although Deputy Mayor Pearl moved that the Town’s \$5,000 commitment to the 2016 Canadian Masters Curling Championships be made up of \$3500 in cash and \$1500 in kind, the amendment was not seconded.

**(b) Report on Municipal Elections Regulations**

At the previous meeting of CAC, the issue of Municipal Elections 2016 was discussed, as it related to workshops proposed to address some amendments being recommended by the Elections Review Committee. Suggestions for amendments were made by Councilor Boyd, regarding regulations on the number of signs per candidate, the limit on spending, and an education program for citizens interested in running for municipal government.

Points from Discussion

- These changes on limiting the number of signs and other

elections costs, along with providing training for new recruits may encourage more people to run.

- A policy or bylaw created by the Town could address items not specific to the Provincial Election.
- More discussion could take place at a possible Strategy Session in the fall, or if not, at the CAC meeting in December.

**(c) Report on Increase in Public Health Portion of the Provincial Budget**

At the previous meeting of CAC, Finance Director Debra Crowell reported that mandatory funding of public health to the Province has increased to \$45,819, with no justification by the Province. As steps have been taken to enter dialogue with the Province about these mandatory costs, a full report can be expected for October's CAC meeting.

**(d) REN Funding Formula (update)**

CAO Mark Phillips reported that at the Liaison and Oversight Committee on July 23, a discussion took place regarding the new formula. The Councils of all funding partners have supported the formula and this has allowed the Liaison and Oversight Committee to change the agreement. The Town will have a reduction of \$10,000 and Kelly Ells will be invoicing the partners using this formula.

Points from Discussion

- The County of Annapolis is responsible now for the Bridgetown fee and they will enjoy the Bridgetown rate for the remainder of the year.
- Annapolis County wanted to participate in the BRE program and that is being discussed.
- Mayor Corkum is trying to arrange a meeting with Annapolis County Council to discuss the value in joining the REN as a partner.
- Although there has been some discussion in the media about the lack of progress and value of the REN, the Valley REN is moving forward and is now in the Strategic Planning Phase. This will create the tools for research and asset mapping which will allow the organization to undertake projects, public advocacy and so on.

**(e) Library Update**

CAO Phillips noted that he would ask for an In Camera Meeting to

discuss this matter, if the opportunity arises. He added that he met with the Whynots last week and reviewed some designs which might also include additional tests.

Torgny has been concluding environmental tests and working with the Dept. of the Environment on the paperwork required. The testing does not show anything new and the sign-off is expected from the DOE sometime soon, showing the Town has met the requirements. Once this is received, and the official notice is given to commence the project, the developers can have the building up in 6 months as a turn-key.

As for the funding, the County of Kings will discuss this issue during its Committee of the Whole meeting on Tuesday (tomorrow). The Mayor will speak with County Council at which time he will promote the urgency of their making a decision to cost-share the operating expenses. He will also promote the River Street location as being the preferred site of the Library Board members.

The move to the new location will become more and more difficult as time goes on, as there are thousands of books that need to be moved. If the County does not commit financial support, than the size of the library may be reduced.

**(f) Belcher Street Dumping (update)**

CAO Mark Phillips reported that there has not been a lot of progress on this file, and personally has been watching the property to evaluate if the work (dumping of organic material) on the slope, is satisfactory to the Town. He asked that this issue be included in In Camera.

**(g) KDCL Funding Request (update)**

CAO Phillips reported that KDCL and the Town entered into a funding agreement in 2013, for the purpose of allowing the Town to collect an economic development rate to finance the core operations of KDCL. The annual transfer is approximately \$110,000.

However, in June of this year, KDCL presented a Downtown revitalization and development plan which would provide a blueprint to be implemented in stages over the next 5 years. This plan has the following components: 1. The Core Plan, 2. The Downtown Façade Program and 3. The Kentville Way Program. The costs of these components amount to \$455,000, of which Kentville is being asked to provide \$100,000.

Following several meetings on this matter, issues like the level of support from various resources were discussed and it was agreed that more information was required.

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

**that this matter be tabled to a future CAC meeting to allow the Finance and Administration Committee to receive and review subsequent information.**

**MOTION CARRIED**

Points from Discussion

- There was support in principle of the components in the plan.

**DEPARTMENTAL  
REPORTS AND  
RECOMMENDATIONS**

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

Director Debra Crowell reported that:

- The due date for the final tax levy is September 30.
- The first quarter utility bills were due on August 25<sup>th</sup> and new water and sanitary sewer rates are in effect.
- KWC's non-consolidated financial statements and budgets have been sent to the NS Utility and Review Board.
- The KVFD audit took place in August and draft statements are with the audit firm.
- Finance personnel has taken summer vacations.

Director Crowell added that Schedule A (Revenue) with a benchmark of 42%, shows revenue exceeding the average at 81.5%. With Schedule B (Expenses) shows slightly below at 40.9%, although some departments are over-budget, due to annual payments and bulk ordering. Schedule C (Summary of Outstanding Taxes) shows 48.1% has been collected, with \$4,814,665 outstanding.

Schedule D – Sanitary Sewer Area Service Quarterly Report ended June 30, 2015, with 25% of the budget consumed. Revenue was under at 19.8% and expenses below at 23.7%. Expenses relating to treatment and disposal is reporting on target at 24.1%. At June 30<sup>th</sup> the service is reporting a current deficit of \$37,093.

Schedules E and F (Perpetual Investment Fund) shows that

investments total \$13,276,388 (cost) and \$13,026,138 (market). The budget target for 2015-16 is \$600,000, with \$433,000 from income and \$167,000 from capital gains. As a safeguard during these financially tumultuous times, a budgeted supplemental capital gain withdrawal of \$12,500 can be drawn only if the Town is facing a deficit position at year-end.

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

**that the report from the Director of Finance be received.**

**MOTION CARRIED**

**2. TBR Various \$1,051,700**

Director Crowell reported that this temporary borrowing resolution relates to a number of capital items ranging in scope from recreational and work at Town Hall, to street work, wastewater issues, acquisition of equipment and materials and lighting. These items amount to \$1,051,700.

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

*Recommendation to  
Town Council*

**that a recommendation be made to Council to authorize a temporary borrowing resolution, identified as TBR 15/16-1 for various purposes in the amount of \$1,051,700**

**MOTION CARRIED**

**3. TBR Sanitary Sewer \$86,700**

Director Crowell reported that this temporary borrowing resolution relates to wastewater facilities and storm water systems and amounts to \$86,700.

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

*Recommendation to  
Town Council*

**that a recommendation be made to Council to authorize a temporary borrowing resolution, identified as TBR 15/16-01 for sanitary sewer purposes in the amount of \$86,700.**

**MOTION CARRIED**

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

Director Beverly Gentleman reported that there were 36 permits issued in July and August for a building valuation of \$2,088,560, bringing the yearly total to \$4,937,119. She added that:

- The Source Water Protection Committee met with a representative from Roscoe Construction and Valley Ford in relation to expansion plans for the dealership. A development agreement will be required, as this expansion will be a non-conforming use falling within the wellfield protection zone. The committee will make a recommendation to the Kentville Water Commission to support the expansion.
- A Site Plan Approval was given to a triplex development at 150 Park Street, which is the first of a 2 phase development.
- Calls were received throughout the summer on dangerous and unsightly premises due to unkempt laws, poor housing standards and back yard chickens.
- The bronze statue of Dr. Charles Eaves (donated to the Town) was appraised at Zwicker Gallery in Halifax for \$152,000.
- The MPS Review is currently seeking public input.
- Special Events – Amendments are being proposed to the LUB and a bylaw is being drafted to address the issue of special event businesses being held on property zoned residential.

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

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

**MOTION CARRIED**

**Points from Discussion**

- The statue of Dr. Eaves is located in the park to be known as Eaves Hollow.
- The appraisal of the statue will be used for insurance purposes.

**2. Environmental Advisory Committee Report**

Chairman Eric Bolland reported that there was no meeting over the summer, however, the group will get together within a few weeks.

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

A report received from CDC Lindsay Young, indicated that:

- A fall promotion was done in Fine Lifestyles Magazine with Kentville’s section relating to the Pumpkin People, Harvest Festival, mountain biking and trails.
- The Pumpkin People Festival from Oct. 3-30 will be themed “lego.”
- The Kentville Merchants Group is running their “friend-raiser” campaign selling tickets on a painting.
- Promotional flyers have been done on the River Street properties and the Industrial Park lands.
- The Town’s website will contain information on the industrial park, with maps, a business directory and information on land sales.
- The Wayfinding Kiosk Maps are now installed.
- The Town is involved in a pilot project for increased LTE service in high traffic areas of data use.
- Rebranding RFP has been drafted to create the visual representation of the new Kentville Brand (Phase 2). The Brand Leadership team will decide on final designs – gather and grow

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

**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:

- 21 full time and 6 part time staff were employed over the summer months and deserve congratulations for an excellent job.
- Campers were given the option to purchase food at \$3 per day, made possible by volunteer Rowena Crocker. Rowena was recognized for her twice weekly commitment to this project, by being given a Recreation Champion Award.
- A number of capital projects saw some work this summer – the Hub building, arena, Memorial Park fields and outbuildings, the track and the Gorge.
- The Arena is now undergoing ice installation after a four-

week delay because of a compromised beam in the roof. During the delayed opening, upgrades on advertisements and sponsorship was done.

- Wildroots Camp and Trail Blazers programs focussed on getting young children outdoors. Specialty camps were offered to the older children (i.e. skateboard, scooter camps, film camps and bike camps.) Tennis camps were offered in partnership with Cangaroo Tennis.
- Changes at the pool allowed for swimming lessons for persons with disabilities and mobility issues.
- Bike week tripled the participant numbers and included a scavenger hunt, ladies road ride, a community bike ride, lunch time bike talks, giant bike demo and free coffee giveaways on the trails for morning bike commuters.
- A number of special events included Yoga in the Park, Oakdene Day, Memorial Park Movie Nights, and the second annual Valley Yoga Fest.
- 97.8% of families surveyed at KCA supported ongoing school travel planning efforts.
- KC Skatepark final concept plans provide for construction in phases, and funding strategies continue.
- The 10<sup>th</sup> Annual NS Bike Summit, with Bicycle NS, Wolfville, New Minas and the County will take place on October 2-4<sup>th</sup>. This event engages cyclists, and helps improve cycling infrastructure in the province.
- Annapolis Valley Connect.ca. – 2 community information specialists have been hired to compile an online database of recreation opportunities for the next 6 months. This is an online, publicly searchable database.
- The Make Shop will provide a place for the community to learn new skills (i.e. sewing, felting, painting, gift making, scrapbooking, woodworking, bread making, etc.) A robotics club begins this week and a wood working class teaches how to make our own skateboard.

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

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

**MOTION CARRIED**

Points from Discussion

- The Four Cross Track is consistently used by several groups and individuals.

- With the Annapolisvalleyconnect, 2 staff have been hired for data input.
- The Skatepark group has raised \$250,000. The target of next summer has been set to break ground on the skate park.

**(d) Police Report**

**(1) Chief's Report**

Acting Police Chief Ken Reade presented his reports for July and August, from which he noted that:

- In July, there were 186 scheduled shifts, however, 55 shifts were lost due to leave and sick time. In August there were 186 shifts scheduled, with 54 shifts lost.
- In July, there were 170 hours of foot patrols in the downtown core area and 173 hours in August.
- In July there were 938.5 hours of mobile patrols with 277 vehicle checks resulting in 115 warnings and 27 SOTs, while in August there were 982.5 hours of mobile patrols with 1107 vehicle checks resulting in 117 warnings and 40 SOTs.
- In July there were 365 calls at 417, with 58 of those being 911 calls. In August there were 284 calls at 417, with 48 being 911 calls.
- In July, there were 200 disturbance calls (6 domestic and 45 mental health issues), while in August there were 175 disturbance calls with 6 domestic and 26 mental health issues.
- In July, there were 7 motor vehicle accidents and in August there were 7 MVAs.
- There were 12 alarms dispatched in July and 6 in August.
- SCEU and CISNS continues to be busy over the summer.

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

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

**MOTION CARRIED**

Points from Discussion

- Since the letters have been sent to the alarm companies, there have been very few call-outs for alarms.
- The foot patrols take place from 9 a.m. to 5:00 p.m., however, sometimes members are called away from foot patrols to respond to other pressing matters.

- Overtime can be contributed to mental health issues and court times schedule

### **(2)Board Report**

Councilor Bernie Cooper attended a 4 day conference in Ottawa on police governance. There was a Police Commission meeting earlier in the month with another one scheduled. Police Chief Mander will be recognized on September 28<sup>th</sup> by the Department of Health on the work he has done with street drugs. This event will take place prior to the Council Meeting. There has been a meeting on the police review process and another will be held after the police members have completed their reports.

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

**that the report from the Board of Police Commissioners be received.**

**MOTION CARRIED**

### **(e) Transportation Services**

#### **(1) Directors Report**

Director Whynot reported that:

- Staff has been busy with maintenance work and capital projects, and where possible, in-house design work is being done.
- Repairs to catch basins continue and clean-outs of these often indicate failure before costly repairs are needed.
- The Chester Avenue Upgrade (New Build Canada Fund) has had topographic survey work done, door to door notices handed out and preliminary design work begun.
- Staff were contacted by Business View Magazine for a possible feature in a future publication. The Town's information will be part of their series focusing on infrastructure growth on the East Coast. It appears that Lunenburg and Antigonish will also contribute.
- Directional drilling has been completed in the forcemain renewal project for Kings Regional Sewage System and this work should be completed in October.

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

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

**MOTION CARRIED**

**(f) Water Commission**

**(1) Directors Report**

Director Whynot noted that:

- The department received some complaints about water service, with some relating to the time between readings and others due to leaking fixtures.
- East Coast Locating was engaged to detect leaks throughout Town and a number of small ones were repaired by staff.
- A large leak came to the surface on a lawn on Park Street (near Ultramar) and as the watermain was 10 feet deep in that location, staff encountered some difficulty locating the actual leak. East Coast Locating was able to assist. Unfortunately, with this detour in traffic and an accident on the 101 highway, motorists suffered delays in reaching their destinations that afternoon.
- Divers carrying out capital work on the reservoir in the Industrial Park discovered sand on the floor, and following the clean-up, it was discovered that the second original Mitchell Avenue well was in the process of collapsing. This well was taken out of service and a new production well is in the planning stages for installation, although alternatives for repairs may be viable due to new technology.

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.

**(i) Administration**

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

CAO Phillips noted some highlights from the attached report:

- A Kings Partnership Steering Committee meeting is scheduled for 7 p.m. on October 29<sup>th</sup> in Wolfville.
- The Valley REN L/O Committee met on July 23 and approved the revised funding formula and amendments to the Inter-municipal Agreement.
- The Joint Fire Services Committee met on July 16<sup>th</sup> at which time County representation advised that the unfunded

portion of the 2015/2016 budget would be funded from the surplus from the previous year's budget. Another meeting will take place on October 15<sup>th</sup>.

- Kings Transit Authority – UARB held a public hearing on September 14<sup>th</sup> to review the termination notice issued by West Hants and the Town of Windsor.
- The UNSM Fall Conference will take place between November 4 – 7<sup>th</sup> in Halifax. Reservations have been made along with registration for the conference.
- A regular Police board meeting was held on July 30<sup>th</sup> and a strategic planning session was held on September 3. Craig Gerrard is the newly appointed Provincial representative. Police Chief Mark Mander will be recognized at a special reception on September 28<sup>th</sup>.
- Public Safety MGA Review Working Group – Mark Phillips will be chairing a working group of individuals who will be reviewing the section in the MGA pertaining to Fire and Emergency Services and Dangerous and Unsightly Premises.
- Legal Services – 6 firms submitted proposals by the August 3<sup>rd</sup> deadline. The Finance and Administration Committee will review the submissions and will make a recommendation to Council on September 28<sup>th</sup>. The appointment is expected to become effective on October 1, 2015.
- Other meetings involved Parks and Recreation Advisory Committee, Joint Fire services Meeting, KDCL Executive Committee, Kings County Recreation Meeting on Capital Funding Formula, Valley REN L/O Committee and the introduction of the Kentville Pool Lift, Police Commission, Arena Ceiling meeting, Finance and Administration, Police Strategic Planning Committee, Library Building meeting with Whynots, meeting regarding the Financial Request for 2016 Canadian Masters Curling Championships.
- The Atlantic Police Association bargaining continues, with the next meeting scheduled for September 22<sup>nd</sup>

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

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

**MOTION CARRIED**

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

Mayor David Corkum – nothing further to add at this time, however, there are some items under New Business from the FCM Board meetings which he will introduce at that time.

Councilor Bill Boyd – nothing to report

Councilor Bernie Cooper – nothing further to report

Councilor Eric Bolland – nothing to report

Deputy Mayor Mark Pearl – Attended the UARB Hearings on Public Transit. About 150 people were in attendance, with some who were mobility challenged coming to New Minas by bus. 20 people had registered to speak and anyone in the audience was invited to speak as well. For many in attendance, the loss of the busses from Windsor and West Hants means a loss of mobility for them. The service is expected to cease at the end of September, however, UARB may take a longer time to make a decision. The press was in attendance.

Councilor Nola Folker-Hill – attended CAPG Conference in Markham, Ontario and had some wonderful speakers (Steven Lewis – a comedian and Dr. Dave Williams a retired astronaut and aquanaut, who had an amazing life). She added that she toured the safety village which is set up like a small town for the purpose of teaching children safety (with railroad crossings, street crossings, fire safety and escape routes.) This is run by the Police and other EMO services. Markham policing stats are 1600 policemen and 390,000 citizens (1 policeman to 189 people). Some of the networking opportunities provided other information, such as policing costs relating to a percentage of a budget. 22-26% is the national average.

Councilor Tony Bentley – Attended the wedding of John Graves and the celebrations of the Queen's 63<sup>rd</sup> year since Coronation. Met the new CAO for the AV Library.

**CORRESPONDENCE****(a) Alice Goodwin (Deer Haven Subdivision)**

CAO Phillips read the letter from the developers of Deerhaven Subdivision which noted that with the additional \$12,000 per lot which is required for paving, the selling price for lots would have to be in the range of \$60,000 to \$65,000, thereby making the lots non-saleable in the current market. These charges result from paving the 2 cul-de-sacs, which is the developers' responsibility at this time. Previous to the date when the financial responsibility for this paving reverted back to the developer, the Town paid for the paving

providing it was 70% built out. The Town did complete the paving of the loop, even though it had not been 70% built, however, not the cul-de-sacs. The Director of Transportation got estimates for paving the cul-de-sacs and Mrs. Goodwin has been presented with these for her use.

He added that this issue will be brought forward under New Business and can be discussed fully at that time.

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

**that the letter from Alice Goodwin be received.**

**MOTION CARRIED**

**(b) Minister of Municipal Affairs (Furey)**

A letter from the Minister to the President of the UNSM was intended to be the 12 month notice to municipalities, noting the potential of some municipalities netting less funding, while others may net more as a result of a Partnership Agreement to be negotiated with UNSM shortly.

Also, the Provincial budget committed to increasing the NSPI host grant and freezing the Equalization grant at 2014-15 allocations. Changes will also be made in the Office of the Fire Marshal in relation to financial support for Hazmat applications and to the funding process.

Under the Department of Environment, changes can be expected in both Solid Waste Resource Management Regulations and in Contaminated Sites Regulations.

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

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

**MOTION CARRIED**

Points from Discussion

- Deputy Mayor Mark Pearl (the Council Representative on Valley Waste Resource Management) referenced the section regarding changes to solid waste regulations, specifically the comment that these amendments “are predicted to result

in a net positive financial impact to municipalities.” Months and many dollars have been spent on this project by Valley Waste and it has been learned a few days ago, that the new Minister of Environment has put the project on hold indefinitely. There was no direct communication to the solid waste authorities. This decision results in a loss of about \$1m to the authority.

- A regional meeting is scheduled this Friday.
- The DOE has not given this project priority.

**(c) Minister of Municipal Affairs (Churchill)**

A letter from newly appointed Minister of Municipal Affairs, Zach Churchill, expressed his intent on meeting each municipal council to hear any concerns and issues. It appears that within the next month or two, Mr. Churchill will be coming to Kentville.

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

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

**MOTION CARRIED**

Points from Discussion

- The recommendation on arbitration made by UNSM to the Province has not moved forward in spite of the fact that the motion was passed by UNSM.

**(d) Kings Historical Society – Re: United Church of St. Paul and St. Stephen**

A letter from President Bourassa pointed out that the project – Our Buildings Your Legacy – stressed the reuse of existing heritage buildings, and recommended that the United Church be repurposed as a building for the Kentville Library.

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

**that letter from the Kings Historical Society be received.**

**MOTION CARRIED**

Points from Discussion

- The Friends of the Library identified various locations for the new library and selected River Street, with a new building proposed.

- The Town recently conducted its own evaluation of the locations, of which (all things considered) River Street was the first choice and the church was second choice.
- It is understood that should the construction proposed for the River Street location not materialize, then the Town will look at the Church once again.

**(e) Relay for Life**

A letter from the District Coordinator for the Kentville Relay for Life, thanked the Town for its support of the Canadian Cancer Society. The use of the Town's facilities, assistance from Town staff and support from the Mayor during the Opening Ceremonies were all much appreciated.

District Coordinator Jennifer Tufts identified some of the programs and research being done from these types of fund-raisers.

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

**that the letter from the Relay for Life be received.**

**MOTION CARRIED**

**(f) Queen Annapolisa Alxys Chamberlain**

A note from Queen Annapolisa not only thanked the Town for the gift during the Royal Part visit, but the hospitality shown to everyone and the pancake breakfast provided.

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

**that the letter from Queen Annapolisa be received.**

**MOTION CARRIED**

**(g) Princess Windsor, Stephanie Boone**

A thank you note was received from Princess Windsor in which she thanked the Town for the gift and pancake breakfast during the Royal Party Visit.

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

**that the letter from Princess Windsor be received.**

**MOTION CARRIED**

**(h) Central Kings Community Health Board**

This was a letter thanking the Town for hosting its first Multicultural Fair and the inclusion of new cultures in the community health plan. New members are currently being recruited and a diverse group is being sought. Therefore should Council members know of anyone suitable for this Board work, they should direct them on.

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

**that the letter from the CKCHB be received.**

**MOTION CARRIED**

**(i) NS Provincial Lotteries and Casino Corporation**

This letter stated that Kentville, along with three other communities, is being featured for the annual Responsible Gambling Awareness Week from September 27 to October 3<sup>rd</sup>. The theme this year is “Balance is the Name of the Game.” Education and awareness are top priorities.

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

**that the letter from NS Lotteries and Casino Corp. be received.**

**MOTION CARRIED**

**NEW BUSINESS**

**(a) Valley Waste Resource Management Operating Reserve**

Deputy Mayor Mark Pearl, the Town’s representative on the Valley Waste Resource Management Board, wanted to present some details on an operational issue that affects the municipality.

He noted that:

- A Council decision is required from each of the partners.
- Up until a few years ago, VWRM retained all operating reserves but since then, it was decided that reserves in excess of \$30,000 would be returned to the partners.
- The accountant has urged the authority to maintain larger reserves to deal with spikes in the costs of service delivery or an unbudgeted expense.

- The County of Kings and the Town of Annapolis have expressed a desire to see the operating reserves reinstated. This could be done by a policy.
- It is expected that the operating reserved would have a limit with any excess sent to capital reserves. The policy could identify the specifics of any surplus.
- The policy will be prepared at the board level, however, any municipal input would be welcomed and considered.

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

*Recommendation to  
Town Council*

**that a recommendation be made to Town Council that the annual surplus for Valley Waste Resource Management Authority be retained in their reserves.**

**MOTION CARRIED**

**(b) Special Events Bylaw/Land Use Bylaw (amendments)**

Director Gentleman referenced a letter from Jess Healy, an events coordinator, who wanted to use a privately owned property, zoned residential, (located on Prospect Avenue) as a venue for special events, like weddings, family reunions, etc. However, as this commercial use of residential property is in contravention of the Land Use Bylaw, amendments to this document are being proposed along with the adoption of a bylaw relating to such events.

The draft copy of the Special Events Bylaw, known as Chapter 96, (as attached) allows for the use of residential property for such purposes, providing certain criteria is met to ensure safety, while lessening the potential negative impact to the neighbourhood.

Following review of the proposed amendments and the draft Special Events Bylaw, it was further moved by Councilor Bill Boyd and seconded by Councilor Tony Bentley

*Recommendation to  
Town Council*

**that a recommendation be made to Town Council that First Reading be given to adopt the Special Events Bylaw, Chapter 96, as amended.**

**MOTION CARRIED**

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

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that First Reading be given to adopt the amendments to the Land Use Bylaw as outlined in this report and to hold a Public Hearing on the proposed amendments on October 26<sup>th</sup>, 2015 at 6:00 p.m.**

**MOTION CARRIED**Points from Discussion

- It's good to see bylaws that allow people to do things, as opposed to those bylaws that restrict activities.
- The bylaw should not be specific to one individual or one situation, but should be flexible for others.
- The bylaw does not apply for individuals who want to have a special event in their own backyard, but applies to those who want to rent out their property as a business for a special event.
- Any property zoned residential that is 6 acres or more, could apply for a permit for a similar event.
- The restriction to only spring and summer months seems to limit the activities needlessly.
- To limit the number of activities each year also seems unnecessary.
- Area residents may object to events every week.
- The original date of November 17<sup>th</sup> as proposed for the Public Hearing was changed to October 26<sup>th</sup> to allow for better attendance and to conform to the requirements of advertising.

**(c) Partial Tax Exemption Bylaw Amendment**

CAO Phillips reported that at a recent meeting, it was brought to his attention that the day care on School Street has not been included on the Partial Tax Exemption Bylaw schedule.

He suggested that the grants and tax exemption bylaw be reviewed at either the staff level, with a recommendation brought to Council for consideration, or to include it on an agenda for a future Strategy Session. Consistency would ensure fairness in the provision of financial assistance to organizations.

Another point is that the County supports facilities with funds, not human resources, unlike the Town. Therefore, it is difficult to compare the commitments, as they are not “apples-to-apples” scenarios.

**(d) Debate**

Mayor Corkum discovered at a recent FCM Board meeting, that municipal governments can play a more active role in Federal Election issues. He, therefore, asked if Council was interested in hosting a candidates' debate, which would provide a chance to get Federal feedback on issues like the municipal infrastructure deficit, affordable housing, claw backs on income tax for working seniors, waste water and other community issues that are not often addressed during a Federal Election.

As members felt that this would not only be a good information session, but might also provide the opportunity to lobby on specific issues, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Eric Bolland

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that the Town of Kentville make arrangements to host a debate for the Federal candidates in our riding.**

**MOTION CARRIED**

Points from Discussion

- Perhaps the Chamber of Commerce and the NS Real Estate Association might also like to play a part in such an event.
- It is a shortcoming that our MP does not come to Town Council to give periodic updates on issues that affect municipal government

**(e) Refugees**

Mayor Corkum also brought back from the FCM Board meeting the issue of supporting refugees at the municipal level. A municipal website could also involve a list of bona fide charities that are worthy of supporting, and refugees could be added to that list.

The province is in desperate need of increasing the population, and perhaps in sponsoring some refugees or assisting them in other ways, this might open the doors for more immigration.

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

***Recommendation to  
Town Council***

**that a recommendation be made to Town Council that a financial contribution of \$500 be made towards the refugee crisis in Syria.**

**MOTION CARRIED**Points from Discussion

- Immigrants are individuals trying to become citizens in another country.
- Refugees are individuals escaping from desperate situations in their home countries, with many planning to return later.
- UNSM may have a bigger impact on the situation if municipalities join forces.
- In 2010, the Town contributed to the Haiti disaster and also the refugees from Kosovo.
- The Town could contribute matched money towards the Federal sponsorship of the Syrian refugees.
- There is an immediate need for support of these people.
- The Town could also include on its website a list of credible charities, with the Syrian Refugee need being one.

**(f) Award of Prospect Heights Upgrade**

Director Whynot presented a report on upgrades proposed for Prospect Heights. He noted that tenders were prepared as per the 2015-16 capital program, and included in that tender was associated work for paving and curbing of the two cul-de-sacs, in an effort to get a better price from the contractor, although the work on the cul-de-sacs would be the responsibility of the developer (Alice Goodwin).

In addition Stephen Healy was contacted regarding a section of undeveloped land with frontage on Prospect Avenue, regarding the extension of sanitary sewer and water services to his proposed lots. These items were also added to the tender, with those reduced costs to be Mr. Healy's responsibility.

The tender closed on August 27<sup>th</sup> and the budget of \$480,000 will be funded by gas tax money, in the amount of \$285,000, leaving \$195,000 for curb costs coming from the property owners.

Tenders were received, checked for compliance and the lowest tender was Dexter Construction Company Limited at \$452,147, plus HST. With all costs outlined on the attached spreadsheet, the Town's portion of the work would be \$220,337.36 plus HST.

With the possibility that Mrs. Goodwin may withdraw her contribution for the completion of the roadwork on the cul-de-sacs, Dexter Construction has provided a revised price, based on the reduced scope of work. Further, Mr. Healy will not be developing

his property for some time and has withdrawn any commitment for this work.

As a result, there are additional costs to the Town due to these withdrawals, bringing the total tender estimate to \$368,537.66, plus HST. Both the Town and curb cost estimate fall within the estimated project budgets and Mrs. Goodwin has been given until Friday, September 18<sup>th</sup>, 2015 to provide acceptable security to Dexter Construction Company which will allow her cul-de-sacs to be included with the work being done by the Town, at a reduced price.

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

*Recommendation to  
Special Meeting of Town  
Council*

**that a recommendation be made to a Special Town Council Meeting today, September 14, following this Council Advisory Committee meeting, that work to upgrades at Prospect Heights be awarded to Dexter Construction Company Limited in the amount of \$368,537.66 plus HST.**

**MOTION CARRIED**

Points from Discussion

- Mrs. Goodwin should understand that her costs associated with this work are reduced, as her work will cost a great deal more if undertaken alone.

**(g) Substitution of Capital Projects**

A report presented by Director Whynot noted that the upgrades to Chester Avenue in the 2015-2016 Capital Program, as identified under the New Building Canada Fund for \$2,900,000 over a 2 year period, cannot meet the work schedule relating to design work, due to the lateness of approval of these funds.

Some new projects were identified as replacement projects for the 1/3 contribution being made by the Town (\$268,700 for Transportation Services and \$86,000 for Sanitary Sewer Services.)

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

*Recommendation to  
Special Meeting of Town  
Council*

**that a recommendation be made to a Special Town Council Meeting today, September 14, following this Council Advisory Committee meeting, that the list of**

**replacement projects, as identified in the Director’s  
report be approved**

**MOTION CARRIED**

**ADJOURNMENT**

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

**that the meeting adjourn at 5:16 p.m. to go In Camera to  
discuss land negotiations and litigation.**

**MOTION CAARRIED**

**IN CAMERA**

Land Negotiations and Litigation (5:16 p.m. to 5:48 p.m.)