

KENTVILLE TOWN COUNCIL

MINUTES

March 20th, 2017

PRESENT

Mayor Sandra Snow, Deputy Mayor Eric Bolland, Councillor Cate Savage, Councillor John Andrew, Councillor Craig Gerrard, Councillor Lynn Pulsifer, Councillor Cathy Maxwell, CAO Mark Phillips, and Solicitor Geoff Muttart.

CALL TO ORDER AND ROLL CALL

Mayor Snow called the meeting to order at 7:00 p.m., and CAO Phillips reported that all Council members were in attendance along with Town Solicitor Geoff Muttart, Recording Secretary Patricia Gourley and himself, CAO.

APPROVAL OF THE AGENDA

It was moved by Deputy Mayor Eric Bolland and seconded by Councillor Cate Savage

that the agenda be approved as circulated

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

PRESENTATIONS

(a) Valley Waste Resource Management 2017/18 Budget –Mike Coyle

Mike Coyle presented the Valley Waste Resource Management the Capital Budget and Andrew Garrett presented the Operating Budget.

Draft Operating and Capital Budgets for 2017-2018 are attached.

(b) Kentville Skate Park Association

Dr. Matt MacLeod presented an update from the Skate Park Associating.

As Council requested the opportunity for a discussion on this item it was added under *New Business 8.c*.

Information package attached.

(c) Valley Search and Rescue – Ashley Perry

Ashley Perry presented a report on the Valley Search and Rescue Service. His report included a financial request to help fund a new garage to house their search vehicles. This request will be referred to the budget process.

Information package attached.

(d) Kentville Development Corporation Limited – Leigh Morrison

Leigh Morrison presented an update on KDCL's Strategic Plan for 2017. He noted that KDCL's Capital Budget will be presented at the April 10th, 2017 meeting of CAC.

Report attached.

**APPROVAL OF THE
MINUTES**

(a) Kentville Town Council – February 27th, 2017

It was moved by Councillor Cate Savage and seconded by Deputy Mayor Eric Bolland

**that the Council Minutes of February 27th, 2017 be approved
MOTION CARRIED**

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

(b) Public Hearing March 16th, 2017

It was moved by Deputy Mayor Eric Bolland and seconded by Councillor Craig Gerrard

**that the Public Hearing minutes of March 16th, 2017 be
approved**

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

**BUSINESS ARISING
FROM THE
MINUTES/UNFINISHED
BUSINESS**

(a) Purple Day for Epilepsy (Photos)

Mayor Sandra Snow read the *Purple Day for Epilepsy Proclamation* and noted that Town Council had their picture taken while wearing these Purple Ribbons to show support for this cause. This picture will be forwarded to Epilepsy NS, who will then publish it on the Epilepsy website to acknowledge the Town of Kentville's support of Epilepsy Day March 26, 2017.

**RECOMMENDATIONS
AND REPORTS**

**(a) Council Advisory Committee – Deputy Mayor Eric Bolland
1) Town of Kentville Sundry Write-Offs**

Deputy Mayor Eric Bolland reported that at the March 06th, 2017 meeting of Council Advisory Committee, Director Debra Crowell reported a need to write-off a sundry receivable account in the amount of \$109.20. This has been outstanding since October 30th, 2015 and essentially write-offs are a housekeeping matter.

Therefore, it was moved by Deputy Mayor Eric Bolland and seconded by Councillor Craig Gerrard

**that the sundry receivable account in the amount of
\$109.70 be written off**

MOTON CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

(2) General Insurance and Risk Management Services

Deputy Mayor Eric Bolland reported that at the March 06th, 2017 meeting of Council Advisory Committee, Director Debra Crowell reported that the Town's General Insurance and Risk Management coverage (currently provided by Frank Cowan Company Ltd.) expires at midnight March 31st, 2017. To ensure the Town is receiving the best coverage available at the best pricing, a Request for Proposals (RFP) was released January 20th, 2017 with placement on the Provincial procurement websites as well as the Town website.

The RFP closed February 15th, 2017 at 3:00 p.m. with a public opening held at 3:15 p.m. The following three firms submitted proposals:

- Frank Cowan Company Ltd.
- Aon Risk Solutions
- BFL

Therefore, it was moved by Deputy Mayor Bolland and seconded by Councillor John Andrew

**that the Town of Kentville enter into an
agreement with BFL for the year April 1st,
2017 to March 31st, 2018, with the option to
renew for an addition three (3) years
based on Council's satisfaction with pricing and
service among other things. The pricing for the
year April 1st, 2017 to March 31st, 2018 is
\$94,165.**

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

(3) Student Bursary Policy Statement G18

Deputy Mayor Bolland reported that at the March 06th, 2017 meeting of Council Advisory Committee, Mayor Sandra Snow requested that the Student Bursary Policy Statement G18 be amended to delete the fourth criteria listed in Schedule A: *Candidates must demonstrate a financial need.*

**that in Schedule A: Criteria for Student Bursary
– delete the fourth (4th) criteria listed;
*Candidates must demonstrate a financial need***

Therefore, it was moved by Deputy Mayor Eric Bolland and seconded by Councillor Cathy Maxwell

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

(4) Kings Transit 2017/18 Operating and Capital Budgets

Deputy Mayor Bolland reported that at the March 06th, 2017 meeting of Council Advisory Committee, CAO Phillips reported that Kings Transit requested an eleven percent (11%) increase in the operating revenue from the partners for the 2017/18 budget as well as the annual capital contribution of twenty percent (20%).

Therefore, it was moved by Deputy Mayor Bolland and seconded by Councillor Lynn Pulsifer

**that the Kings Transit 2017/18 Operations
Budget request of \$147,555 from the Town of
Kentville be approved**

And Further

**that the Kings Transit 2017/18 Capital Budget
Contribution request of \$16,000 from the Town of
Kentville be approved**

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

(5) Town of Kentville Twinning with Castel di Sangro

Deputy Mayor Bolland reported that at the March 06th, 2017 meeting of Council Advisory Committee, CAO Phillips reported that the Mayor of Castel di Sangro, Angelo Caruso requested that a representative from the Town of Kentville attend the twinning ceremony which will be held in July 2017 in Castel di Sangro, Italy.

Therefore, it was moved by Deputy Mayor Bolland and seconded by Councillor Craig Gerrard

**that on behalf of the Town of Kentville, Mayor
Sandra Snow attend the Twinning Ceremony
between the Town of Kentville and Castel di
Sangro**

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

(6) Land Use By-law Amendments

Deputy Mayor Bolland reported that at the March 06th, 2017 meeting of Council Advisory Committee, Director Bev Gentleman reported that Council gave first reading to consider amendments to the Land Use Bylaw to include additional permitted used within the Industrial (M) and Commercial General (C-1) Zones; delete the requirements for no Outdoor Storage in the Industrial Zone (M) ; and to rezone PID's #55246446, 55508600, 55260764, 55260772 and 55507487 from Two Unit Residential (R-2) to Multi Unit Residential (R-3), at a regular Council Meeting on February 27th, 2017 and to hold a public hearing on Thursday March 16, 2017; and Whereas a public hearing was held on Thursday March 16th, 2017 and there were no comments from the public contrary to the proposed amendments.

Therefore, it was moved by Deputy Mayor Bolland and seconded by Councillor John Andrew

**that Council give a Second Reading to the Resolution
to amend the Land Use Bylaw:**

**TOWN OF KENTVILLE
AMENDMENTS TO
the**

Land Use Bylaw

“BE IT RESOLVED that the Land Use Bylaw for the Town of Kentville be amended as follows:

- (1) Part 18 Industrial (M-1) Zone, 18-1 Uses Permitted, s.18-1(b), page 92 is hereby **amended** by deleting the words **“or automobile related commercial recreational establishment”** after the word “yard”;
- (2) Part 18 Industrial (M-1) Zone, 18-1 Uses Permitted, s.18-1(d), page 92, is hereby **amended** by adding the words **“and distilleries** after the word Breweries;
- (3) Part 18 Industrial (M-1) Zone, 18-1 Uses Permitted, s.18-1, page 93, is hereby **amended** by adding the words **“(aa) Recreational Vehicle Sales and Service”** and **“(bb) Self-Storage Facilities”** and **(cc) Hotel/Motels** after the words (z) Existing residential uses
- (4) Part 18 Industrial (M-1) Zone, 18-1 Uses Permitted, s.18-1, page 93, is hereby **amended** by renumbering Any uses accessory to any of the foregoing uses to **(dd)**;
- (5) Part 18 Industrial (M-1) Zone, 18-4 Restrictions on Open Storage and outdoor Display, page 94, is hereby **amended** by deleting **“or outdoor display”** after the word storage and before the word shall;
- (6) Part 1, Definitions, page 2, is hereby amended by adding the following definition **1.18.1 Beverage Room means a pub style facility serving beer and wine only (no hard liquor)**;
- (7) Part 1, Definitions, page 2, is hereby amended by adding the following definition **1.18.2 Brewery means a building or establishment for brewing, cider, beer or other malt liquors**;
- (8) Part 15, Commercial General (C-1) Zone, Permitted Uses s.15-1, page 81, is hereby amended by adding the following definitions **(ee) Beverage Room**; **(eee) Brewery** after the words (e) Banks and Financial Institutions; and
- (9) Schedule A, Zoning Map of the Land Use By-law of the Town of Kentville is amended by rezoning PID’s # 55246466, 55508600, 55260764, 55260772 and 55507487 from Two Unit Residential (R-2) to Multi Unit Residential (R-3)

Points from Discussion:

- In the future, distilleries could be added to the Commercial General (C-1) Land Use Bylaw for downtown Kentville, once this current recommendation has been passed.
- More discussion regarding further amendment to the LUB will be on the agenda for April's CAC.

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

**(7) By-Law Enforcement Officer Position Extension –
Police Commission**

Deputy Mayor Bolland reported that at the March 09th, 2017 meeting of the Kentville Police Commission, Councillor Craig Gerrard noted that the Bylaw Enforcement Officer position was expiring at the end of March 2017.

Therefore, it was moved by Deputy Mayor Eric Bolland and seconded by Councillor Lynn Pulsifer

**that the Town of Kentville extend the Bylaw
Enforcement Officer's contract for the months of April
and May 2017**

And Further

**that funding to support the extension of the position be
allocated in the 2017-2018 Operating Budget in
advance of budget deliberations**

Point from Discussion:

- The Police Commission intends to have further discussions regarding the Police Budget, priorities of the Policing Service and resources prior to Council's budget deliberations.

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

Report is attached.

(b) (i) Fire

CAO Mark Phillips stated from the attached report that for:

January 2017:

- Kentville fire alarm total was 08 with 156 KM used.
- County fire alarm total was 16 with 828 KM used.
- Mutual aid alarm total was 0 with 0 KM used

(ii) Joint Fire Services Report

None

(c) Valley Waste Resources Management

None

(d) Kings Transit Authority

None

(e) Councillors Reports (Highlights)

Councillor John Andrew:

- Participated in an Inclusive Community Interview.

Councillor Cate Savage:

- Attended a meeting with Kings Regional Sewer Committee.

Deputy Mayor Eric Bolland:

- Attended a meeting with Chair Eco Kings Action Team – Brian VanRooyen and Berwick Councillor Jane Bustin.

Councillor Cathy Maxwell:

- Participated in the Open Arm's Coldest Night of the Year Walk and noted that the community raised almost \$81,000.

Councillor Lynn Pulsifer:

- Attended the Active Transportation Meeting.

Councillor Craig Gerrard:

- Attended a Strategic Planning Session.

(f) Mayors Report:

Mayor Snow presented her report to Council.

Full reports are attached as well as each councillor and Mayor's financial statements.

Therefore, it was moved by Councillor Lynn Pulsifer and seconded by Councillor Craig Gerrard

that all of the reports from Council and Mayor be accepted as presented

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

CORRESPONDENCE

(a) National Day of Mourning – Annapolis Valley Labour Council, March 06th, 2017

CAO Phillips read the invitation received from Wayne Kelly, President of AV Labour Council.

(b) Tropicurl - Glooscap Curling Club March 07th, 2017

CAO Phillips reported that Leslie Seamone had written a thank you letter to the Town of Kentville expressing the Curling Clubs' appreciation for the Town's generous support of their 20th Tropicurl Bonspiel for 2017.

(c) Police Dispatch Contract - Valley Communications March 02nd, 2017

CAO Phillips stated that the Town of Kentville and Valley Communications have signed a contract for Police Dispatch Services for 2017/18 at a cost of \$2462.19 per month (a 2.9% increase over last year).

(d) Twinning with Castel di Sangro - Mayor Angelo Caruso, March 13th, 2017

CAO Phillips reported that a letter was received from Mayor Caruso requesting that the Town of Kentville grant and forward official approval for an "Act of Deliberation" for the twinning of our towns in July 29, 2017; as this is required by Italian laws.

As Council requested the opportunity for a discussion on this item it was added under *New Business 8.d*

(e) Mayor Jeff Cantwell, Re: Annapolis Valley Trail Coalition – March 13th, 2017

CAO Phillips read the letter received from Wolfville Mayor Jeff Cantwell.

NEW BUSINESS

(a) Kidney Awareness Month

Mayor Sandra Snow reported that March is Kidney Health Month as noted by the Kidney Foundation of Canada.

(b) Earth Hour

Deputy Mayor Eric Bolland stated that the 11th annual Earth Hour takes place on Saturday March 25th, 2017 at 8:30 pm and requested that the Town of Kentville observe and support this event.

(c) Kentville Skate Park

CAO Phillips remarked that the previous Town of Kentville Council had made a commitment to the Kentville Skate Park in the amount of \$150,000. The Skate Park Association requested that the Town of Kentville aid with their fundraising efforts by asking the County of Kings to honor their previous commitment as well as requesting our government officials to also commit.

Points from Discussion:

- Have Town of Kentville staff approach corporate sponsors on behalf of the Skate Board Park project for financial aid or services (landscaping for example).
- Funding from ACCO was conditional upon support from the Town of Kentville and the Provincial Government.

Therefore, it was moved by Councillor Cate Savage and seconded by Councillor Lynn Pulsifer

RECOMMENDATION TO COUNCIL

that a resolution of Council be approved under the following four (4) points:

- 1) Provide confirmation of the Town of Kentville's financial commitment in the 2017/18 Capital Budget of \$150,000 in addition to the allocation of land for the Skate Park to be built on.**
- 2) Provide a letter of support on behalf of the Skate Park Association, to the County of Kings encouraging their Council to also commit to a capital donation of \$150,000 in 2017.**
- 3) Advocate to the Province of NS to provide funding for this Skate Park project.**
- 4) Leverage our influence through the Mayor's office, to approach our Ministers and Premier for financial contributions.**

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*

**(d) Twinning with Castel di Sangro - Mayor Angelo Caruso,
March 13th, 2017**

COA Phillips reported that the previous Council had written a resolution confirming the Twinning of our two towns and that a copy of this letter will be forwarded to Mayor Caruso.

PUBLIC COMMENTS

None

IN CAMERA

None

ADJOURNMENT

It was moved by Councillor Cate Savage and seconded by Deputy Mayor Bolland

that the Council meeting adjourns at 9:20 p.m.

MOTION CARRIED

*Councillors who voted in favour of this motion:
Andrew, Bolland, Gerrard, Maxwell, Pulsifer & Savage*