

TOWN OF KENTVILLE

KENTVILLE TOWN COUNCIL

January 28th, 2019

Approved – February 25, 2019

PRESENT

Mayor Sandra Snow, Deputy Mayor Cate Savage, Councillor Craig Gerrard, Councillor Cathy Maxwell, and Councillor Lynn Pulsifer.

Regrets from Councillor Bolland and Councillor Andrew.

Staff in attendance included Solicitor Geoff Muttart, Chief Administrative Officer (CAO) Mark Phillips and Recording Secretary Jennifer West.

DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations.

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 7:00 p.m., and CAO Phillips reported that all members of Council were present except Councillors Andrew and Bolland.

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

2. APPROVAL OF THE AGENDA

That the agenda of January 28th, 2019 be approved with the following additions:

- Addition of 9a, Land Lease
- Deletion 5.a.3 – Revision of Chapter 84 the Smoke-Free Public Places Bylaw
- Deletion 5.a.9 – Nova Scotia Power Property Easement

MOTION CARRIED

3. APPROVAL OF THE MINUTES

(a) Minutes of Council meeting on November 26th, 2018

That the minutes of November 26th, 2018 be approved with the following additions:

- Correction of staff present

MOTION CARRIED

4. UNFINISHED BUSINESS

(a) Update on the Sale of the Robinson Property

CAO Phillips gave a verbal update on the sale of the property at 374/376 Main Street, informally known as the F. W. Robinson Building Site.

- Points of Discussion
 - The Town has provided a potential buyer with an offer and they are considering this document.
 - A Special Council meeting may be required to formalize this agreement, which may need to take place before the February Council meeting.

5. REPORTS AND RECOMMENDATIONS

(a) Council Advisory Committee

Deputy Mayor Savage presented the following recommendations from the Council Advisory Committee:

(1) Recommendation – Sundry Accounts Receivable

At the December 10th, 2018 meeting of Council Advisory Committee, the Director of Finance presented her report indicating the need to write off sundry receivable accounts totalling \$1,124.39 from accounts relating to revenues associated with the Kentville Home Show and signage at the Kentville Arena.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Maxwell

That the attached sundry receivable accounts in the amount of \$1,124.39 be approved for write off.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

- Points of Discussion
 - How will future bookings from a vendor with an outstanding receivable be handled? Future dealings with a vendor with an outstanding receivable will not proceed.

(2) Recommendation – Withdrawal from the Sanitary Sewer Area Service Capital Reserve

At the December 10th, 2018 meeting of Council Advisory Committee, the Director of Finance presented her report for a withdrawal of \$110,000 from the sanitary sewer Capital Reserve to cover costs associated with the Kentville Business Park Project.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Maxwell

That the attached resolution be approved for a withdrawal of \$110,000 from the Sanitary Sewer Area Service Capital Reserve to partially fund the Kentville Business Park project completed in 2018/2019.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

(3) *This item was removed from the agenda*

(4) Recommendation – Silver Gliders’ Request for Support

At the December 10th, 2018 meeting of Council Advisory Committee, the Chief Administrative Officer read the letter from the Silver Gliders requesting that arena time be donated from the Town for their Sunday December 16th, 2018 event.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Pulsifer

That council approve \$612.50 in financial support to the Silver Gliders Annual Christmas Show through marketing opportunities.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

- Points of Discussion
 - In the spirit of consistency, council should consider treating all opportunities through the grants to orgs policy.

(5) Recommendation – Meeting Dates for 2019 Council and CAC Meetings

At the December 10th, 2018 meeting of Council Advisory Committee, the Chief Administrative Officer presented the draft meeting dates for council and council advisory meetings in 2019.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Pulsifer

That Council approve the 2019 proposed Council Meeting Schedule

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

(6) Recommendation – Direction to CAO, Property

At the in-camera session of the December 10th, 2018 meeting of Council Advisory Committee, council made a motion for the Chief Administrative Officer to proceed with the actions laid out by Council.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Maxwell

That council instruct the CAO to carry out the actions as directed in-camera.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

(7) Recommendation – Road Naming in the Kentville Business Park

At the January 14th, 2019 meeting of Council Advisory Committee, the Director of Planning and Development presented her report indicating the need to establish a formal name for two new roads in the Kentville Business Park: “Parcel CD-1 Chipman Drive”, and “Street A – Parcel SA-1”. Discussion about the naming of these roads resulted in support for the name Chipman Drive for “Parcel CD-1 Chipman Drive”. Council suggested further consideration for the name of Street A.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Pulsifer

That Council officially name Kentville Business Park road “Parcel CD-1 Chipman Drive” as Chipman Drive.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

(8) Recommendation – Citizen Committee Appointment

At the January 14th, 2019 meeting of Council Advisory Committee, Deputy Mayor Cate Savage, also Chair of the Investment Committee, presented a memo of the recommendation of a committee appointment to the Investment Committee.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Maxwell

That council appoint Mr. Logan Morse as citizen committee voting member to the Investment Committee.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

(9) This item was removed from the agenda.

(10) Recommendation – Intermunicipal Service Agreements

At the January 14th, 2019 meeting of Council Advisory Committee, CAO Mark Phillips presented the report regarding operational reviews of Kings Transit and Valley Waste Management Authority, with related adjustments to the Intermunicipal Service Agreements, and annual budget processes.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Maxwell

That council authorize the solicitor representing the parties in the Valley Waste IMSA to

- a. Amend Section 21 to provide the Authority the ability to issue quarterly invoices in advance;**
- b. And further, to amend Schedule B Budget Cost Shares to remove the Municipality of Annapolis County and reallocate percentages among the parties;**
- c. And further, to delete references to Municipality of Annapolis County and Hantsport;**
- d. And further, to authorize the Mayor and CAO to execute the amended IMSA.**

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

- Points of Discussion:
 - When was the last organizational reviews for these organizations? When they were created there was a need for these services. This is the first organizational review “top to bottom” and “side to side”.

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Gerrard

That Council accept the recommendation to defer approving the annual budget for Valley Regional Solid Waste Resource Management Authority until such a time as a subsequent report is filed by the Chief Administrative Officer, and that Council consider approval of the aforementioned budget on or before May 31, 2019.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Pulsifer

That Council authorize the Valley Regional Solid Waste Resource Management Authority to operate on the proposed budget forwarded to the Parties on December 27, 2018, adjusted for debt and other cash flow requirements, up to May 31, 2019.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Maxwell

That Council accept the recommendation to defer approving the annual budget for Kings Transit Authority until such a time as a subsequent report is filed by the Chief Administrative Officer, and that Council consider approval of the aforementioned budget on or before May 31, 2019.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Maxwell

That Council authorize the Kings Transit Authority to operate on a prorated (2/12) portion of the Authority's approved 2018-2019 budget up to and including May 31, 2019.

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

(b) Councillor's Reports

(1) Councillor John Andrew (absent)

Report available

(2) Deputy Mayor Cate Savage

Deputy Mayor Savage presented her report on her activities over the past month. Two main meetings were the regional sewer where there was a technical update and an operational update, and the Investment Committee meeting, showing a strong portfolio value for the Town.

Report available

(3) Councillor Eric Bolland (absent)

Report available

(4) Councillor Cathy Maxwell

Councillor Maxwell presented her report on her activities over the past month. Her highlights included an Annapolis Valley Trails Coalition meeting with a presentation by COGS about an online resource mapping project for the Harvest Moon trail. She also attended meetings of the KCA PTA, and reports that this group has very hard working and organized volunteers.

Report available

(5) Councillor Lynn Pulsifer

Councillor Pulsifer presented her report on her activities over the past month. She attended the Annapolis Valley Reg Library meeting- including the advocacy meeting regarding grants and other supports. The Kentville Library had the highest active users in 2018.

Report available

(6) Councillor Craig Gerrard

Councillor Gerrard presented his report on his activities over the past month. He reports that the recent meeting of the Joint Fire Services Committee on the draft budget prompted more financial questions.

Report available

(c) Mayor Sandra Snow

Mayor Snow presented her report on her activities over the past month. She attended the Source water protection Advisory committee regarding a developer and the McGee Lake Watershed Protection, and a new procedure around cross connections. At the Water Commission, some of these issues were also discussion.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Councillor Pulsifer and seconded by Deputy Mayor Savage

That the reports from Council and the Mayor be accepted as presented

MOTION CARRIED

Councillors who voted in favour of this motion: Gerrard, Maxwell, Pulsifer, Savage and Snow

6. CORRESPONDENCE

(a) Kentville Historical Society – Oral History of Kentville Project – January 24, 2019

CAO Phillips read a letter from the Kentville Historical Society about a project which documents personal histories of some senior Kentville residents.

7. NEW BUSINESS

(a) No new business.

8. PUBLIC COMMENTS

No public comments.

9. IN CAMERA

RECOMMENDATION TO COUNCIL

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

That council move into a closed session at 7:50pm to discuss: (a) Property

MOTION CARRIED

Only Council, CAO Phillips, Solicitor Muttart and Executive Assistant West remained in Chambers at this time.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Gerrard and seconded by Councillor Pulsifer

That the CAO carry out the actions as directed in-camera for lease of the unit at 2 Webster Street.

MOTION CARRIED

10. ADJOURNMENT

It was moved by Pulsifer and seconded by Maxwell

That the January 28th 2019 meeting of Council be adjourned at 8:31 p.m.

MOTION CARRIED
Adjourned at 8:31 p.m.