

proposed evacuation plan is a coordinated plan for disasters including snow, fire, flooding and other disasters and events.

See presentation for more information

(b) Annapolis Valley Chamber of Commerce – Judy Rafuse – Annual Report

Judy Rafuse, Executive Director of the AVCC, presented a review of Chamber activities from inception to the present. Ms. Rafuse also presented a request for \$5,000 for three years to support ongoing marketing of the Annapolis Valley.

- Points of Discussion:
 - What is happening at the provincial level around AirBNBs and unregistered accommodations? The shared economy is not registered, tourism numbers in the shared economy are not recorded. It is up to municipalities to legislate in each area.
 - How does the committee decide where to put funding on marketing each year? Regional marketing campaign- television across the Maritimes, largest market is in Halifax Regional Municipality, radio contests. Market the valley, but not in the valley.
 - The region is in need of a hotel- what is AVCC doing around a hotel study? Berwick has their search committee up and running and they are looking for investors.

See presentation for more information

(c) Kentville Business Community – Zach Best – Events Proposal

Zach Best, Business Development Officer of the Kentville Business Community, read the letter of request by KBC for \$25,000 to support events.

- Points of Discussion:
 - This is a significant request – would it be possible to shift funds from human resources and the façade program? There are more ideas for special projects in the coming years, and more businesses are interested in the façade program. Could examine this during the budget process with an itemized budget.
 - How much does the Town currently support KBC? \$89,000 + \$25,000 + requested \$25,000.
 - How much did KBC spend on special events in the past year? Approximately \$20,000. The Town facilitated at least 20 events.
 - Appreciate the hard work to improve the Town. KBC would like to specifically work with the Chalk Art Festival and the Devil’s Half Acre Motorcycle Rally. Would this be an annual ask from the Town? Yes, would like to receive this funding to support events annually.
 - Has KBC considered a restructuring to support events? Do you foresee events as becoming a foundation of the organization? There are many opportunities at KBC that would attract businesses as opposed to events which attract people.
 - What is the direction of the façade program? Has this been a successful program? There has been more interest in the program, and the committee examines proposals closely. There are no plans to remove this program.
 - Supporter of KBC but strongly disagree with the wording of the Town as dark and unsafe. Council has made an effort to keep commercial taxes low, but KBC’s request would result in a 3 cent increase in their taxes. Is this part of KBCs strategic plan?

Have received support for events and the event committee, we feel that this request is fully supported by the organization.

- The Town contributed \$5000 to Devour, and KBC contributed \$100 to the event. What is the distinction between Special Projects and Special Events? Projects will be longer term amenities and board level events and projects.
- What is the status of KBC's strategic plan? Planning to revise this in the coming year.
- Struggle to understand the interface between the Town's Economic Development office and KBC- how can you make this proposal more clear? The Town does want to pull back from putting events on, KBC would like to be the main driver behind events.

See presentation for more information

5. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

(1) Director's Report

Director Crowell presented her report for the period ending January 31st, 2019. At this time, the Town is at 92% revenue and 85% expenses – both slightly over the guideline.

- Points for Discussion
 - Are appeals increasing year over year? Some years are higher than others.
 - There would not be a surplus- there would be a smaller withdrawal from reserves.
 - How much debt does the Town have currently? 4-5 million dollars.
 - The total owing to us by the county - when that money comes in where would it go? It would pay off the receivables and go into the bank. Would we be able to use this in some other programs? No we have already spent it.

See report for more information

(2) Projection Report

Director Crowell also presented the second projection report for the period ending January 31st, 2019. Currently, the Town is in a deficit position of \$40,000.

- Points of Discussion
 - Is there a reserve for protective services? There is an operating reserve for events but not for operating.
 - Was money allocated for an engineer's salary? There will be some savings in this line item.
 - The funding sources for capital and operating sides are different. E.g. long term borrowing, reserves, gas tax, building funds, etc. If capital projects are under budget there is funding available.

See report for more information

(3) Capital Equipment Reserve Fund Withdrawal

Director Crowell also presented her report outlining the request for a withdrawal of \$71,554.21 from the Town of Kentville Capital Equipment Reserve for the acquisition of a sidewalk machine (plowing and salting).

See report for more information

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

THAT THE COUNCIL ADVISORY COMMITTEE RECOMMEND TO COUNCIL:

That the attached resolution be approved for a withdrawal of \$71,554.21 from the Town of Kentville Capital Equipment Reserve to fund 2018-2019 transportation equipment acquisitions.

MOTION CARRIED

To be ratified at the February 25th 2019 meeting of council

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

(4) Capital Reserve Fund Withdrawal

Director Crowell also presented her report outlining a request to withdrawal \$187,003.99 from the Town of Kentville Capital Reserve for General Allocation, Kentville Futures and Recreation.

See report for more information

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

THAT THE COUNCIL ADVISORY COMMITTEE RECOMMEND TO COUNCIL:

That the attached resolution be approved for a withdrawal of \$187,003.99 from the following reserves:

Town of Kentville Capital Reserve – General Allocation	\$145,861.45
Town of Kentville Capital Reserve – Kentville Futures	\$6,046.16
Town of Kentville Capital Reserve – Recreation	\$35,096.38

And further that these transfers will partially fund several capital acquisitions, additions and an overrun during the year 2018-2019.

MOTION CARRIED

To be ratified at the February 25th 2019 meeting of council

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

(5) Low Income Tax Exemption

Director Crowell also presented her annual report on the income ceiling to support a partial tax exemption to individual property owners who meet certain requirements. The exemption amount is \$253 - \$529, the income ceiling is \$27,048 and the deadline for applications is June 28, 2019.

See report for more information

It was moved by Councillor Bolland and seconded by Councillor Gerrard

THAT THE COUNCIL ADVISORY COMMITTEE RECOMMEND TO COUNCIL:

That the attached resolution for Low Income Tax Exemption for the 2019/2020 year be approved.

MOTION CARRIED

*To be ratified at the February 25th 2019 meeting of council
Councillors who voted in favour of this motion: Andrew, Bolland, Gerrard, Maxwell, Pulsifer, Savage and Snow*

(b) Planning and Development

(1) Director's Report

Director Gentleman presented her report for January 2019. January building valuation totals were \$319,795. There were 7 civic address changes and 2 subdivision applications received.

See report for more information

Councillor Andrew steps away from his chair at 7:16 pm due to a conflict of interest with the following topic.

(2) Rezoning Application for Open Arms

Director Gentleman presented her report highlighting the application by Open Arms Resource Centre Society to rezone three properties to High Density Residential (R4). The purpose of the rezoning application is to develop the property into 60 units on the combined properties. The application was reviewed for compliance with the current Municipal Planning Strategy (MPS). The review of policy statements indicates that the proposal does not meet all of the goals of the MPS, particularly the goal of protecting the character of residential neighbourhoods (encouraging single dwelling lots and small one- and two-unit developments).

- Points of Discussion:
 - What does staff envision for these properties? Council has decided to anticipate a low density residential zone, and transitional housing developments in this area.
 - With a rezoning application, there are no height or bulk restrictions.
 - This application may be too dense for this neighbourhood, and is not in keeping with the character of the area.
 - Can this recommendation tonight be appealed? Yes.

See report for more information

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

THAT THE COUNCIL ADVISORY COMMITTEE RECOMMEND TO COUNCIL:

That Council not approve the Land Use Bylaw Amendment to rezone properties at 118 Oakdene Avenue, PID#55258701 from One and Two-Unit Dwelling (R2) to High Density Residential (R4); and PIDs#55349039 and 55349047 from Single Unit Dwelling (R1) to High Density Residential (R4).

MOTION CARRIED

To be ratified at the February 25th 2019 meeting of council
Councillors who voted in favour of this motion: Bolland, Gerrard, Maxwell, Pulsifer, Savage and Snow

John Andrew returned to his chair at 7:44 pm.

(c) Community Economic Development Coordinator’s Report

CEDC Young presented her report for January 2019. *Bake me Happy* will be opening at 2 Webster Street (the Calkin building) in March. Planning at the Visitors Information Centre is underway.

See report for more information

(d) Parks, Recreation and Community Development

(1) Director’s Report

Director Bedingfield presented her report for January 2019. Arena is operating at full capacity and book ice rentals. Trails are not maintained in the winter months particularly during icy conditions. The Town has taken over maintenance of the Kentville Ravine, and is participating in discussions with the local First Nations communities.

- Points of Discussion:
 - What is the status for the Bonavista playground? The project was proposed for this fiscal year, and the contractor assigned to this project was not able to start in the fall. Feedback from the community was incorporated into the design. The contractor is planning to begin the project this month weather permitting, and apologizes for the delay.
 - Was this part of the procurement process? The project did not require a Request for Proposal but staff did receive three estimates.
 - What is the relationship between developers and green space requirements? The Town will receive 5% of a development not including roads, this is allocated to green space. Developers see green space as an advantage (trails, gazebos, etc), but the issue of building density and taking time to establish a defined green space. The Active Transportation Strategy is also a component of green spaces.
 - It is the Town’s responsibility to furnish a green space in Bonavista. In some cases, there can be a cash in lieu relationship with developers.

See report for more information

(e) Police Report

(1) Chief’s Report

Chief Cecchetto presented the police report for January 2019. Some officers attended courses on cyber crime and supervisor level training. Inspector Reade retired in January 2019 after 41 years of service. The perception that Kentville is unsafe is very untrue- and there is data show this.

See report for more information

(f) Engineering and Public Works

(1) Director’s Report

CAO Phillips presented his report for January 2019. Daily meetings at the Public Works shop continue with staff. The bargaining committees are ramping up with meetings set for next month. There are seasonal issues with stormwater with flooding, and certain areas are affected disproportionately. The use of salt trucks this winter has meant spending from the snow removal budget, even though there is little snow.

- Points of Discussion
 - What are environmentally friendly alternatives to salt? Some new alternatives come with new equipment and these can be less well known compared to the use of salt and sand. Sand is primarily used in the wellfield protection areas (e.g. in Bonavista).
 - What is the status of hiring a new engineer? It is urgent but service has not been compromised during this time. There are some savings at the year end. It may be necessary to resubmit a job posting to the public.

See report for more information

(g) Administration

(1) Communication Report

CAO Phillips presented the report for January 2019. Social media and website use have increased from the previous month.

- Points of Discussion
 - What is the status of the website? The designer has completed the first two phases of review and design and will begin the design phase this month.
 - What is the measured effectiveness of our marketing? Measuring the effectiveness of marketing is very challenging – one can make qualitative statements about success, but quantitative analysis of the impact of marketing is virtually impossible.

See report for more information

(2) Chief Administrative Officer's Report

CAO Phillips presented his report for January 2019. Discussions regarding Valley Waste Regional Management are very active. The Request for Proposals for operational review for Kings Transit is underway. The sale of lots in the Kentville Business Park is active with interest in several sites.

See report for more information

It was moved by Councillor Andrew and seconded by Councillor Pulsifer

That the reports from the directors be received.

MOTION CARRIED

6. UNFINISHED BUSINESS

(a) Kentville Joint Fire Services Committee Operational Budget

At the January 14th 2019 Council Advisory Committee meeting, CAO Mark Phillips presented the report outlining the proposed operational budget for the Kentville Volunteer Fire Department for 2019-2020. Councillors sitting on this committee indicated that the operational budget was still in discussion and was not ready to be passed to council for approval. Councillors Gerrard and Andrew are sitting on this committee. This committee is meeting soon to revisit this budget.

- Points for Discussion
 - Under fire fighting expenditures- there are large amounts but very little detail. Would like to see more information. These are detailed further in the report.
 - We have a lot of confidence in Director Crowell's management of these budgets.
 - The rate payers budget (also known as the capital budget) are not directly connected to the operational budget.
 - This council should form their own point of view with what is appropriate for the Kentville Fire Services budget.

See report for more information

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

THAT THE COUNCIL ADVISORY COMMITTEE RECOMMEND TO COUNCIL:

That the 2019/2020 Kentville Volunteer Fire Department operational budget be tabled until the next Council Advisory Committee meeting.

MOTION CARRIED

To be ratified at the February 25th 2019 meeting of council

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

(b) Business Park Street Naming

At the January 14th 2019 Council Advisory Committee meeting, Director Gentleman 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". At this meeting, council passed a motion "that Council officially name "Parcel CD-1 Chipman Drive" as Chipman Drive which was ratified at the January 28th 2019 meeting of council.

See report for more information

- Points of Discussion
 - Diversity Kings discussed the recommendation and was encouraged to have the Town considering diverse options.

It was moved by Councillor Maxwell and seconded by Councillor Bolland

THE COUNCIL ADVISORY COMMITTEE RECOMMENDS:

That the naming of "Street A – Parcel SA-1" in the Kentville Business Park be tabled until the next Council Advisory Committee meeting.

MOTION CARRIED

Councillors who voted in favour of this motion:

Andrew, Bolland, Gerrard, Maxwell, Pulsifer, Savage and Snow

(c) Policy Review

The following policies were presented to council at the January 14th 2019 Council Advisory Committee meeting for review. At the February 11th CAC meeting, council reviewed the revisions to these policies.

- G69: Council Reports Policy
- G70: Council Meetings Policy

- Points of Discussion
 - Wanted to keep requests for decision

See report for more information

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

THAT THE COUNCIL ADVISORY COMMITTEE RECOMMEND TO COUNCIL:

That council adopt the revised Policy Statement G69 Council Reports and Policy Statement G70 Council Meetings

MOTION CARRIED

To be ratified at the February 25th 2019 meeting of council

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

7. CORRESPONDENCE

(a) Kentville Wildcats – Update on the Town of Kentville Digital Sign Placement

CAO Phillips read the letter from the Kentville Wildcats Senior Baseball Club regarding the removal of the Town's digital sign near the Memorial Park baseball field. The club relies on the sign to promote games, and ask when the sign will be placed in its new location.

- Points of Discussion
 - The sign needed some repair and it is in dry storage. There is not a defined ideal location determined by council. During budget deliberations, this could be added to the operational budget.
 - Is it public knowledge the reason that the sign was removed was to be respectful of the cenotaph?
 - There is some regret to the removal of the digital sign- there is an interest in bringing the sign back for sports teams, Apple Blossom, etc.
 - The cost of moving the sign was \$12000 to \$15000, the cost of repair has not yet been determined.
 - Recommend that this be discussed again at the next CAC meeting to move this item forward.

See letter for more information

(b) Glooscap Curling Club – Resolution to Property Encroachment

CAO Phillips read a letter from the Glooscap Curling Club regarding a section of Town property near the Club's main entrance. The Club would like to build a ramp at this entrance and would like to resolve this boundary issue.

- Points for Discussion
 - One option is to close a portion of the street and sell the parcel to the curling club.

- More detailed surveying needs to be completed to determine how much of the street is owned by the Town.

See letter for more information

(c) Bonavista Residents Concerns

CAO Phillips reviewed the concerns from several residents of the Bonavista subdivision, and described how the issue was addressed during Director Bedingfield's report.

See letter for more information

(d) Sheila Lawrence – Open Arms Rezoning Application

CAO Phillips read a letter from Ms. Lawrence regarding the process of creating a housing development through the Open Arms organization, both through a development application and the current rezoning application. Ms. Lawrence highlighted concerns about housing issues, planning, and community character.

See letter for more information

(e) Cynthia Biggs – Open Arms Rezoning Application

CAO Phillips read a note from Ms. Cynthia Biggs expressing support for the Open Arms project, and describing some challenges that people face around housing in Kentville.

See letter for more information

8. NEW BUSINESS

(a) Town of Kentville Accessibility Committee

CAO Mark Phillips read the report put forward by Director Bedingfield on behalf of the Accessibility Committee. The report describes municipal requirements for an Accessibility Committee relating to the incoming Provincial Accessibility Act.

- Points of Discussion:
 - Will members of the public be invited to sit on this committee? Yes, the model used by many municipalities includes citizen appointees.

See report for more information

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

THAT COUNCIL ADVISORY COMMITTEE RECOMMEND TO COUNCIL:

That council establish an Accessibility Advisory Committee as an advisory committee of council through Policy Statement G57: Committees of Council.

And further, the first steps of this committee would be to establish the terms of reference for this committee.

MOTION CARRIED

To be ratified at the February 25th 2019 meeting of council

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

(b) Regional Emergency Evacuation Plan

CAO Mark Phillips reviewed the proposed regional emergency evacuation plan presented tonight to council by EMO Coordinator Dan Stovel.

See report for more information

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

THAT COUNCIL ADVISORY COMMITTEE RECOMMEND TO COUNCIL:

That council approve the attached Regional Emergency Evacuation Plan from the Kings Regional Emergency Management Organization.

MOTION CARRIED

To be ratified at the February 25th 2019 meeting of council

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

(c) Request for Decision

Councillor Craig Gerrard presented his report requesting the reinstatement of the Planning Advisory Committee (PAC) as a standing committee of council. CAO Phillips also read his assessment of this request.

See report for more information

- Points for Discussion
 - The Town has a culture of a streamlined approach to planning through the Planning Department compared to lengthy discussions and decision making through a committee.
 - How would referring this back to staff for terms of reference. This decision of council could be vetted through the PAC. Operational issues would not be brought to the committee.
 - Some councillors would like to learn more about this issue.
 - A member reviewed municipalities in the province and found that most units have a planning committee.

It was moved by Councillor Maxwell and seconded by Councillor Bolland

COUNCIL ADVISORY COMMITTEE RECOMMENDS:

That the request to establish a Planning Advisory Committee be referred to staff to make a recommendation at the next Council Advisory Committee meeting for composition and terms of reference for the Committee in accordance with the MGA Part VIII paragraph 200.

MOTION CARRIED

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

(d) Request for Funding by Kentville Business Community

See report for more information

- Points for Discussion
 - Our budget is firm, the KBC should perhaps revisit their own budget
 - KBC may need to show more concrete evidence for the purpose of this ask.
 - There is interest for an updated strategic plan for the organization.
 - Would like to see an itemized budget for the existing funds and additional funds.

- Would like to see more detail in this ask and in the background of this ask (seemed to come out of the blue).
- Is there a special events budget? There is a budget for events in both the Planning and Recreation Departments. The Directors determine the best budget for certain events to come from. Beautification is supported by the Town – baskets, banners, watering etc.
- The existing agreement with KBC “keeps us in our lanes”, and the area of events is a bit of a grey area (less well defined).
- Is there an increased by-in from the business community? What is the evidence that KBC “is working”? Highest level of participation in the business community today, and this is linked to a number of factors.
- KBC used to be responsible to flowers on light poles and manage the farmers market, and the Kentville Cart. Some of these elements are better suited to Town staff and equipment (safety, resources, etc). KBC has become more administrative rather than on the ground.
- KBC indicated that they would like to take over some Town events, and there should be more detail about these events and budgets.
- Would like to instruct KBC to bring more information to council to aid in budget deliberations.

9. PUBLIC COMMENTS

(a) Seamus McClair, 14 Park Street

- Expresses the importance of awnings and historical value of these items.
- There is an access to the Gorge Park that is over Town land, however it is through private property. Is it possible for the Town to preserve an access to the park through Parkview?
- Investment in Recreation is valuable to development and community. An additional access to the Gorge would be valuable.
- It is difficult to look for housing in Open Arms, however there are no housing listings in any of the local papers. A listing of housing is missing for the region, and should be explored.

(b) Councillor Pauline Raven, Kings County

- Appreciate the difficulty of balancing the community and the policies. None of us run for office to be mean-spirited, but we want to make sure that we want everyone to have a safe and wonderful place to live. Kentville has very old housing stock from the 70s and it is not inspiring to do better in your life.
- The Open Arms application was a great housing development that could accomplish this.
- I reviewed the Town’s MPS, but this opportunity was not accepted by the Town because you are trapped by your MPS. You have real barriers but you could add an exception around affordable housing and the opportunity for dense housing close to parks, sidewalks, Kings Transit. You could make an exception in your MPS.
- Affordable housing only comes up with groups like Open Arms. Even though it is not in keeping with the character, there are high density properties in that area already.
- There is a high need for student and senior housing.
- There are ways to make an exception to your MPS to allow this to happen. Kings County should look at our own MPS to make sure there is an exemption for affordable housing so that we don’t get trapped like you have.

(c) Angela Budge – 952 Penney Lane, Kentville

- Supporter of project at 118 Oakdene Avenue
- Described her story of using low income housing
- Low income housing allowed her to attend night school, gain employment and move out of poverty
- Living in the valley was more challenging without a car for transit, employment, and groceries.
- Today they are homeowners in North Kentville and are active volunteers in the community.
- Affordable housing allowed me to get out of poverty.
- It would be a waste not to develop this property, it is ideally located.

10. IN-CAMERA

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

That council move into a closed session at 9:47 pm to discuss:

(a) Legal – Land

MOTION CARRIED

It was moved by Bolland and seconded by Pulsifer

That Council return to open session at 10:16 pm.

MOTION CARRIED

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

THAT COUNCIL ADVISORY COMMITTEE RECOMMEND TO COUNCIL:

That the Chief Administrative Officer follow the instructions of council, provided during the in camera session.

MOTION CARRIED

To be ratified at the February 25th 2019 meeting of council

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

11. ADJOURNMENT

It was moved by Savage and seconded by Andrew

That Council Advisory Committee adjourn.

MOTION CARRIED

Adjourned at 10:18 p.m.