

TOWN OF KENTVILLE KENTVILLE TOWN COUNCIL Meeting Minutes: March 25th, 2019

PRESENT

Deputy Mayor Cate Savage, Councillor Eric Bolland, Councillor Craig Gerrard, Councillor Cathy Maxwell, and Councillor Lynn Pulsifer.

Regrets: Councillor John Andrew and Mayor Sandra Snow.

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

Deputy Mayor Cate Savage called the meeting to order at 7:02 p.m., and CAO Phillips reported that all members of Council were present with the exception of Councillor Andrew and Mayor Snow.

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

It was moved that the agenda of March 25th, 2019 be approved with the following additions:

MOTION CARRIED

3. APPROVAL OF THE MINUTES

It was moved that the minutes of the February 25th, 2019 council meeting be approved.

MOTION CARRIED

4. UNFINISHED BUSINESS

(a) Update on the Nova Scotia Power Property Easement

CAO Phillips gave a verbal update on the property easement with Nova Scotia Power, which is in the hands of the legal department of NSPI.

5. REPORTS AND RECOMMENDATIONS

(a) Council Advisory Committee

Councillor Gerrard presented the following recommendations from the Council Advisory Committee:

(1) Recommendation – Accessibility Committee

At the February 11th, 2019 meeting of Council Advisory Committee, the Director of Recreation presented a report on behalf of the Accessibility Committee. The report described municipal requirements for an Accessibility Committee relating to the incoming Provincial Accessibility Act.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Councillor Craig Gerrard and seconded by Councillor Cathy Maxwell

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.

Amendment:

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

RECOMMENDATION TO COUNCIL

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

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 for staff to establish the terms of reference for this committee.

MOTION CARRIED

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

(2) Recommendation – Town Capital Reserve

At the March 11th, 2019 meeting of Council Advisory Committee, Director Crowell presented a recommendation for a withdrawal of \$9,771.18 from the Town of Kentville capital reserve (general allocation). This amount would partially fund several capital acquisitions including the Visitor Information Centre (\$9373.87), Belcher Street sidewalk (\$303.74) and police vehicles (\$93.57) during the 2018/2019 year.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Councillor Craig Gerrard and seconded by Councillor Lynn Pulsifer

That council approve the attached resolution for a withdrawal of \$9,771.18 from the Town of Kentville Capital Reserve – General Allocation, to fund several capital acquisitions during the 2018/2019 year.

MOTION CARRIED

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

(3) Recommendation – Temporary Borrowing Resolution – Robinson Building

At the March 11th, 2019 meeting of Council Advisory Committee, Director Crowell presented a renewal of Temporary Borrowing Resolution (TBR) associated with the Robinson Building. The existing TBR will expire on April 12, 2019 and must be replaced

with a current authorization to maintain the short-term financing provided by Nova Scotia Department of Municipal Affairs related to the Robinson Building.

Report available

RECOMMENDATION TO COUNCIL

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

That council authorize the renewal of the temporary borrowing resolution #16/17-03 Robinson Building for \$172,00. Following approval, it will be sent the Minister for Department of Municipal Affairs for Provincial authorization.

MOTION CARRIED

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

(4) Recommendation – Blanket Resolutions

At the March 11th, 2019 meeting of Council Advisory Committee, Director Crowell presented her request to offset any deficit positions as at March 31, 2019 which could occur in either the Town’s Operating Fund and Sanitary Sewer Area Service. The Town can eliminate deficits by the passage of “blanket” resolutions to transfer from the Town’s Operating Reserve and Sanitary Sewer Area Service to offset any year-end deficit position in either of the above noted entities.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Councillor Craig Gerrard and seconded by Councillor Cathy Maxwell

Motion 1.

That council approve a blanket resolution for possible withdrawal from the Town of Kentville Operating Reserve in the amount of any current operating deficit, should one occur at March 31, 2019, after all year-end transactions are quantified. The funds would be transacted only if the Town was facing a current operating deficit end-of-year.

MOTION CARRIED

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

RECOMMENDATION TO COUNCIL

It was moved by Councillor Craig Gerrard and seconded by Councillor Lynn Pulsifer

Motion 2.

And further, that council approve a blanket resolution for withdrawal from the Town of Kentville Sanitary Sewer Area Service Operations Reserve in the amount of any current operating deficit, should one occur at March 31, 2019, after all year-end transactions are quantified. These funds would be transacted only if the Sanitary Sewer Area was facing a current operating deficit end-of-year.

MOTION CARRIED

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

(5) Recommendation – Kentville Volunteer Fire Department

At the January 14, 2019, Council Advisory Committee meeting, CAO 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. The Kentville Fire Department Chief stated that this budget had been passed on January 9th and the Joint Fire Service Committee is no longer reviewing this budget. At the March 11, 2019 meeting of the Council Advisory Committee, the operational budget for the Kentville Volunteer Fire Department for 2019-2020 was recommended to council.

Report available

RECOMMENDATION TO COUNCIL

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

That the 2019-2020 Kentville Volunteer Fire Department operational budget of \$610,000 – with Town of Kentville share at \$185,800 – be approved.

MOTION CARRIED

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

(6) Recommendation – Business Park Street Naming

At the March 11th, 2019 meeting of Council Advisory Committee, Director Gentleman presented her report on the names being considered for a street in the Kentville Business Park. Two names have been forwarded for consideration – Lyons and Borden – after notable Kentville citizens.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Councillor Craig Gerrard and seconded by Councillor Lynn Pulsifer

That council approve by policy the name for “Street A – Parcel SA-1” in the Kentville Business Park as Lyons Drive.

MOTION CARRIED

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

(7) Recommendation – Digital Sign Placement

At the March 11th, 2019 meeting of Council Advisory Committee, the Director of Recreation presented the report on the placement of the digital sign. Highlights of this report include the cost of reinstatement, and the specifications for the new location.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Councillor Craig Gerrard and seconded by Councillor Cathy Maxwell

That the digital sign be reinstated to the Burgher Hill location, as per the attached Digital Sign Report, as part of the 2019-2020 capital budget process.

MOTION CARRIED

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

(8) Recommendation – Centre Square Gazebo Upgrade

At the March 11th, 2019 meeting of Council Advisory Committee, the Chief Administrative Officer reviewed the presentation by the Kentville Business Community and indicated that the gazebo includes an electrical panel that is to code, and a second panel which was added to support larger events like the Multicultural Fair and the Devil’s Half Acre Motorcycle Rally. KBC has the capacity to support this request.

Report available

RECOMMENDATION TO COUNCIL

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

That Council give direction to the CAO to proceed with the upgrade of the electrical panel in the Centre Square gazebo using 2018-2019 budget.

MOTION CARRIED

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

- Points of Discussion:
 - Council stated in the past that the gazebo was the towns infrastructure and that the Town would cover the cost under the economic development levy.

(9) Recommendation – Regional Sewer Operating Budget

At the March 11th, 2019 meeting of Council Advisory Committee, the Chief Administrative Officer presented the regional sewer budget, with a review of the process of review and approval of this budget. Annually the technical committee meets to review the budgets and to recommend the budgets to the Regional Sewer Committee. Kentville’s share (operating expenditures and debt payment allocation) totals \$727,000 or 49.6% of the total budget of \$1,466,000.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Councillor Craig Gerrard and seconded by Councillor Lynn Pulsifer

Motion 1.

That council approve the 2019-2020 Regional Sewer Operating Budget at \$1,466,000 of which Kentville’s share is \$727,000.

MOTION CARRIED

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

RECOMMENDATION TO COUNCIL

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

Motion 2.

That council approve the 2019-2020 Regional Sewer Capital Budget at \$1,625,000.

MOTION CARRIED

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

(b) Councillor's Reports

(1) Councillor John Andrew (not present)

(2) Deputy Mayor Cate Savage

Deputy Mayor Savage presented her report on her activities over the past month. Highlights included the investment advisory committee meeting, International Women's Celebration, Kentville Fire Department Area Rate Payers meeting, and the Valley Regional Enterprise Network.

Report available

(3) Councillor Eric Bolland

Councillor Bolland presented his report on his activities over the past month. Highlights included the coasting party, Kentville Fire Department Area Rate Payers meeting, Valley Regional Enterprise Network meeting, and the Valley Waste review of activities.

Report available

(4) Councillor Cathy Maxwell

Councillor Maxwell presented her report on her activities over the past month. Highlights included the Chrysalis House public event, International women's day event with Stantec, and the opening of Brackish in downtown for braces and prosthetics. Much activities associated with the KCA parent-teacher association- very organized and strong. Annapolis Valley Trails Coalition presented their budget, committee for a new loop. Support from the Coalition coordinator and the web designer is very strong.

Report available

(5) Councillor Lynn Pulsifer

Councillor Pulsifer presented her report on her activities over the past month. Highlights included the Valley Regional Enterprise Network, TD Mix and Mingle, The Women We Love event at Chrysalis House, and the Hill's Grills cookbook launch. Also attended the KBC strategic planning session. Councillor Pulsifer chaired the sourcewater advisory committee in the Mayor's absence- memorandum of understanding with province, bylaw officer for enforcement at McGee Lake, and approval of the annual sampling plan.

Report available

(6) Councillor Craig Gerrard

Councillor Gerrard presented his report on his activities over the past month. Highlights included the NS Association of Police Governance in Truro, and the Police Commission meeting.

Report available

(c) Mayor Sandra Snow (regrets)

Deputy Mayor Savage presented the Mayor's report, with highlights that included a Mayor's meeting, the KBC strategic planning session, Engage Nova Scotia quality of life initiative, Kentville Fire Department Area Rate Payers meeting, and a meeting with the county of kings.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Councillor Eric Bolland and seconded by Councillor Lynn Pulsifer

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

MOTION CARRIED

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

6. CORRESPONDENCE

(a) Mayor's Response to the Town of Shelburne

CAO Phillips read the letter from Mayor Snow regarding a proposal to the Province supporting revenue sharing of provincial HST among municipal units. The Town of Kentville supports revisiting the provincial Towns Task Force "A Path to Municipal Viability" (June 2012).

Letter available

(b) Mayor's Response to the Kentville Business Community

CAO Phillips read the letter from Mayor Snow regarding an electrical upgrade to the Centre Square gazebo.

Letter available

(c) Support for the Valley Regional Enterprise Network – Annapolis Valley Chamber of Commerce – March 14, 2019.

CAO Phillips read the letter from the Annapolis Valley Chamber of Commerce which supports the work of the Valley Regional Enterprise Network, to which the Town of Kentville is a partner.

Letter available

7. NEW BUSINESS

(a) Recommendation from Police Commission – Reduction of Commission Size

Councillor Gerrard read the memo regarding a review of the Kentville Police Commission. It was recommended that the commission should be reduced from 7 to 5 members. There are currently 3 council members, 3 citizens, and 1 representative from the provincial department of justice. The Commission recommends 2 councillors, 2 citizens and a provincial representative.

Memo available

RECOMMENDATION TO COUNCIL

It was moved by Councillor Craig Gerrard and seconded by Councillor Cathy Maxwell

That council approve the recommendation from the Kentville Police Commission to reduce the size of the commission from seven (7) to five (5) members.

MOTION CARRIED

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

- Discussion
 - CAO highlighted the options for moving forward: a motion to remove a member, an election of members, have not spoken with Councillor Andrew for his position.

Councillor Maxwell made a recommendation that council vote for two members of council who will sit on this commission.

MOTION CARRIED

Council cast ballots and CAO Phillips and Solicitor Muttart reviewed the ballots. The result was that Councillors Maxwell and Gerrard would sit on this commission.

Council made a motion to destroy the ballots for this vote on council members to sit on the Kentville Police Commission.

MOTION CARRIED

(b) Recommendation from Police Commission – Purchase of New Vehicle

Councillor Gerrard read the memo on behalf of the police Commission regarding the purchase of a new vehicle. The lowest purchase price of \$52,000 was from a local business.

Memo available

RECOMMENDATION TO COUNCIL

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

That council approve the funding of a new Dodge Durango from Kentville Chrysler as quoted at a cost of \$52,000 in the 2019-2020 Capital Budget allocation to be ordered prior to April 12, 2019.

MOTION CARRIED

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

8. PUBLIC COMMENTS

No public comments.

9. IN CAMERA

RECOMMENDATION TO COUNCIL

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

That council move into a closed session at 7:55 pm to discuss: (a) Land

MOTION CARRIED

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

It was moved by Councillor Craig Gerrard and seconded by Councillor Lynn Pulsifer

That Council return to open session at 8:09 pm

MOTION CARRIED

10. ADJOURNMENT

That the March 25th 2019 meeting of Council be adjourned at 8:10 p.m.

MOTION CARRIED

Adjourned at 8:10 p.m.