

KENTVILLE TOWN COUNCIL

MINUTES

April 30th, 2018

PRESENT

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

CALL TO ORDER AND ROLL CALL

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

Also in attendance was Director Bev Gentleman.

APPROVAL OF THE AGENDA

It was moved by Councillor Eric Bolland and seconded by Councillor John Andrew

that the agenda of April 30th, 2018 be approved with the addition of:

- i. **6.a.3 UNSM Top 5 Priorities**
- ii. **7.c Bryan Gibson**
- iii. **8.a County of Kings – Arrears**

MOTION CARRIED

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

PRESENTATIONS

(a) Valley Regional Enterprise Network – Coby Milne

Coby Milne reported on the attached VREN update. As Coby has stepped down as Interim CEO this was his last report to Council. The new CEO Deborah Dennis, was introduced and she presented some thoughts on how she would like to go forward at this time.

Presentation Attached

APPROVAL OF THE MINUTES

(a) Kentville Town Council Minutes – March 26th, 2018

It was moved by Councillor John Andrew and seconded by Councillor Cathy Maxwell

that the Council Minutes of March 26th, 2018 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) Development Agreement, Allen's Motel Property
a. Minutes of Public Hearing April 30th, 2018**

It was moved by Councillor Eric Bolland and seconded by Councillor Cathy Maxwell

that the Public Hearing minutes of April 30th, 2018 be approved

MOTION CARRIED

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

b. 2nd Reading of Development Agreement

Director Beverley Gentleman stated that on March 12th, 2018, Council Advisory Committee considered an application to enter into a Development Agreement with Allen's Motel Limited to permit the conversion of the twelve unit motel into a six unit apartment building at 384 Park Street, Kentville.

- First reading was held at the March 26th, 2018 Council Meeting;
- A Public Hearing was held earlier this evening at 6:00 p.m. April 30th, 2018;
- At this Public Meeting there were no comments against the proposal.

Therefore it was moved by Councillor Cate Savage and seconded by Councillor John Andrew

**RECOMMENDATION
TO COUNCIL**

that Council give Second Reading and enter into the attached Development Agreement with the Allen's Motel Limited to permit the conversion of the twelve (12) unit Motel into a six (6) unit apartment building at 384 Park Street, Kentville

MOTION CARRIED

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

**(b) Valley Waste Resource Management Three Month
Operating Budget**

CAO Mark Phillips presented this report and noted that:

- Valley Waste operates under an inter-municipal agreement between the municipal units in the Annapolis Valley;
- Each year the operating budget is reviewed by the board of Valley Waste and is forwarded to each participating municipal unit for approval;
- This year the Board had struggled to approval a full budget due to staff change over, contract review, governance differences and general disapproval of cost increases proposed for the fiscal year;
- A three (3) month budget was developed to enable operations to continue from day-to-day.

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

**RECOMMENDATION
TO COUNCIL**

that Council recommend the adoption of the attached three (3) month budget as approved by the board of Valley Waste

MOTION CARRIED

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

Report attached

(c) Subdivision of Robinson Building Property

CAO Phillips read this attached report and noted that:

- Staff indicated that the parcel of the Robinson Building property needed to be slightly altered and a portion of the property along Church Street should be retained to accommodate a sidewalk;
- A portion along the south of the parcel should be retained to facilitate a smoother traffic right-of-way.

Therefore, it was moved by Councillor Cate Savage and seconded by Craig Gerrard

**RECOMMENDATION
TO COUNCIL**

that Council recommends the subdivision of the Robinson property to accommodate pedestrian and traffic flow around this property in the future

MOTION CARRIED

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

At this time, Solicitor Muttart stated that there is an existing easement attached to the Robinson Property which should be released by the Town.

Therefore, it was moved by Councillor Cate Savage and seconded by Councillor Craig Gerrard

**RECOMMENDATION
TO COUNCIL**

**that the Town of Kentville approve the release of the
right of way**

MOTION CARRIED

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

**RECOMMENDATIONS
AND REPORTS**

**(a) Council Advisory Committee – Councillor Cathy Maxwell
(1) Webster Street Beautification and Traffic Calming
Project**

Councillor Cathy Maxwell reported that at the April 09th, 2018 meeting of Council Advisory Committee, Director Rachel Bedingfield requested:

- *that Council approve Option One (1) of the Webster Street Beautification and Traffic Calming Project in principle, as presented in the WSP report, to be completed in 2018-19*

And Further

- *that this approval include a two-year trial period, to be evaluated at the end of year two;*

And Further

- *that staff work to address the concerns presented by the business/service community and that funds be allocated to help with this work*

As a result of this discussion and previous discussions of Council Advisory Committee, the following recommendation represented current points of views.

Therefore, it was moved by Councillor Cate Savage and seconded by Councillor John Andrew

**RECOMMENDATION TO
COUNCIL**

**that Council *not* accept the motion recommended
from the Department of Recreation**

MOTION CARRIED

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

*Councillor who voted against this motion:
Maxwell*

(2) Withdrawal from Town Capital Reserve – Draw#3

Councillor Cathy Maxwell reported that at the April 09th, 2018 meeting of Council Advisory Committee, Director Debra Crowell

stated that the 2017/2018 capital budget provides for partial funding of capital acquisitions from the Town's Capital Reserve Fund. Several late-arriving invoices related to capital acquisitions require funding from the Town's capital reserve. Also included in the request are an addition and overruns.

Therefore, it was moved by Councillor Cathy Maxwell and seconded by Councillor John Andrew

RECOMMENDATION TO COUNCIL

that the resolution be approved for a withdrawal of \$27,054.92 from the following reserves:

- **The Town of Kentville Capital Reserve- General Allocation - \$24,848.45**
- **The Town of Kentville Capital Reserve- Recreation General Allocation - \$2,204.47**

MOTION CARRIED

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

(3) UNSM 2018 Priorities

Mayor Sandra Snow presented the list of the Top Five (5) Town of Kentville 2018 Priorities to be forwarded to the UNSM.

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

RECOMMENDATION TO COUNCIL

that the selected Town of Kentville Top Five (5) 2018 Priorities be sent to UNSM

MOTION CARRIED

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

All reports attached

(b) Councillors Report:

1. Councillor Andrew

Some of the highlights from Councillor John Andrew's report were:

- The meeting for the Joint Fire Service had been cancelled, so it was decided to reschedule for budget presentation.
- A Kings Transit Authority General Manager has still not been but in place as of yet and the budget process is ongoing.

2. Councillor Savage

Some of the highlights from Councillor Cate Savage's report were:

- Attend the IAC Meeting on April 18th and a review of the Portfolio took place.
- The opening of the Hardware Gallery took place on March 29th.
- Attended the April 14th, Women Active Trendsetter Awards, at which Maggie MacDonald was a guest speaker.

3. Councillor Bolland

Some of the highlights from Councillor Eric Bolland's report were:

- The Valley Waste Resource Management board reviewed and amended a three month budget, as overseen by the CAO group.
- Attended the April 24th opening of the renewed athletic Centre at Camp Aldershot.

4. Councillor Maxwell

Some of the highlights from Councillor Cathy Maxwell's report were:

- Attended the first of several budget meetings on April 26th.
- On March 29th, attended the 100 Annapolis Valley 100 Women Who Care meeting.

5. Deputy Mayor Pulsifer

Some of the highlights from Deputy Mayor Lynn Pulsifer's report were:

- At the March 22nd meeting of Kings Point to Point, an unconditional grant of \$3,800 was received from Municipal Affairs in support of community transit.
- Attended the Source Water Protection Advisory Committee on April 3rd. At this meeting a presentation was made from Park Street Gold Course.

6. Councillor Gerrard

Some of the highlights from Councillor Craig Gerrard's report were:

- Attended on April 18th and April 25th, budget meetings for Valley Waste Resource Management.
- The meeting for the Multicultural Festival was held on April 19th.

(c) Mayors Report:

Mayor Sandra Snow's reported to Council and some of the highlights from her report were:

- Attended the Valley Waste budget discussion on March 29th.
- On April 3rd, outstanding issues and a review of a request

to re-start the former Glengarry Gold Course was discussed at the Source Water Protection Advisory Committee.

- On March 29th, a soft opening was held at the Hardware Gallery.

Expenses for the Fiscal Year of 2017/2018 in the conduct of my duties as the Mayor of Kentville were:

1. Telephone expenses: \$196.32
2. Travel and meal expense: \$9,168.13 of which \$1,658.90 was offset with Visa points.
3. In the conduct of my duties \$7,705.55 of a \$12,000.00 budget was spent.

Gifts for the Fiscal Year of 2017/2018 received in the conduct of my duties as the Mayor of Kentville have been documented and noted in the attached table.

- All gifts are in keeping with the stipulations set out in Policy G-16 Code of Conduct, paragraph 4.10 and the exceptions as per paragraph 4.10.4.
- No single gift meets the \$250.00 threshold established at paragraph 4.10.6. Therefore, no disclosure statements will be prepared.
- During the Fiscal Year of 2017/2018, I have accepted \$2,861.38 in gifts, in the conduct of my duties.

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

RECOMMENDATION TO COUNCIL

that 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*

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

CORRESPONDENCE

(a) Lung Association of NS – Support for Cannabis Restriction

CAO Mark Phillips read the letter received from the Lung Association of NS and Smoke Free NS., which indicated a concern with the upcoming legalization of cannabis.

(b) Mayor Peter Muttart – Valley Regional Waste Resolution

CAO Phillips read the letter received from Mayor Peter Muttart who was instructed by resolution of Council to cancel the Municipality of Kings Notice of Intention to Withdraw (to the extent that it may have been given) from the IMSA for Valley Regional Solid Waste-Resource Management Authority.

(c) Bryan Gibson – Appreciation

CAO Phillips read the letter received from Coach Bryan Gibson thanking Council for the donation to help John Rhodenzieer attend the Canadian Boxing Nationals in Edmonton, AB in March 2018.

All correspondence is attached

NEW BUSINESS

(a) County of Kings – Arrears

Councillor Craig Gerrard expressed his concern regarding the arrears outstanding by the County of Kings.

Points from Discussion:

- The Town of Kentville could utilize the amount owing;
- It is the right of Kentville taxpayers to be aware that essentially their tax dollars are subsidising County residents for sewer;
- G-48 Sewer Collection Policy – The Town has a policy in place;
- Keep a running tab on the arrears owing and place on the Dash Board Action Item's list;
- Town appears to be dealing with one entity different from another;
- We do need to move forward and resolve the outstanding issues and come to a conclusion.

At this time CAO Phillips note that:

- The Sanitary Sewer and Water Utility have dated agreements in place with the County, with the recreation there is a recognized process in place and their property taxes are paid;
- The Sanitary Sewer issue with the County is regarding the rate;
- With the Water Commission it is an issue around the number of hydrants and classification of hydrants;
- Mayors and CAO continue to meet to discuss this situation.

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

**RECOMMENDATION TO
COUNCIL**

**that the CAO provide monthly reports on the progress of
the overdue accounts including the outstanding amount**

MOTION CARRIED

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

PUBLIC COMMENTS

(a) Father John Roddam - Kentville

Thanked Council for their continuing work and spoke on having spiritual leaders work alongside our community leaders and councils in local government.

It was moved by Councillor John Andrew and seconded by Councillor Eric Bolland

**that Council move into a closed session at 9:00 p.m. to
discuss – Land –Offer of Sale**

MOTION CARRIED

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

*Only Council, CAO and Solicitor Muttart remained in Chambers at
this time.*

IN CAMERA

(a) Land – Offer of Sale former KCA Land

It was moved by Councillor Cate Savage and seconded by Councillor Cathy Maxwell

that Council return to open session at 9:45 p.m.

MOTION CARRIED

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

(a) Land – Former KCA Land

Therefore, it was moved by Councillor Cate Savage and seconded by Councillor Eric Bolland

**that Council provide the CAO with direction to proceed
with the sale of land to Enqor as discussed in the Closed
Session**

**RECOMMENDATION TO
COUNCIL**

MOTION CARRIED

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

ADJOURNMENT

As there was no further business to discuss, it was moved by Councillor Cate Savage and seconded by Councillor Cathy Maxwell

that the Council meeting adjourn

MOTION CARRIED
Adjourned at 9:50 p.m.

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

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