

TOWN OF KENTVILLE

COUNCIL ADVISORY COMMITTEE

November 13th, 2018

PRESENT

Mayor Sandra Snow, Deputy Mayor Cate Savage, Councillor John Andrew, Councillor Eric Bolland, Councillor Craig Gerrard, Councillor Cathy Maxwell, Councillor Lynn Pulsifer, Solicitor Geoff Muttart, Chief Administrative Officer (CAO) Mark Phillips, Solicitor Geoff Muttart and Recording Secretary Jennifer West.

Also present: Recreation Director Rachel Bedingfield, Police Chief Julia Cecchetto, Finance Director Debra Crowell, Planning Director Beverly Gentleman and Community and Economic Development Coordinator Lindsay Young.

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 6:00 p.m., and CAO Phillips reported that all members of Council were present, in addition to all department heads.

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.

DECLARATIONS OF CONFLICT OF INTEREST

Councillor Lynn Pulsifer *8.f. Kentville Historical Society Draft Lease Agreement.*

Councillor John Andrew *5.b.3 Site Specific Amendment to Municipal Planning Strategy / Land Use Bylaw*

Deputy Mayor Cate Savage *6.a. Landmark East Request for Funding Application.*

2. APPROVAL OF THE AGENDA

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

that the agenda of November 13th, 2018 be amended with the following changes:

- **Addition of 8h. Mayor Snow application to serve on the Property Valuation Services Corporation board of Directors**
- **Reorder of item 8.f. Kentville Historical Society Draft Lease Agreement to 8.c. Kentville Historical Society Draft Lease Agreement. Subsequent reordering of following agenda items**

MOTION CARRIED

Councillors who voted in favour of this motion:

Andrew, Bolland, Gerrard, Maxwell, Pulsifer and Savage

3. APPROVAL OF THE MINUTES

(a) Council Advisory Committee meeting minutes of October 9th, 2018

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

that the Minutes of October 9th, 2018 be approved as circulated

MOTION CARRIED

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

4. PRESENTATIONS

(a) Uncommon Common Art – Genevieve Allen-Hearn

Genevieve Allen-Hearn, a board member for Uncommon Common Art (UCA), gave a presentation about the 2018 UCA season, and made a request of \$5000 for the 2019 season.

- Points of Discussion:
 - Most expenses are artist fees for workshops, facilitators for schools, and publication of programs
 - Councillors see the value of art in the community for tourism and residents
 - UCA is a valuable group offering a very unique community service

*See presentation for more information
Discussion and action in the New Business section of this meeting*

(b) Kings Regional Emergency Management Organization – Dan Stovel

Dan Stovel, Regional Management Coordinator with the Kings Regional Emergency Management Organization, gave a presentation about a regional emergency management plan. He requested that council approve a regional emergency management plan which will result in greater capacity for emergency support.

*See presentation for more information
Discussion and action in the New Business section of this meeting*

5. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

(1) Director's Report

Director Crowell presented her report for the period ending October 31st, 2018.

- Points of Discussion:
 - Valley Waste does not pay tax to the Town of Kentville because it is owned by the municipalities (tax exempt)

See report for more information

(2) Projection Report

Director Crowell also presented the second projection report for the period ending October 31st, 2018. Currently, the Town is in a surplus position of \$24,400.

See report for more information

(b) Planning and Development

(1) Director's Report

Director Gentleman presented her report for October 2018.

- Points of Discussion:
 - Option to divide properties into two zones
 - Process of rezoning
 - Market demands for properties in Kentville
 - Timeline for development agreement process
 - Advisory committee

See report for more information

(2) Community Economic Development Coordinator's Report

CEDC Lindsay Young presented her report for October 2018.

See report for more information

At 7:17 p.m., Councillor John Andrew left his Council Chair due to a conflict of interest.

(3) Amendment to the Municipal Planning Strategy and Land Use Bylaw

Director Gentleman presented her report outlining suggestions for the property at 118 Oakdene Avenue.

- Points of Discussion:
 - Current vs. proposed (draft) MPS and LUB
 - Conditions for development agreement
 - Grouped dwelling is broadly defined in the new LUB
 - This is an opportunity to provide a challenging property with an opportunity for development.
 - Transparency to council and the public, and an expedient way to respond to the developer and remedy the error.
 - The land could be developed, in several ways, using the current MPS and LUB language.

See report for more information

COUNCIL ADVISORY COMMITTEE RECOMMENDS TO COUNCIL:

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

That a public participation meeting be held on December 5th, 2018 at 6:00pm on the site-specific amendments of the MPS and LUB, at 118 Oakdene Avenue (PIDs 55258701, 55349039 and 55349047).

MOTION DEFEATED

Councillors who voted in favour of this motion:

Bolland and Savage

Councillors who against this motion:

Maxwell, Pulsifer and Gerrard

At 8:18 p.m., Councillor John Andrew returned to his Council Chair.

(c) Parks, Recreation and Community Development

(1) Director's Report

Director Bedingfield presented her report for October 2018.

See report for more information

(d) Police Report

(1) Chief's Report

Police Chief Cecchetto presented her report for October 2018.

See report for more information

(e) Engineering and Public Works

(1) Director's Report

CAO Phillips presented his report for October 2018.

- Points of Discussion:
 - Recruitment for the Director of Public Works is proceeding
 - There are no accurate figures on the water utility expansion at this time.

See report for more information

(f) Administration

(1) Communication Report

CAO Phillips presented his report for October 2018.

- Points of Discussion:
 - Status of the website upgrade project

See report for more information

(2) Chief Administrative Officer's Report

CAO Phillips presented his report for October 2018.

See report for more information

COUNCIL ADVISORY COMMITTEE RECOMMENDS TO COUNCIL

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

that the reports from the directors be received

MOTION CARRIED

Councillors who voted in favour of this motion:

Andrew, Bolland, Gerrard, Maxwell, Pulsifer and Savage

6. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS

At 8:50 pm, Deputy Mayor Cate Savage left her Council Chair due to a conflict of interest.

(a) Landmark East Request

CAO Phillips presented the request from Landmark East for \$25,000 to support their capital campaign.

See report for more information

COUNCIL ADVISORY COMMITTEE RECOMMENDS TO COUNCIL

It was moved by Councillor Bolland and seconded by Councillor Andrew

that the request for \$25,000 by Landmark East be considered during deliberations for the 2019-2020 budget.

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Bolland, Gerrard, Maxwell, Pulsifer and Savage
Action: Grant request sent to Director of Finance

At 8:52 pm, Deputy Mayor Cate Savage returned to her Council Chair.

(b) Capital Projects Update

CAO Phillips presented the capital projects update for October 2018.

See report for more information

7. CORRESPONDENCE

(a) Kings Transit Authority – Glen Bannon – Notice of Fare Adjustment – October 29, 2018

CAO Phillips read the letter from Kings Transit describing the changes to some fares in the regional bus system.

See letter for more information

8. NEW BUSINESS

(a) Draft Kings Regional Emergency Management Plan

CAO Phillips presented the staff report describing the Kings County Regional Emergency Management Organization request to support a regional emergency management plan.

See report for more information

COUNCIL ADVISORY COMMITTEE RECOMMENDS TO COUNCIL

It was moved by Councillor Andrew and seconded by Councillor Pulsifer

that council adopt the Kings County Regional Emergency Management Organization September 2018 Regional Emergency Management Plan.

MOTION CARRIED

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

(b) Uncommon Common Art request for support

CAO Mark Phillips gave a summary of the presentation and the request by Uncommon Common Art.

See report for more information

COUNCIL ADVISORY COMMITTEE RECOMMENDS TO COUNCIL

It was moved by Councillor Craig Gerrard and Seconded by Councillor John Andrew

that the request by Uncommon Common Art for \$5000 be considered during the 2019-2020 budget deliberation

MOTION DEFEATED

Councillor who voted in favor of this motion: Gerrard

Councillors who voted against this motion: Andrew, Bolland, Maxwell, Pulsifer and Savage

Points of Discussion:

- Community exposure, economic development and tourism
- Policies vs. political flexibility
- Consistency vs. predictability for organizations
- Limited resources and existing support for the arts community

COUNCIL ADVISORY COMMITTEE RECOMMENDS TO COUNCIL

It was moved by Councillor Cathy Maxwell and seconded by Councillor Lynn Pulsifer

that council support the request for \$5,000 from Uncommon Common Art from the 2019-2020 budget

MOTION CARRIED

Councillors who voted against this motion:

Andrew and Gerrard

Councillors who voted in favour of this motion:

Bolland, Maxwell, Pulsifer, Savage

Points of Discussion:

- Option to commit resources in the 2019-2020 budget to support this request
- Grants each month vs. grants during budget deliberations
- Precedent setting
- Motion also goes against policy in the amount.

At 9:22 pm, Councillor Pulsifer left her Council Chair due to a conflict of interest.

(c) Kentville Historical Society Lease Agreement

CEDC Lindsay Young presented the Kentville Historical Society draft lease agreement.

● Points for Discussion:

- Prior to council approval, page numbering in the schedules will be corrected, a highlighted area will be revised and the property description will be completed.

See report for more information

COUNCIL ADVISORY COMMITTEE RECOMMENDS TO COUNCIL

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

that the draft lease agreement for the Kentville Historical Society be approved.

MOTION CARRIED

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

At 9:28 pm, Councillor Pulsifer returned to her Council Chair.

(d) Council Committee Appointments

CAO Phillips presented the staff report for council to review and renew council appointments for the 2018-2019 year (November to November).

See report for more information

COUNCIL ADVISORY COMMITTEE RECOMMENDS TO COUNCIL

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

that council appointments as shown in the meeting documents be approved, with Councillor Maxwell sitting on the Kings County Academy advisory group.

And further

that council reappoint committee chairs as shown on the 2018-2019 appointments list.

MOTION CARRIED

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

(e) Committee Remuneration

CAO Phillips reviewed the report which describes incoming Federal legislation which will remove the existing 1/3 tax exemption for municipal elected officials in Canada. As a result, Kentville elected officials will see a drop in their remuneration.

- Points of Discussion:
 - Council defends the time and energy required to do their job effectively and supports option 1.

See report for more information

COUNCIL ADVISORY COMMITTEE RECOMMENDS TO COUNCIL

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

that council fully compensate the salary increase, commensurate with the Nova Scotia Federation of Municipalities and Federation of Canadian Municipalities recommended compensation model, in response to the elimination of the 1/3 tax exemption

And further

amend Policy Statement G5 “Council Remuneration and Benefits”

MOTION CARRIED

Councillors who voted in favour of this motion: Andrew, Bolland, Gerrard, Maxwell, Pulsifer and Savage
Action: Sent to Director of Finance

(f) Policy Statement G57, Committees of Council

Mayor Snow presented the report on council remuneration for a policy amendment to better reflect best practices and current activities.

See report for more information

COUNCIL ADVISORY COMMITTEE RECOMMENDS TO COUNCIL

It was moved by Deputy Mayor Cate Savage and seconded by Councillors Craig Gerrard and Lynn Pulsifer

that council approve revised Policy Statement G57 “Committees of Council”

MOTION CARRIED

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

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

that council repeal Policy Statement 1B “Kentville Water Commission Board Members”

MOTION CARRIED

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

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

that council repeal Policy Statement G6 “Non-Council Honourariums”

MOTION CARRIED

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

(g) Bylaw Enforcement Workshop Update

CAO Phillips presented the staff report on enforcement of bylaws.

See report for more information

(h) Mayor Snow application for Property Valuation Services Corporation Board of Directors

Mayor Snow requested support by council to join the board of Property Valuation Services Corp.

- Points of Discussion:
 - Efficient and innovative ways to support the province
 - Good to have first hand information about this organization and processes moving forward
 - Council gave support for this position to Mayor Snow

See memo for more information

9. PUBLIC COMMENTS

(a) Mr. John Apfeld – Kentville

- Disappointment in council for not approving the site specific amendment to the Municipal Planning Strategy.
- There are no opportunities for appeal for this amendment.
- The application process was a significant cost to Open Arms. Council should be advised to maintain all records on this matter.

(b) Ms. Irene Calkin – Kentville

- Very interested in the planning advisory committee.
 - Worked for county of kings and set up the planning office for the county.
 - Gave notice that she plans to make an application to the Department of Municipal Affairs reporting conflicts of interest for several members of council.
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10. IN-CAMERA

None

11. ADJOURNMENT

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

that Council Advisory Committee adjourn

MOTION CARRIED
Adjourned at 10:02 p.m.

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