

# KENTVILLE TOWN COUNCIL

## MINUTES

**May 30<sup>th</sup>, 2016**

**PRESENT**

Mayor David Corkum, Councilor Bernie Cooper, Councilor Bill Boyd, Councilor Tony Bentley, Councilor Nola Folker-Hill, Deputy Mayor Mark Pearl, CAO Mark Phillips, and Solicitor Geoff Muttart.

**CALL TO ORDER AND ROLL CALL**

Mayor David Corkum called the meeting to order at 7:00 p.m., and CAO Phillips reported that regrets were received from Councilor Eric Bolland and that all other Council members were in attendance along with the Town Solicitor, Recording Secretary Patricia Gourley and himself as CAO. Clerk Harmes is away at this time.

Also in attendance this evening was Finance Director Debra Crowell.

**APPROVAL OF THE AGENDA**

Therefore, it was moved by Councilor Bill Boyd and seconded by Councilor Tony Bentley

**that the agenda be approved as circulated**

**MOTION CARRIED**

**PRESENTATIONS**

**a) NKEC Titans Provincial Champions**

The NSSAF 2016 Provincial Boys Division 2 Hockey Champions were in the audience tonight as all players, managers and coaches from this hockey team were presented with congratulatory certificates by Mayor Corkum.

It was noted by one of the coaches, that this was the second year in a row, that these gentlemen had won the Provincial Champions in their division.

*At this time Mayor Corkum requested that Council reopen the agenda.*

Therefore, it was moved by Councilor Nola Folker-Hill and seconded by Councilor Bernie Cooper

**that the agenda be reopened to allow for the following addition:**

**8 (f) Bridge Update**

**MOTION CARRIED**

**APPROVAL OF THE  
MINUTES**

**a) Kentville Town Council-April 25<sup>th</sup>, 2016**

It was moved by Councilor Tony Bentley and seconded by Deputy Mayor Mark Pearl

**that the Council Minutes of April 25<sup>th</sup>, 2016 be approved**

**MOTION CARRIED**

**b) Public Hearing RE:MPS/LUB Amendments-April 14<sup>th</sup>, 2016**

It was moved by Councilor Nola Folker-Hill and seconded by Councilor Bill Boyd

**that the Public Hearing RE: MPS/LUB Amendments-April 14<sup>th</sup>, 2016 Minutes be approved**

**MOTION CARRIED**

**c) Kentville Special Town Council April 20<sup>th</sup>, 2016**

It was moved by Councilor Bernie Cooper and seconded by Councilor Tony Bentley

**that the Special Council Minutes of April 20<sup>th</sup>, 2016 be approved**

**MOTION CARRIED**

**BUSINESS ARISING  
FROM THE  
MINUTES/UNFINISHED  
BUSINESS**

**a) Citizen Budget Update – Live April 25,2016**  
<http://citizenbudget.com>

CAO Mark Phillips noted that the response to the survey was statically insignificant. The results were not representative of the total population (over 6,000) due to the fact that of the 130 people who visited the site only 20-30 people completed the survey.

Therefore, it was moved by Councilor Nola Folker-Hill and seconded by Councilor Bernie Cooper

**that this report be received**

**MOTION CARRIED**

**RECOMMENDATIONS  
AND REPORTS**

**(a) Council Advisory Committee**

**1. Polling Division For The 2016 Municipal  
Elections**

Deputy Mayor Mark Pearl reported that at the May 09<sup>th</sup>, 2016 meeting of Council Advisory Committee, CAO Phillips noted that he had received a report from the Returning Officer, Al Kingsbury stating that the polling divisions were as follows:

- Ordinary Polls:
  1. North East
  2. North
  3. North West
  4. East
  5. Chester Avenue
  6. School Street
  7. Palmeto-Glenwood
  8. McDougall Heights-West
- Mobile Polls:
  9. Evergreen Home for Special Care, 655 Park Street
  10. Wedgewood House, 19 Leverett Avenue
  11. Kings Riverside Court, 125 Webster Street
  12. Orchard Hall (Shannex), 155 River Street

Election Day voting will be at the Kentville Fire Hall.

Therefore, it was moved by Councilor Bill Boyd and seconded by Councilor Tony Bentley

**that the report from Returning Officer Al  
Kingsbury be sent to Council for approval of the  
Polling Divisions for the 2016 Municipal Election**

**MOTION CARRIED**

**2. Electronic Voting Proposal**

Deputy Mayor Mark Pearl reported that at the May 09<sup>th</sup>, 2016 meeting of Council Advisory Committee, CAO Phillips referenced his report from April CAC 2016, stating that it

was the desire of the current Council to use electronic voting to compliment paper ballots for the upcoming October 2016 election.

The amount of \$35,000 has been allocated in the 2016/2017 Operating Budget for the municipal election. The actual election costs for 2012 was \$32,696.18 and the 2016 forecasted elections costs are \$32,202.

Therefore, it was moved by Councilor Nola Folker-Hill and seconded by Councilor Bernie Cooper

**that the Town of Kentville engages Intelivote Systems Inc. to provide alternative voting Services starting at the advanced poll of October 6, 2016 up to and including Election Day on October 15, 2016**

**MOTION CARRIED**

### **3. Lions Club Request For Funding**

Deputy Mayor Mark Pearl reported that at the May 09<sup>th</sup>, 2016 meeting of Council Advisory Committee, CAO Phillips noted the Kentville Lions Club had made an informal request for \$14,600 to enable them to replace the floor in the building located on River Street.

Therefore, it was moved by Councilor Bill Boyd and seconded by Councilor Bernie Cooper

**that Town Council forward the request for \$14,600 in funding to the budget deliberations, pending a formal grant application from the Lions Club**

**MOTION CARRIED**

### **4. Recommendation of Public Street Status for Rockwell Drive**

Deputy Mayor Mark Pearl reported that at the May 09<sup>th</sup>, 2016 meeting of Council Advisory Committee, Director Whynot noted that the Industrial Park has had different owners since first established. The Province of NS used to own and maintain the water system, including the reservoir before the assets were turned over to the Kentville Water

Commission. On September 4, 1991 a plan of survey was approved creating two lots (Lot "1B-A and Lot "T-1") and three parcels (Parcel "C.D.E.-1", Parcel "P.D.-1" and Parcel "R.D.-1").

Lot "T-1" is currently the lot owned by the Town of Kentville and is occupied by the Industrial Park Reservoir and related structure. Parcel "R.D.-1" is Rockwell Drive. Unfortunately, during a recent survey of the Industrial Park an official deed transferring Parcel "R.D.-1" (Rockwell Drive) to the Town of Kentville was never recorded. A search for the official document was unsuccessful.

Therefore, it was moved by Councilor Nola Folker-Hill and seconded by Councilor Tony Bentley

**that CAC recommend to Council that a legal description of Parcel "R.D.-1" be prepared and to accompany a Quitclaim Deed to officially transfer Rockwell Drive to the Town of Kentville and that Rockwell Drive be upgraded as required by future developments so that it be listed as a public street upon acquisition**

**MOTION CARRIED**

**5. Proposed Property Assessed Clean Energy Program (PACE)**

Deputy Mark Pearl reported that at the May 09<sup>th</sup>, 2016 meeting of Council Advisory Committee, Director Gentlemen presented a proposed written PACE Program Bylaw, Chapter #97, and policy to Council. This Bylaw will provide the Town of Kentville with the legal authority to enable the PACE Program financing.

Therefore, it was moved by Councilor Bill Boyd and seconded by Councilor Bernie Cooper

**that Town Council adopt the Chapter #97 Property Assessed Clean Energy Program Bylaw.**

**MOTION CARRIED**

**6. Fort McMurray Fires**

Deputy Mayor Mark Pearl reported that at the May 09<sup>th</sup>, 2016 meeting of Council Advisory Committee, Councilor Eric Bolland requested that Council made a donation to the Red Cross in support of the citizens displaced by the wildfires in Fort McMurray.

Therefore, it was moved by Councilor Bill Boyd and seconded by Councilor Bernie Cooper

**that Town Council make a donation of \$500.00 to the Red Cross in support of Fort McMurray**

**MOTION CARRIED**

**(b) (i) Fire**

CAO Phillips noted the following from the Kentville Fire Department report:

*March 2016:*

- Kentville fire alarm total was 9 with 1104 KM used.
- County fire alarm total was 22 with 2882 KM used.
- Mutual aid alarm total was 1 with 120 KM used.

Therefore, it was moved by Councilor Bill Boyd and seconded by Councilor Bernie Cooper

**that the report from the Fire Service be received**

**MOTION CARRIED**

**(ii) Joint Fire Services Report**

Councilor Bill Boyd reported that the next JFSC meeting will be held in July 2016 and that the County of Kings, Town of Kentville and the Fire Service have signed a ten (10) year service agreement which includes the years of 2015-2025.

Therefore, it was moved by Councilor Bill Boyd and seconded by Councilor Bernie Cooper

**that the report on the Joint Fire Services be received**

**MOTION CARRIED**

**(c ) Valley Waste Resources Management –  
Representative’s Report**

Deputy Mayor Mark Pearl noted some highlights from his attached report:

- RRFB Budget has been approved by all partners.
- \$640,000 is the operating surplus which should be refunded to the partners in mid- to late June.
- A new Mercury Collection Program will be located at Kent Building Supplies in New Minas.

Therefore, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Bill Boyd

**that the report from VWRM be received**

**MOTION CARRIED**

**(d) Kings Transit Authority**

Deputy Mayor Pearl noted some highlights from his attached report.

- Kings Transit Ridership for the month of April is up by 1.89% over the same period in the previous year.
- Kings Transit is hoping to add Wi-Fi to all buses later in the year.
- 2016 Public Transit Infrastructure Fund (PTIF) for Nova Scotia will be \$32,200,000. The funding allocation is to be distributed so that each recognized transit system receives a minimum base amount of \$50,000 with the remainder of the funds to be distributed based on overall ridership of each transit system.

Therefore, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Tony Bentley

**that the report from Kings Transit Authority be received**

**MOTION CARRIED**

**( e ) Councilor's Report**

Councilor Bill Boyd:

- Attended all meetings as required
- Apple Blossom Festival

Councilor Bernie Cooper:

- Attended all meetings as required
- Kinsmen pancake breakfast

Deputy Mayor Mark Pearl:

- Attended all meetings as required
- Planning Conference in Halifax

Councilor Nola Folker-Hill:

- Attended all meetings as required
- Kings Point to Point meetings
- UNSM Spring Conference
- Apple Blossom Festival
- Ottawa CAPG Lobby Days

Councilor Tony Bentley:

- Attended a meeting of Friends of the Library
- Grand Opening of the Ford Dealership expansion
- Thank you to Public Works for the great clean up job after the Apple Blossom parade

**( f ) Mayors Report:**

Attended the following meetings:

- May 10 - Budget
- May 11 – KDCL
- May 13 – CBC Interview
- May 18 – Salvation Army
- May 18 – Market Opening
- May 19 – Valley Volkswagen Anniversary
- May 19 – Kinsman Meeting
- May 24 – Valley Ford Expansion
- May 25 – Hospital Aux. Port Williams
- May 25 – KCA Video with Principal
- May 25 – Kingstec Principal Clarke
- May 26 – Hospital Aux. Port Williams (Again)
- May 26 – Police Commission
- May 25 – Apple Blossom Opening Ceremonies
- May 26 – Princess Tea Kingston
- May 27 – Kinsmen Pancake Breakfast
- May 27 - Apple Blossom Coronation
- May 27 - Apple Blossom Fireworks



- May 28 – Apple Blossom Children’s and Main Parade
- May 28 – Apple Blossom Street Dance

## CORRESPONDENCE

### a) Annapolis Valley Chamber of Commerce Letter

CAO Mark Phillips read a letter received from Paul DesBarres, President of the Annapolis Valley Chamber of Commerce. Within this letter from AVCC, was a request that the Town of Kentville take part in an independent study of governance with other municipalities.

*At this time Deputy Mayor Mark Pearl presented a motion.*

Therefore, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Bill Boyd

**that staff be directed to conduct a financial sustainability review of the Town of Kentville. That this review include but not limit to :**

- The most recent Municipal Financial indications as produced by the Province of Nova Scotia**
- 2015/2016 Audited Financial Statements (when available)**
- Input from our Provincial Municipal Advisor**

## MOTION CARRIED

### Points from Discussion:

- There may be a possible conflict of interest with this request received from AVCC since Paul DesBarres may also be a member of the Kings Coalition.
- Mr. DesBarres may not be aware of the work the Valley REN does for the municipalities.
- The VREN has prepared a business plan and this regional governance study was not noted as a priority.
- The press has not been attending our council meetings. Much of the information regarding our good financial situation is not being passed along to the public.

Therefore, it was moved by Councilor Bill Boyd and seconded by Deputy Mayor Mark Pearl

**that the letter from the Annapolis Valley Chamber of Commerce be received**

**And Further**

**that a reply be sent to Paul DesBarres, President of the AVCC**

**MOTION CARRIED**

**b) Annapolis Valley Chamber of Commerce Note of Appreciation**

CAO Phillips read a letter from the AVCC thanking the Town of Kentville for being a long term sponsor and major supporter of the AVCC.

Therefore, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Nola Folker-Hill

**that the letter be received**

**MOTION CARRIED**

**NEW BUSINESS**

**a) KCA Grade 6 Instrumental Music / Band Program**

CAO Phillips noted that he had received some correspondence from a few concerned KCA parents regarding the loss of the mandatory Grade 6 Music/Band Program for the upcoming school year. This program has been removed from the school programming for the 2016-2017 school year. These letters from the parents were requesting that Council send a letter of support to the Valley School Board that this music program be kept and allowed to continue in the Grade 6 level.

Therefore, it was moved by Councilor Tony Bentley and seconded by Councilor Nola Folker-Hill

**that Council send a letter of advocacy to the Annapolis Valley School Board requesting that the**

**Instrumental Music/Band Program for the Grade 6 school program be reinstated for the upcoming school year**

**MOTION CARRIED**

**b) Proposed Amendments to the LUB**

CAO Phillips read Director Gentleman's report to Council on the proposed amendments to the Land Use Bylaw.

Brison Developments have been negotiating with the Town of Kentville for the purchase of the old KCA property on School Street. As part of their due diligence Brison has been reviewing the market and demographic trends to determine the best use of the former school property. A mix residential use of townhouses and multi-unit dwellings is considered the highest and best use of the property; however, though the current Land Use Bylaw does not permit a variety of residential uses in the Commercial C-1 Zone, it does so in a manner that is not very conducive to a well-planned mixed residential community.

Those limitations within the multi-residential zone(R-3) have been identified during the Municipal Planning Strategy and Land Use Bylaw review, and revisions were drafted to allow more flexibility to encourage developments with mixed density and building form. To facilitate Brison's development proposal it is recommended that Council consider amendments to the R-3 Residential Multiple-Unit Zone encouraging mixed residential developments. Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Bill Boyd

**that Council give 1<sup>st</sup> reading to the Resolution to amend the Land Use Bylaw and hold a Public Hearing on June 27, 2016 at 6:00 p.m.**

**MOTION CARRIED**

**c) Town of Kentville 2016/2017 Operating Budget Presentation**

Director Debra Crowell presented her 2016/2017 Proposed Operating Budget highlights. She noted that this financial

**APPROVED JUNE 27<sup>TH</sup>, 2016**

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plan is a balanced budget totaling \$12.5 million, an increase of \$169,200(1.4%) over last year's budget.

New Revenue and Other Revenue increases for 2016/2017 have offset the increase in expenditures in this budget. Council's budgetary goals were met. To balance this budget, the tax rates for the fiscal year 2016/17 are as follows:

The General Tax rate - 2016/2017 is \$1.71 <sup>3</sup>/<sub>4</sub> per \$100

Total Residential rate - No change still at \$1.49 and 2/5 cents per \$100.00. This is the sixth (6<sup>th</sup>) consecutive year that Council has held the total Residential rate.

Commercial Rate - Decreases -0.03%

Total Commercial rate - 2016/2017 decreases to \$3.53 and 2/5 cents per \$100. This is the fifth (5<sup>th</sup>) year that Council has decreased the Commercial rate. Over this time frame, the Commercial rate has dropped a total of 8 cents.

This proposed 2016/2017 operating budget will:

- *Continue* program delivery with the same high standards to which our residential and corporate citizens are accustomed.
- *Provide funding* for the downtown façade program, as well as for additional grants.
- *Maintain* manageable debt servicing levels.
- *Maintain* the total Residential tax rate.
- *Decrease* the total Commercial tax rate by 1 cent.

Therefore, it was moved by Councilor Bill Boyd and seconded by Councilor Bernie Cooper

**that the proposed 2016/2017 Operating Budget for the Town of Kentville be approved as follows:**

<b>Revenue</b>	<b>\$12,547,800</b>
<b>Expenditure</b>	<b>\$12,547,800</b>
<b>General tax rate</b>	<b>\$1.71 <sup>3</sup>/<sub>4</sub> per \$100.00 of assessed value</b>

**And Further**

**that the proposed tax rate for the year April 1<sup>st</sup>, 2016 to March 31<sup>st</sup>, 2017 are ratified as follows:**

	<u>Residential</u> (per \$100)	<u>Commercial</u> (per \$100)
<b>Municipal base rate</b>	<b>\$0.99 1/5 ¢</b>	<b>\$2.94 ¢</b>

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Prov. Mandatory rate	\$0.39 2/3 ¢	\$0.39 2/3 ¢
Fire area rate	\$0.024/5¢	\$0.02 4/5¢
Hydrant area rate	\$0.07 1/2¢	\$0.07 1/2 ¢
Economic Dev. levy	\$0.0 1/6 ¢	\$0.10 1/2 ¢
<b>Total Residential</b>	<b>\$1.49 and 2/5 ¢</b>	
<b>Total Commercial</b>		<b>\$3.53 2/5 ¢</b>

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**MOTION CARRIED**

**d) Town of Kentville 2016/2017 Investment Plan Highlights**

Director Debra Crowell presented her proposed 2016 Capital Budget. She noted that it was designed to continue building our town while maintaining Kentville's sustainability, stability and flexibility and it sets the tone for our long-term planning. The proposed Capital Investment Plan reflects the vision statement of the Town by investing in our community in a fiscally responsible way. The capital acquisitions will, in the long run, enhance the quality of life for our citizens. Current and future infrastructure investments will enrich the streetscapes of the Town and ensure that our infrastructure is solid for not only existing development but also for future growth of the Town.

Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Tony Bentley

**that Council approve the proposed 2016/2017 Capital Investment Plan for the Town of Kentville (along with the related funding sources as noted above) as follows:**

**2016/2017                    \$3,192,300**

**And Further**

**that Council approve the future years 2017/18 to 2020/21 in principle (along with related funding Sources as noted above) as follows:**

**2017/18            \$2,876,500**  
**2018/19            \$1,545,500**  
**2019/20            \$1,899,000**  
**2020/21            \$3,079,000**

**e) Policy Statement G5 Review**

CAO Mark Phillips brought forth the Council Remuneration and Benefit, Policy Statement G5 for review. He noted that this policy is required to be reviewed every four years and prior to the regular municipal election, with any new rates effective upon appointment of the council for the upcoming term of office.

Council Remuneration and Allowances  
2016-2020 Term of Office

*Remuneration* is paid to members of Town Council Pursuant to Section 23 of the *Municipal Government Act*. Subsection 81(3) of the *Income Tax Act* (Canada) provides the one-third of total remuneration may be paid as an allowance for expenses incidental to the discharge of the person's duties as an elected officer.

Effective April 01,2016 annual remuneration paid to members of Town Council shall be as follow:

<b>Elected Officer</b>	<b>Taxable Income</b>	<b>Allowance</b>	<b>Total Remuneration</b>
Mayor	\$24,467	\$12,233	\$36,700
Deputy Mayor	\$15,400	\$7,700	\$23,100
Councilor	\$13,800	\$6,900	\$20,700

Pursuant to the Town's Personnel Policy Section 9.1, these amounts shall be subject to a cost of living adjustment (COLA) on April 1<sup>st</sup> of each year, in the same manner as non-bargaining employees. This policy sets a COLA rate with reference to the CPI for Nova Scotia.

*Traveling and E-Government Allowance*

Section 23 of the *Municipal Government Act* provides for setting a kilometric rate to provide a travelling allowance for council and committee members' attendance. The provision of high-speed internet (HSI) service and cost reimbursement to Council members has enabled E-Council under the Town's E-Government Initiative.

In lieu of the aforementioned travelling allowance and HIS reimbursement, the Mayor shall be paid \$200 per month and each Councilor shall be paid \$100 per month as

composite allowance for travel within Kings County and for HIS costs. These rates will be review periodically, subject to volatility in and with reference to vehicle operating expense data and HIS costs. Such review shall occur at least every two years.

For meeting and other authorized business travel on behalf of the Town of Kentville outside Kings County , members of council shall be paid a kilometric allowance rate and reimbursed for expensed, as set out in the Town's travel policy G4-Meals, Travel and Miscellaneous Expenses, as amended.

Therefore, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Tony Bentley

**that the Policy Statement G5 updates be approved**

**MOTION CARRIED**

**f) Bridge Update**

Mayor Corkum noted that the Provincial Government has requested a new cost share agreement with the Town of Kentville, but that this will not delay in the placement of the bridge. The tender for the bridge is almost complete and will be awarded shortly.

Mayor David Corkum reminded Council that the new bridge will be named the R. Wendell Phinney Bridge, after the longest serving mayor in Kentville.

**PUBLIC COMMENTS**

*KDCL's Vice-President C. Savage:* Ms. Savage stated that she was very pleased the façade program is going forward. She also noted that of the 125 members in the KDCL group who were recently survived, none mentioned that a governance study was a priority.

**ADJOURNMENT**

It was moved by Councilor Bernie Cooper and seconded by Deputy Mayor Mark Pearl

**that the meeting adjourns at 9:30 p.m.**

**MOTION CARRIED**

**IN CAMERA**

None