

Approved April 28, 2014

KENTVILLE TOWN COUNCIL

MINUTES

March 31, 2014

PRESENT Mayor David Corkum, Deputy Mayor Mark Pearl – Via Skype, Councilor Bill Boyd – Via Skype, Councilor Nola Folker-Hill, Councilor Bernie Cooper, Councilor Eric Bolland, Councilor Tony Bentley, CAO Mark Phillips, Solicitor Cris Shirritt and Recording Secretary Pat Gourley.

CALL TO ORDER AND ROLL CALL Mayor David Corkum called the meeting to order at 7:00 p.m., and CAO Phillips reported that all members were present, including the solicitor and himself, although Clerk Harmes is away on vacation. Also in attendance was Director of Public Works Fred Whynot.

APPROVAL OF THE AGENDA It was moved by Councilor Nola Folker-Hill and seconded by Councilor Bernie Cooper.

that the agenda be approved as circulated.

MOTION CARRIED

PRESENTATIONS

(a) Kings Point-to-Point Transit

Faye Brown, Manager and John Mroz, chairman of Kings Point to Point noted that:

- This year over-all ridership has increased by 15% which meets expectations as projected over a 5 year period.
- The 8th vehicle has just been purchased for the fleet and this can accommodate wheelchairs.
- The fleet consists of 2 mini busses, 2 passenger vans, 1 multi-purpose van and 3 accessible mini vans.
- There are 8 drivers and 5 volunteers.
- Partnerships and group trips are being expanded.
- They operate 7 days a week, including evenings.
- There are 3437 trips originating in Kentville, although the majority of users are from the county at 73.51%.
- There were 19,500 rides this year.
- Trip purposes were for training and employment, medical and educational appointments, shopping and recreational events, and senior uses.
- Challenges have been fuel prices, wages (65% of budget) and vehicle maintenance. Capital reserve funding is also a

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concern and there are several older vehicles requiring replacement over the next few years.

- Projected municipal support at \$1.83 per capita, \$.40 per capita for capital expenses, totaling \$107,926 overall, with \$13,590 from Town of Kentville.
- A review was done of the budget assumptions, receipts and expenditures, along with a budget for 2014-2015.

Points from Discussion

- When Point-to-Point transport children to school, this service is offered to only those in a wheel chair and reimbursement is provided under a contract with the School Board.
- There are several resumes on file for drivers, although interviews have not been carried out on these individuals.
- The drivers are paid \$2 above minimum wage and considering their responsibilities, this is not a high wage.
- The inclusion of capital reserves as part of the budget is important to reflect economic realities.
- This request will be considered as part of the Town's budget process. The application form for grant consideration has been completed.

(b) Kinsmen Club of Kentville

This presentation was rescheduled due to weather conditions.

**APPROVAL OF THE
MINUTES**

(a) February 24, 2014

It was moved by Councilor Bernie Cooper and seconded by Councilor Eric Bolland

that the Minutes of February 24, 2014 be approved as circulated.

MOTION CARRIED

**BUSINESS ARISING
FROM THE MINUTES**

(a) Tenders – Paving and Demolition

(i) Award of Asphalt Paving

Director Fred Whynot reported that the contract for Asphalt Street Paving-2014 received 5 responses and these closed on March 27, 2014. Each submission was reviewed for addition, price adjustments and compliance, and the lowest was in the amount of \$429,154.47 from Howard Little Excavating Limited. In addition, a contingency amount is being recommended should failures of the base layer of asphalt be found once the project begins, along with an allowance for materials testing.

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Therefore, it was moved by Councilor Bill Boyd and seconded by Councilor Eric Bolland

that Council approves the above contract in amount of \$429,154.47 as submitted by Howard Little Excavating with a staff managed contingency for a total contract budget of \$500,000.

MOTION CARRIED

Points from Discussion

- Howard Little will meet the start-up dates and the completion date of May 18th.
- Hold backs on this contract will ascertain that the work is completed in time and to the standards required.
- Much of this work will relate to Park Street.

(ii) Award of Former KCA Buildings Demolition

Director Fred Whynot reported that the contract for the demolition for the former KCA Elementary Building was tendered with a closing date of March 27, 2014. Eleven responses were received, with a large variation in range. Two options were proposed, one of which involved complete removal of the buildings, with the exception of the basement of the high school, which could be filled and buried, subject to specifications and Option B which involved the complete removal of all buildings. An estimate of \$350,000 for Option A and \$400,000 for Option B were projected.

The lowest bid was received from Capital Demolition & Environment Services Limited for the amount of \$223,100.00 (including HST) for Option B. Staff completed checks on references and on the disposal sites, which must meet NSDOE approval. Work could be completed by the end of July. A contingency is also being proposed, as hazardous materials may be found and an allowance for materials testing is being recommended.

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

that Council approves the tender received from Capital Demolition and Environmental Services in the amount of \$223,100, including HST for Option B with a staff managed contingency for a total contract budget of

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\$300,000.

MOTION CARRIED

Points from Discussion

- This has experience in demolitions of similar buildings.
- Staff will prepare a contract for work prior to started up.

**RECOMMENDATIONS
AND REPORTS**

(1) Renewal TBR – Economic Development - \$160,600

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, Director Debra Crowell noted that the attached TBR for Economic Development has expired and must be replaced with current authorization.

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

that Council authorizes the renewal of the temporary borrowing resolution – TBR05/06-05 – Economic Development for \$160,600.

MOTION CARRIED

(2) Renewal TBR – Demolition – Old KCA Elementary Buildings - \$250,000

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, Director Debra Crowell noted that the attached TBR for the demolition of the old KCA Elementary School buildings has expired and must be replaced with current authorization.

Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Eric Bolland

that Council authorizes the renewal of the temporary borrowing resolution – TBR-12/13-01- Demolition of the elementary buildings of the old KCA School - \$250,000.

MOTION CARRIED

(3) Withdrawal - \$80,347.19 and \$134,00 – Capital Reserves

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, Director Debra Crowell noted that partial funding of capital construction was provided in the 2013-14 budget, and it would appear at this stage of completion that withdrawals should be made in accordance with the attached report.

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

that Council approves the resolution for withdrawal of \$80,347.19 from the Capital Reserve General Allocation, and \$134,000 from the Capital Reserve – Soccer to fund various capital construction projects.

MOTION CARRIED

(4) Withdrawal – Town Capital Reserve (Sanitary Sewer)

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, Director Debra Crowell noted that a necessary project was added to the Sanitary Sewer Area Service Capital Program for 2013-14. The SKADA system, an integral part of the department's operation, requires upgrades, and therefore, a request is being made for the withdrawal of funds from the Capital Reserve.

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

that the attached resolution to upgrade the SKADA system at the cost of \$6,569.99 be approved.

MOTION CARRIED

(5) Withdrawal – Capital Reserves –Overruns and Additional Project

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, Director Debra Crowell noted that some capital projects ran over the budget allocations outlined in the 2013-2014 budget, and withdrawals would be in order, as indicated in the attached report.

Therefore, it was moved by Councilor Eric Bolland and seconded by Councilor Bill Boyd

that the attached resolutions be approved for:

- **the withdrawal of \$19,027.69 from the Capital Reserve – General Allocation to fund project overruns in 2013-2014**
- **the withdrawal of \$21,971.85 from the Capital**

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- **Reserve – Recreation Soccer to fund the new soccer field project overrun in 2013-2014, and the withdrawal of \$25,797.09 from the Capital Reserve – General Allocation to fund projects added to capital construction in 2013-2014.**

MOTION CARRIED

(6) Ice and Snow Removal Budget

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, Finance Director Debra Crowell requested that in order to mitigate a possible deficit, she be allowed to withdraw funds from the Snow and Ice Removal budget, as the Town's financial position will not be known until April.

Therefore, it was moved by Councilor Tony Bentley and seconded by Councilor Eric Bolland

that up to \$50,000 be withdrawn from the Town's Snow and Ice Removal budget to offset a possible deficit.

MOTION CARRIED

(7) Investment Advisory Committee

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, Finance Director Debra Crowell reported that an Investment Advisory Committee meeting was held recently, at which time the fund manager advised that income will be falling short this year, as no lift in interest rates is expected in 2014. The majority of the portfolio is held in bond positions and their yields are tied to interest rates. Following discussion, IAC members approved a motion to be brought to the Council Advisory Committee.

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

that based on the information provided to the Investment Advisory Committee, the 2014-2015 budget figure for withdrawal from the Perpetual Investment Fund (paid to the Town of Kentville Operating Fund), be set at \$650,000 in light of the current investment climate.

MOTION CARRIED

Points from Discussion

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- Council will discuss this during the budget process and will consider this recommendation from the IAC.

(8) Ivany Report (NS Commission on Building Our New Economy) Review

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, a discussion took place on how best to create an Action Plan in response to the goals proposed in the Ivany Report. From this report, CAO Phillips reiterated the author's belief that government cannot be responsible for all aspects of creating a healthy economy. As such, he felt that it might be a productive exercise to review each item and to analyse it as it relates to "ownership."

He added that it appeared that some issues might be best undertaken by groups such as KDCL or the REN, while others might be best suited under the Provincial Government, Municipal Government, or a combination thereof. Business owners and the general public would also be called upon to play a role.

As this process would clearly identify those issues over which municipal government would have control, it was moved by Councilor Tony Bentley and seconded by Councilor Bernie Cooper

that staff analyse the Ivany Report (Nova Scotia Commission on Building our New Economy) with the intent of identifying which responsibilities under the goals and game changers belong to what level of government or to what other group.

MOTION CARRIED

(9) Gas Tax Funding Agreement – Formula Review

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, members reviewed a letter received from the Chair of the Town's Caucus, which was sent to all towns in the province. Each was being asked to review the Gas Tax Funding Agreement in light of amending the formula used to distribute gas tax funds. Mayor Chisholm added that many different formulas are used across the country, although our province currently recognizes density, service responsibilities and infrastructure as its basis.

However, due to tight deadlines, the Board of UNSM felt that the current formula should be used for the 2014-2015 year, to allow

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time for thorough review.

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

that staff review the various options in determining a funding formula that would be the most advantageous for the Town.

MOTION CARRIED

(10)Funding Request – Kings Historical Society

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, a letter from the Kings Historical Society noted that last year the Town supported their operation with a \$5,000 grant. However, this year Society members would like the Town to consider an increase to \$7,000, as their operational costs have increased. Several additional projects have been undertaken over the last year and a special project commemorating the beginning of the First World War is being planned.

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

the request from the Kings Historical Society be sent to the budget process, following the completion of the application for funding.

MOTION CARRIED

(11)Funding Request – Landmark East

Councilor Nola Folker-Hill reported that at the March 17, 2014 meeting of Council Advisory Committee, a letter from the headmaster of Landmark East asked for consideration of funding for their Annual Golf Classic on May 23rd as per the schedule showing various levels of sponsorship.

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

that the request for funding from Landmark East of their Annual Golf Classic be sent to the budget process, following the completion of the application for funding.

MOTION CARRIED

b) Fire

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(i) Chief's Report

CAO Phillips reported that no report has been received.

(ii) Joint Fire Services Committees Report

Councilor Bill Boyd noted that there was nothing to report.

(c) Valley Waste Resources Management –Representative's Report

The alternate on this committee, Councilor Bernie Cooper, reported that at the March meeting the Budget Advisory Committee submitted its report including recommendations. This is currently being reviewed and will be further discussed at the April meeting. It is hoped that the 2014-2015 budget will be finalized, therefore, allowing it to be distributed to partnering councils.

Regarding the current fiscal year, Valley Waste continues to anticipate a deficit in the \$100,000 range. The "buy in" funds paid by the Town of Annapolis Royal will be returned to the partners on a pro-rated basis.

Brian Van Rooyen, Manager of Policy and Planning will be retiring on March 31, 2014 and staff and other team members recently acknowledged his contribution to the Authority by way of a gift and congratulations.

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

that the report from Valley Waste Resource Management Authority be received.

MOTION CARRIED

Points from Discussion

- Brian Van Rooyen deserves to be thanked for his long standing commitment and offered best wishes for his retirement.

d) Kings Transit Authority

Councilor Tony Bentley reported, as the alternate on this committee, that system wide ridership is showing an increase of 8,042 passengers – a 2.2% increase over last year.

Fare revenues show an increase of \$51,904 – 6.3%, with the greatest increases showing in West Hants, Digby and Annapolis

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West – between 12 and 14%. West Hants is having difficulty meeting the financial commitment to this organization and more will follow on this situation.

The report also noted that the buses carry 400,000 passengers a year and travel 360 kilometers in rural Nova Scotia. The Kings Transit bus # 51 was involved in the Force Four project being filmed in Kentville. Also, a labour dispute in the Port of Vancouver has meant delay in the arrival of those new buses purchased for Kings, Annapolis and Digby Counties.

It was moved by Councilor Tony Bentley and seconded by Councilor Eric Bolland

that the report on the Kings Transit Authority be received.

MOTION CARRIED

(e) Councilor's Report

Deputy Mayor Mark Pearl – no report, except thanks for the budget meeting earlier that day.

Councilor Bill Boyd – no report

Councilor Bernie Cooper – attended all meetings and added that the deficit at Valley Waste is down to \$100,000. He added that there was a fire meeting, although there was nothing to report from that.

Councilor Tony Bentley – attended all meetings.

Councilor Nola Folker-Hill – attended all meetings and the Town's Caucus meeting in Truro, a funeral for former County Councilor John Griffiths and also for Robin Marshall. She will be spending the following week in Ottawa with the Canadian Association of Police Governance.

Councilor Eric Bolland – attended all meetings, including the KDCL launch and the REN meeting.

f) Mayors Report

Mayor Dave Corkum reported that:

- Thanks to the Valley Wildcats who are having a great year.
- REN Agreement has been signed. Thanks to CAO Phillips for the leadership that went into getting this committee organized. The REN in our area is the first to sign the agreement and funds will be made available for regional economic development in this area.
- An announcement from Apple Valley and Weavex regarding expansion of these two operations shows that

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business and industry is alive and well in our area.

CORRESPONDENCE

(a) None

NEW BUSINESS

(a) CPI – Salary Increases

CAO Phillips reported that Finance Director Crowell has prepared a report on the annual cost-of-living increases. She noted that the CPI factor for the Province for the period March the prior year to February the current year (by Statistics Canada) shows the average cost of living had increased by 1.2%. She made a recommendation for Council to support non-union staff increases in this amount.

Therefore, it was moved by Councilor Bernie Cooper and seconded by Councilor Eric Bolland

that a cost of living increase be granted to non-bargaining employees of the Town, effective April 1, 2014 at the rate of 1.2%, as per the Town’s Personnel and Policy Manual.

MOTION CARRIED

PUBLIC COMMENTS

None

ADJOURNMENT

It was moved by Councilor Bill Boyd and seconded by Councilor Bernie Cooper

that the Council meeting adjourns at 8:10 p.m.

MOTION CARRIED