

Approved – July 28, 2014

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# KENTVILLE TOWN COUNCIL

## MINUTES

### June 23, 2014

#### **PRESENT**

Mayor David Corkum, Deputy Mayor Mark Pearl, Councilor Nola Folker-Hill, Councilor Bernie Cooper, Councilor Eric Bolland, Councilor Tony Bentley, CAO Mark Phillips and Town Clerk Carol Harmes.

Councilor Bill Boyd – excused absence

#### **CALL TO ORDER AND ROLL CALL**

Mayor David Corkum called the meeting to order at 7:00 p.m., and CAO Phillips reported that, with the exception of Councilor Bill Boyd, all members of Council were present, including himself as CAO, the Director of Finance and Town Clerk Carol Harmes. He noted, however, that the solicitor was not in attendance nor was a member of the press.

#### **APPROVAL OF THE AGENDA**

It was moved by Councilor Bernie Cooper and seconded by Councilor Nola Folker-Hill

**that the agenda be approved with the addition of  
*5(a) Annapolis Valley Regional Library***

**MOTION CARRIED**

#### **PRESENTATIONS**

##### **(a) Open Arms – Request for Tax Exemption**

John Andrew reported that he is asking for a consideration of a tax reduction for the building at 32 Cornwallis Street, where this organization is located.

The services at Open Arms focus on helping people who are in crisis. Bread and breakfasts are provided for those needing it, but there is a more direct and personal focus on individuals whereby support for developing life skills is offered. He related several success stories and shared some challenges that their operation deals with. He reported that several fund-raisers are carried out routinely in addition to the funds that have been contributed from local businesses and more recently, from the Province of Nova Scotia.

Assessment for housing, education and employment is also done and the current location has been a benefit to accessibility for the people needing it most.

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Mayor Corkum confirmed that in some instances the commercial rate can be reduced to the residential rate, which results in a reduction of taxes and consideration of this can be based on the land, building or both.

### Points from Discussion

- John Andrew has done a great job in showing leadership for this demographic.
- Harley Lawrence and his tragic story brought an awareness of the needs of the homeless.
- The Open Arms envision a first class building that will be a benefit to the downtown.
- With the renovations, there will be an apartment upstairs, a small kitchen, a library and then downstairs will be set up like a café for comfort and food service along with some offices. (Food is prepared off-site)
- A training room will provide technology for updating resumes or to get training such as First Aid.
- The Town provides for a partial tax exemption in some instances, and this can be sent to CAC for a recommendation for a reduction.
- There is a Non Smoking Bylaw in Kentville, and although enforcement is generally not harsh, some respect for the bylaw must be observed.
- The Town appreciates the efforts being made from the Open Arms regarding the smoking issue.

### **(b) Valley Search and Rescue**

Mr. Fred Bond of Valley Search and Rescue wanted the opportunity to address Council to discuss their plans for a new building. He added that room is required for their equipment, vehicles and an electronic command centre with a GPS. Searchers can be followed and directed by using the GPS. There are 102 members and training is required on an ongoing basis.

Most of the equipment sits outdoors, exposed to the elements, contributing to its demise and slowing down response time, especially in winter when it must be freed of ice and snow. A new building will allow a more efficient response in all types of weather. Concerns exist with coyotes in wooded areas when smaller people are lost. The tracking bracelets (Project Life Safer) for children and Alzheimer's patients have proven a great addition for rescue. There is a mutual aid agreement between the various teams.

Another member, Roger, reviewed the specifications of the building

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being proposed. The costs would be estimated at \$1.3 million. The Royal Bank has given this organization an amortization for 20 years – (\$97,000 yearly payment.)

It seems fair that the Towns should also contribute, as they also benefit from the service, whereas, previously only the County of Kings has supported this service. In consideration of the Towns levying an area rate on its citizens, and determining this using .00135 times the tax base and the current rates, this would mean that the Town of Kentville would pay \$8900 per year towards the capital costs of the new building. Operating expenses of \$87,000 would require the Town to pay \$6,000.

The Valley Search and Rescue has been doing some fund-raising and proposed partnerships with other associations and municipalities are being considered. \$40,000 has been fund-raised however, more funding partners are needed.

### Points from Discussion

- A preliminary site has been ear-marked (near the Waterville Fire Hall) and this has sewer and water.
- Area rates are being considered for all municipal units.
- Generally, people in the Towns may have a higher assessment rate and therefore, would pay more, compared to rural residents who may have lower assessments and lower related taxes.
- The newly proposed building will have a generator and would be a warming centre in the event of emergency, with kitchen facilities.
- Some existing buildings have been considered as a possible site, however, it would be difficult to renovate an existing property, as two of the vehicles are very long and cannot be stored in a normal sized facility.
- Other levels of government have been approached to provide assistance, as the Federal Government is trending on reduced funding support. Only \$3,000 is given from EMO annually.
- The budget process has been completed and any additional requests may be too late.
- In the past, the Town has placed caveats on its funding commitments that all units in Kings County contribute towards the request. Therefore, Valley Search and Rescue should keep everyone informed regarding their municipal commitments.
- Valley Search and Rescue has a first responsibility to Kings County, although they have been asked to perform EMO duties across Canada.
- The price estimated for this building could likely be far less

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than expected and the anticipated “move in” date would be in September 2015.

- Budget deliberations have been completed for the year and it might be necessary to hold a special meeting to review some of these additional requests.

**APPROVAL OF THE  
MINUTES**

**(a) May 26, 2014**

It was moved by Councilor Nola Folker-Hill and seconded by Councilor Tony Bentley

**that the Minutes of May 26, 2014 be approved as circulated.**

**MOTION CARRIED**

**(c) June 6, 2014 – Special Meeting**

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

**that the Minutes of June 6, 2014 be approved as circulated.**

**MOTION CARRIED**

**BUSINESS ARISING  
FROM THE MINUTES**

**(a) Annapolis Valley Regional Library**

Councilor Tony Bentley reported that there is a meeting on July 10<sup>th</sup> and a report will be given after that time.

**RECOMMENDATIONS  
AND REPORTS**

**(a) Council Advisory Committee**

**(1) 2014-2015 Operating Budget and Tax Rates**

Councilor Eric Bolland reported that at the June 9, 2014 meeting of Council Advisory Committee, Finance Director Deb Crowell reported that early in the budget process, Council set objectives as follows: (1) no change in the total residential tax rate, (2) a reduction in the total commercial tax by 2 cents, and (3) the preservation of the current service levels, if possible.

To that end, Director Crowell noted that the 2014-15 Operating Budget represents revenue and expenditures balanced at \$12,056,900, (an increase of \$180,500 or 1.5% from last year), resulting in the general tax rate set at \$1.71 per \$100 of assessed value.

The budget, however, does entail some reductions in service levels, most notably, with the core policing complement and the related provincial funding stream.

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

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Deputy Mayor Mark Pearl

**that Council approves the 2014-2015 Operating Budget, outlined as follows:**

|                                  | Residential (per \$100) | Commercial (per \$100)  |
|----------------------------------|-------------------------|-------------------------|
| <b>Municipal base rate</b>       | <b>\$1.00 and 2/5 ¢</b> | <b>\$2.99 and 1/3 ¢</b> |
| <b>Provincial Mandatory Rate</b> | <b>37 and 2/5 ¢</b>     | <b>37 and 2/5 ¢</b>     |
| <b>Fire area rate</b>            | <b>4 ¢</b>              | <b>4 ¢</b>              |
| <b>Hydrant area rate</b>         | <b>7 ¢</b>              | <b>7 ¢</b>              |
| <b>Economic Development Levy</b> | <b>¾ ¢</b>              | <b>7 and 4/5 ¢</b>      |
| <b>Total Residential</b>         | <b>1.49 and 2/5 ¢</b>   |                         |
| <b>Total Commercial</b>          |                         | <b>3.55 and 2/5 ¢</b>   |

**MOTION CARRIED**

*(Note: Councilor Folker-Hill wished to have on record that although she supports the final outcome of the Budget Process, she disagrees with some of the decisions made in reaching that end. Therefore, the recorded vote was that 4 councilors were in support of the motion, with Councilor Nola Folker-Hill being against it.)*

**(2) 2014-2015 Capital Plan and 2015-2019 Capital Investment Plan**

Councilor Eric Bolland reported that at the June 9, 2014 meeting of Council Advisory Committee, Finance Director Deb Crowell reported that the Capital Investment Plan (CIP) identifies all construction projects and infrastructure improvements, and presents a meaningful perspective of both short and long range requirements.

With goals for 2014-2015, of maintaining debt service limits at 12-13% of own-source revenue, and keeping new borrowings under \$1 million, a \$2.6 million Capital Budget is proposed. In addition, future capital plans are included for the years 2015 to 2019, which will allow the Town to manage its financial position over the additional four-year period.

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

**that Town Council ratifies the proposed 2014/2015 Capital Budget at \$2,615,800 and further, that the future years' budgets be approved in principle,**

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**along with the related funding sources as follows:**

|                |                    |
|----------------|--------------------|
| <b>2015/16</b> | <b>\$3,235,500</b> |
| <b>2016/17</b> | <b>\$1,824,500</b> |
| <b>2017/18</b> | <b>\$1,711,500</b> |
| <b>2018/19</b> | <b>\$1,297,500</b> |

**MOTION CARRIED**

**(3) Withdrawal -\$6,395.53 – TBR Residual**

Councilor Eric Bolland reported that at the June 9, 2014 meeting of Council Advisory Committee, Finance Director Deb Crowell reported that the Town's debenture funds were used to pay down the outstanding short term loans for the 2013-14 construction season. The request for long-term borrowing fell short at the end of the fiscal year and temporary funds remain in the amount of \$6,395.53. She recommended that this loan be retired with capital reserve funds.

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

**that a withdrawal of \$6,395.53 be taken from the Capital Reserve-General Allocation, to retire the residual short-term borrowing remaining after the issuance of debenture funds on June 5, 2014.**

**MOTION CARRIED**

**(4) 2014-2018 Sanitary Sewer Rates**

Councilor Eric Bolland reported that at the June 9, 2014 meeting of Council Advisory Committee, Director Fred Whynot reported that as the existing water rates have been in place since 2009, a sanitary sewer rate model was developed for the Town in order that it might meet proposed operating and capital budgets for the next 5 years.

He added that rates are based on meter size and consumption rates and by way of an example, increases per dwelling would be 37.4% in 2014, 9.8% in 2015, 5.4% in 2016, 6.2% in 2017 and 5.9% in 2018, as outlined in the rate charts included in this report.

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

**that the new sanitary sewer rates for the next five years, be approved as attached and that the Sewers Bylaw be revised as necessary.**

**MOTION CARRIED**

**(5) 2014-2015 Sanitary Sewer Operating and Capital**

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### **Budgets**

Councilor Eric Bolland reported that at the June 9, 2014 meeting of Council Advisory Committee, Director Fred Whynot reported that the 2014-2015 Sanitary Sewer Area Service Operating Budget is attached, as a balanced budget of \$987,900. He pointed out that revenue should show an increase as a result of sewer rate changes, however, anticipates expenses will increase, due to sewer maintenance and treatment.

With the 2014-2015 Sanitary Sewer Area Service Capital Budget, he identified some projects and their funding sources, which amount to \$387,200. The four year capital investment plan is also included in this report.

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

**that 2014-2015 Sanitary Sewer Area Service Operating and Capital Budgets be approved as proposed.**

**MOTION CARRIED**

### **(6) Kings 2050-Adoption in Principle of Regional Statements of Interest**

Councilor Tony Bentley reported that at the June 9, 2014 meeting of Council Advisory Committee, Director Beverly Gentleman noted that the Kings 2050 Project incorporates three phases – Phase # 1 – the creation of a Vision Statement; Phase # 2 – Stantec proposed four “Regional Statements of Interests (to be modeled on the Provincial Statements of Interest in the MGA) to realise the vision statement. The four proposed RSI’s are:

- Settlement;
- Economic Development;
- Municipal Facilities; and
- Environmental Protection

Phase #3 (the next step) will address how to implement the RISs on a regional context.

Director Gentleman outlined the three options that were proposed by Stantec in their Phase 2 report and recommended in principle to pursue Option # 3 - to adopt the Regional Statements of Interest within an Inter-Municipal Planning Strategy. However, in order to do so, consultation with Municipal Affairs is necessary to determine if amendments to the Municipal Government Act would be required, prior to carrying out the proposed RSIs within an Inter-Municipal

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Planning Strategy. The expected result would be to have a consistent framework for the development/amendments of planning documents between the four units.

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

**that the Town supports the adoption of Option 3 for the proposed Regional Statements of Interest, and the approach in principle, as outlined in the attached report.**

**MOTION CARRIED**

**(7) Donald E. Hiltz Road**

Councilor Tony Bentley reported that at the June 9, 2014 meeting of Council Advisory Committee, Director Gentleman reported that during the May meeting of the Municipal Planning Strategy Review Committee, a discussion took place regarding the completion of the Donald Hiltz Road.

The committee members felt that the completion of this road would allow for future construction and development of the south part of the Town, and asked if it could be included in the Town's 5 year capital budget plan. She added that this project would involve 4 phases, with the segment between Chester Avenue and Prospect Road (approximately 5 kilometers) being Phase # 1, and that the cost of construction would be approximately \$2,000,000 per kilometer, not including municipal services like sewer, water and storm water.

Therefore, it was moved by Deputy Mayor Pearl and seconded by Councilor Bernie Cooper

**that construction of Phase # 1 of the Donald E. Hiltz Road be considered part of the 5-year Capital Plan for the Town.**

**MOTION CARRIED**

**(8) Code of Conduct for Councilors – Policy Statement G16 (Amendment)**

Councilor Tony Bentley reported that at the June 9, 2014 meeting of Council Advisory Committee, a discussion took place regarding the sharing of written information with all members of Council, when that correspondence has been directed to only one member. Different scenarios were explored and guidelines were clarified on such things as operational vs. political issues, agenda discussion vs. e-mail circulation, and so on.

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However, in order to reinforce the importance of this matter, it was felt that an additional article should become part of the policy on Council's code of conduct.

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

**that an amendment to the Policy Statement G16 – Code of Conduct for Town Councilors be adopted, as per the attached.**

**MOTION CARRIED**

**(9) Miner's Marsh – Nomination for Recreation NS Award**

Councilor Tony Bentley reported that at the June 9, 2014 meeting of Council Advisory Committee, Councilor Bill Boyd reported that the Miner's Marsh development is a very special park, in the heart of Kentville and is worthy of special recognition under the Recreation Nova Scotia Award program. He felt that the site itself, and all those partners involved in its development, should be formally recognized.

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

**that Council supports the nomination of Miner's Marsh for a Recreation Nova Scotia Award.**

**MOTION CARRIED**

**(10) Public Art Proposal**

Councilor Tony Bentley reported that at the June 9, 2014 meeting of Council Advisory Committee, Director Gentleman reported that she has been in conversation with a Canadian artist, Ruth Abernethy, who has been commissioned by a resident of Wolfville for a piece of artwork recognizing his grandfather, Dr. Charles Eaves. While Dr. Eaves had been employed at the Research Station in Kentville, he invented a methodology to provide better and longer storage options for fruit grown in the area. This process has been adopted worldwide and has allowed the export of perishable fruit and vegetables on a global scale.

Although this sculpture is in the proposal stage only at this time, the artist has asked if the Town would consider donating a suitable public area for the work, and provide some assistance with site preparation and future upkeep.

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

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Councilor Nola Folker-Hill

**that the Town endorses the proposed project and assists with the installation of a sculpture of Dr. Eaves, to be located here in the town of Kentville, on condition of Council's approval of the art work.**

**MOTION CARRIED**

Points from Discussion

- A policy or practice dictating quality and content of art is not in place. In an acceptance of art, sight-unseen, care must be taken that the piece is not controversial in any way.

**b) Fire**

**(i) Chief's Report**

CAO Phillips reported that no written report has been received.

**(ii) Joint Fire Services Committee Report**

Councilor Bill Boyd was not in attendance, however, CAO Phillips reported that a rate-payers meeting is being held tonight, and although the budget has been approved, the rate-payers meeting should have been held months ago. The group is now aware of this requirement. The Chief has expressed his frustration with needing more administrative help.

**(1) Valley Waste Resources Management –Representative's Report**

Deputy Mayor Mark Pearl noted that the Management Minute is attached, however, added that:

- A meeting was held on June 18<sup>th</sup> and although all partners have not yet approved the budget, all have received copies of it.
- A July meeting has been scheduled with the County of Kings to discuss the budget.
- VWRM has proposed an amendment to the current municipal agreement to adjust the timelines for approval of the budget process, by adding a month or two to meet this deadline.
- VWRM is also seeking an amendment to the Service Agreement to allow for the retention of surplus funds for use in a future year for unforeseen expenditures. This information will be coming to Council for consideration.
- Some education of cost-cutting measures has taken place (i.e. fall clean-up, leaf clean-up and tipping fees).
- A Stewardship Program meeting will be held this week in Halifax.
- Due to the urgency for the need of additional funding, the

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Regional Chairs Committee will be sending a letter to the Honourable Randy Delorey, Environment Minister and the Honourable Stephen McNeil, Premier, requesting that immediate funds be made to all municipalities. A resolution is being prepared for all councils that will go to UNSM in the fall.

- A rescheduled meeting with the Premier and Minister will take place at August 7<sup>th</sup> at 3 p.m. at Valley Waste. Funding from the Province and Energy to Waste projects will be discussed..
- The Reuse Centre has been reopened.

It was moved by Deputy Mayor Mark Pearl and seconded by Councilor Eric Bolland

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

**MOTION CARRIED**

**d) Kings Transit Authority**

Deputy Mayor Mark Pearl reported that there was no report.

- Manager Steve Foster is taking courses in Halifax.
- KTA had an announcement by the Minister of Municipal Affairs of funding under an ongoing sustainability program.

**(e) Councilor's Report**

Deputy Mayor Mark Pearl wanted to thank Councilor Tony Bentley for attending the Kings Transit announcement.

Councilor Bill Boyd – not present

Councilor Bernie Cooper attended all meetings

Councilor Tony Bentley went to opening of new library in Hantsport (the old Legion); attended the Kings Transit announcement, the Minister's meeting at the Town Hall, and the KDCL meeting.

Councilor Nola Folker-Hill attended all meetings assigned and others she should not have. Attended the KDCL Envision Kentville session.

Councilor Eric Bolland attended all meetings, however, did not attend the audit meeting today. He attended the kick-off of KCA Playground and the Apple Blossom Coronation. A plaque was received from the Apple Blossom Festival Committee for the Town's support of the festival.

**f) Mayors Report**

Mayor Dave Corkum recapped some highlights from his report:

- Enjoyed the ceremony for the opening of the playground at KCA and it was a pleasure to see the children having such a good time.
- Thanks to the Finance Director and her staff for

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assisting in such a positive annual Auditor process. He reminded the Finance Director that he would like to have more information on the financial status of other municipal units (assets vs. liabilities), as the auditor said there were very few other units that can share that limelight.

**CORRESPONDENCE**

(a) None

**NEW BUSINESS**

**(a) Council Acceptance of Audit Report**

CAO Phillips reported that at an Audit Committee meeting at noon that day, auditors from the firm Kent and Duffett Chartered Accountants presented the Audit Report, following which a recommendation was made.

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

**that Council accepts the Audit Report for the year ending March 31, 2014.**

**MOTION CARRIED**

**(b) Council Acceptance of Audited Financial Statements**

CAO Phillips reported that the Town's Auditors, Kent and Duffett Chartered Accountants reviewed the Audited Financial Statements with the Audit Committee, following which a recommendation was made.

Therefore, it was moved by Deputy Mayor Mark Pearl and seconded by Councilor Bernie Cooper

**that Council accepts the Audited Financial Statements for the year ending March 31, 2014.**

**MOTION CARRIED**

**PUBLIC COMMENTS  
Q & A on Council Size  
Review Process**

(a) No one in attendance

**ADJOURNMENT**

As there was no further business, the meeting adjourned at 8:30 p.m.