

TOWN OF KENTVILLE KENTVILLE TOWN COUNCIL CAPITAL BUDGET 2020-2021 MEETING (1) COVID-19 PROTOCOL

Meeting Minutes: May 19, 2020

This meeting was held via electronic means in accordance with the Direction from Minister Chuck Porter: "Effective at 2 pm on March 22, 2020, all municipal councils will discontinue holding their meetings in person, instead only virtual meetings may be held by video or telephone. Those virtual meetings must be recorded, and the minutes posted on a public website within 24 hours of the meeting."

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 9:00 a.m.

PRESENT

Chief Administrative Office (CAO) Kelly Rice reported that all members of Council were present: Mayor Sandra Snow, Councillor John Andrew, Councillor Eric Bolland, Deputy Mayor Craig Gerrard, Councillor Cathy Maxwell, Councillor Cate Savage and Councillor Lynn Pulsifer.

Staff in attendance included Chief Administrative Officer Kelly Rice, Director Debra Crowell, Director Rachel Bedingfield, Director Bev Gentleman, Director Dave Bell, Chief Julia Cecchetto, IT Manager Jason Bethune and Recording Secretary Jennifer West.

2. APPROVAL OF THE AGENDA

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

That the agenda of May 19, 2020 be approved

MOTION CARRIED

3. BUDGET PRESENTATIONS

(a) Capital Program 2020-2021 Projects

Director Crowell reviewed the proposed capital budget for the Town of Kentville, inviting questions after each section.

Report Available

GAS TAX PROGRAM \$470,600

Funding (prior year and current year) from gas tax payments (\$470,600).

- **Points of Discussion**

- What is the urgency of paving on the East Main Street? Should residential areas be made higher priority? Two of these projects were deferred from last year, could they be deferred again? These areas are major trip hazards and are high priority. The wall and sidewalk on East Main Street require significant repair to maintain stability for this section.

- There is an issue of the sidewalk around the downtown square, this is the first impression for visitors and should be highest priority. This is in the 5-year plan for replacement.
- What is the status of continuing the paving of the AT trail? There is no plan at this time for paving this section. The cost for this section could be around \$30,000.

ADMINISTRATION \$133,800

Funding from capital reserves (\$37,500), borrowing (\$96,300).

- **Points of Discussion**

- What is the urgency of upgrades to Council Chambers? Over the past 6 months and much longer, there have been issues with the sound system in chambers that have regularly been experienced. As chambers is not in use now, it may be a good time to make these upgrades. It is also a step forward in improving accessibility in Town Hall.

PROTECTIVE SERVICES \$143,200

Funding from operations (\$46,600), proceeds (\$4,000), reserve (\$52,500), and borrowing (\$40,700).

TRANSPORTATION (YEARLY PROJECTS) \$110,000

Funding from reserves (\$103,000) and proceeds (\$7,000)

TRANSPORTATION (Parking Lots) \$0

TRANSPORTATION (STREETS) \$97,500

Funding from reserves (\$37,500) and borrowing (\$60,000)

- **Points of Discussion**

- Is this section able to support paving of streets? The gas tax funding has supported this category in the past, but this section can also be allocated for paving.
- There are five streets that seem to be in need of paving which are not in this budget. Some of these subdivisions also need other infrastructure to be considered in addition to surface work.
- Is the carry forward for the bridge the same as last year? The funding amount changes each year based on required work.
- Are there additional costs for the bridge approach? Yes, there is storm sewer work that should be done before the new approach is completed to replace failing infrastructure in that area.
- What is the plan for Lower Prospect Street? This section is included in the 5-year plan and includes infrastructure upgrades.
- With the redevelopment of Chester Avenue, a lot of traffic passed through the McDonald Avenue area and caused additional damage. Will there be patching in that area, if not paving? Is the cost of paving lower right now with the low cost of oil? There is not a noticeable difference in price at this time. Residents in that area are hoping for paving and patching this year.
- In the five-year plan, projects are contingent on natural occurrences like severe storms, Federal and Provincial funding, and strategic projects that address several

- concerns at once. Asset management is a high priority for the Town, as it will give access to grants in the future. Staff have a good grasp on tracking assets at this time.
- How can streets be addressed in sections to appease residents in some neighbourhoods? Large subdivisions are best to be completed in one phase and not in sections. Burke is difficult to phase because of how the infrastructure is laid out.
 - There are opportunities at this time to make major changes to the Town.
 - Tax dollars should be spent to the greatest benefits of the most people.
 - Sidewalks should be considered for several communities such as Bonavista and employees in the industrial park.
 - Spending money on infrastructure may be longer term than spending on short term projects such as recreation which have ongoing costs.

TRANSPORTATION (FLOOD MITIGATION) \$75,000

Funding from reserves (\$75,000).

TRANSPORTATION (STORM SEWER) \$286,800

Funding from reserves (\$130,400) and borrowing (\$156,400).

PLANNING AND ECONOMIC DEVELOPMENT \$80,800

Funding from reserves (\$80,800).

- **Points of Discussion**

- This could be an area to reduce funding and transfer to other projects. Signage could be lower priority than the shade trees.
- Centre Square will be an area that people will gather soon after restrictions are lifted and still have some physical distancing. The area could also be used by local non-profits while no signature events are taking place. There is also an ongoing project for memorial benches at this time.
- The wayfinding signage in the business park is important for that business community, removing this item could have a negative perception. The gateway signage may be an option for deferring.
- Signage at the business park may not be as urgent in this digital age, however signage is important to residents who may not have GPS in their vehicles.

RECREATION (SOCCER) \$8,000

Funding from reserves (\$8,000).

RECREATION (GREEN SPACES) \$249,800

Funding from own sources (\$20,300), province (\$50,000), and borrowing (\$179,500).

- **Points of Discussion**

- What is the trail on Webster Street? During consultations, seniors indicated that they need better sidewalk access around Paddy's Pub. Seniors can't use that intersection in its current state. This intersection would be changed to improve accessibility and would include larger bumpouts and wider sidewalks at Paddy's Pub. Light standards will be upgraded in this area as well. This upgrade will smooth out traffic issues as well.

- There are concerns about adding planters around the Town clock which could be distractions to drivers. This will be considered in the Accessibility Plan.

RECREATION (FACILITIES) \$32,000
Funding from own sources (\$32,000)

RECREATION (PARKS AND PLAYGROUNDS) \$386,500
Funding from province (\$10,000), capital contributions (\$40,000), reserves (\$61,400) and borrowing (\$275,100)

- **Points of Discussion**

- What are the implications of moving the skatepark bowl to the next year? Could some playgrounds be addressed next year if they are closed this summer? What is the location of the proposed dog park?
 - o The skate park was a priority of Council, and staff has been moving this forward. This is a very popular park with youth during social distancing.
 - o Completion of the Memorial Park playground was also a priority for when playgrounds open again. The KCA playground will be expanded and have more features to improve accessibility. The pocket playgrounds around town are an important feature of a community.
 - o The proposed dog park would be on the dykeland near Eaves Hollow and New Minas wants to collaborate on a shared park. New Minas would contribute 50% to this project. The major cost to this project is appropriate fencing.
- The skate park bowl is a large sum of money that could be put toward infrastructure.
- Residents seem to be following physical distancing at the skatepark and this is an important public space during the lifting of restrictions.
- The bowl project is also being delayed due to Department of Environment inquiries regarding environmental assessments.
- Grants built into this budget, are they secured? There are several grants from the province that are not yet confirmed.

Break from 11:00 a.m. until 11:10 a.m.

RECREATION (EQUIPMENT) \$17,500
Funding from reserve (\$17,500)

- **Points of Discussion**

- There will be larger bike racks in parks, smaller ones downtown. Some racks are more user friendly, and others will have the Kentville logo. Consultation with youth indicated some potential locations.
- How many racks does the Town already have? There are no bike racks waiting to be installed. There are a number of racks around the town currently.

RECREATION (STUDIES) \$35,000
Funding from reserve (\$35,000)

Summary of the Capital Program:

- **Points of Discussion**

- A motion will be required for reallocating the Skate Park bowl funding into infrastructure.
- Can Council indicate what neighbourhood to direct this funding? Recommend that Council direct funding into projects that are already in the 5-year capital plan. Adding roads that are not in the 5-year plan should be a broader discussion with the Engineering Department.
- Do any of these line items involve collections from Kings County? Not in this Capital Plan budget. Collaborations with the County on capital projects has historically been through shared grants.
- Council wants to divert money into infrastructure, and wants to review the budget after it is revised.
- A reminder that the Capital program is funded through gas tax, reserves and borrowing and is not reflected in the tax rate.
- Reopening Town Hall to the public will also require additional upgrades and these costs are not reflected in this budget. An architect has made some suggestions for security and accessibility at a cost of approximately \$18,000+HST for the design work only (renovation costs are additional). These renovations will be required before Town Hall can open to the public.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Cate Savage and seconded by Councillor Lynn Pulsifer

That Council defer the Memorial Park skate park bowl project to the 2021-2022 Capital Budget.

MOTION CARRIED

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

- The meeting for the Capital Budget and Operations Budget revisions will be on May 29, 2020 at 9:00 a.m. Staff should have a week to review and revise this budget.
- The budget is a guideline and can be changed. If a grant opportunity occurs, the budget can be revised through Council.

RECOMMENDATION TO COUNCIL

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

That Council return the draft 2020-2021 Capital Budget to staff for changes as directed during this meeting. Version 2 of the draft 2020-2021 Capital Budget will be presented to Council at a meeting on May 29, 2020, at 9:00 a.m.

MOTION CARRIED

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

(b) Sanitary Sewer Area Service Capital Budget

Director Bell gives a review of the budget.

Sanitary Sewer: Prospect (\$182,500), Condon Avenue (\$52,800)
Funding from reserves (\$105,300), operating fund (\$30,000) and long term borrowing (\$100,000).

- **Points of Discussion**

- What is the value of the reserve at this time? The funds in these reserves are restricted and cannot be used for Town of Kentville Capital projects.
- The Burke subdivision project is largely a sewer upgrade project and would benefit from a Build Canada grant.

RECOMMENDATION TO COUNCIL

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

That Council recommend approval to the May 25, 2020 Council meeting of the draft 2020-2021 Sanitary Sewer Area Service Capital Budget in the amount of \$235,300 and its funding sources.

MOTION CARRIED

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

(b) Grants to Organizations

Director Crowell gives a review of the grant applications.

- **Points of Discussion**

- Did any councillors sign any of the applications for funding request? If so, they should withdraw from this discussion. CAO indicates that a conflict of interest must be self-declared.
- **Councillor Lynn Pulsifer declares a conflict of interest on this matter.**
- The Autism grant application exceeds the limit, and many of the items in their application are existing town-owned items.
- Funding to AVCC is removed because they are working with other organizations and the funding comes from other Town sources.
- Valley Trail Coalition may have a shared cost amount for each municipal member. It may not be necessary to fund this organization since the Town manages the Trail in Kentville. Alternatively there may be larger benefits to membership in this organization. The Town also works with the Trail coordinator of this organization.
- It may be important to have a seat at the table of this organization.

RECOMMENDATION TO COUNCIL

It was moved

That Council support the grant application from the AVTC for \$1500.

MOTION CARRIED

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

Councillors who voted against this motion: Gerrard

RECOMMENDATION TO COUNCIL

It was moved

That Council support the grant application from the Glooscap Curling Club for \$2000.

MOTION CARRIED

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

- The Kentville Multicultural Festival was cancelled and grant was not approved.
- Kings County Family Resource Centre offers important services

RECOMMENDATION TO COUNCIL

It was moved

That Council support the grant application from the Kings County Family Resource Centre for \$2000.

MOTION CARRIED

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

- Kings County Seniors Safety Council seems to be a valuable service organization. The senior population is growing in Kentville. Support funding this grant for \$2500.
- The policy does allow for greater than the \$2000, at Council's discretion.

RECOMMENDATION TO COUNCIL

It was moved

That Council support the grant application from the Kings County Seniors Safety Council for \$2500.

MOTION CARRIED

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

- Kentville Historical Society has done some good projects. Engagement at Kings Riverside Court has been positive. Previous grants from the Town have not resulted in completion (story boards). Also the Town's grant is more than the operating budget for this organization, which is in violation of the policy. There is activity from this organization that should allow them to be considered for the full grant. Kings and Kentville Historical should receive the same amount. The Town has granted \$3500 to this organization but there is still no storyboard.
- Council can ask the organization for more information, or can make the funds conditional on receiving the information or completing the project. It is also possible for the grant to be placed into the contingency fund until further information is received.

RECOMMENDATION TO COUNCIL

It was moved

That Council hold the \$2000 grant from the Kentville Historical Society until further information is received through the CAO.

MOTION CARRIED

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

- Kings Historical Society provides a slightly different service than the Kentville Historical Society, including archiving.
- Kentville is trying to create a destination for historical tourism through both of these organizations.

RECOMMENDATION TO COUNCIL

It was moved

That Council support the grant application from the Kings County Historical Society for \$2000.

MOTION CARRIED

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

- Kings Volunteer Resource Centre has higher rent due to a location change.

RECOMMENDATION TO COUNCIL

It was moved

That Council support the grant application from the Kings Volunteer Resource Centre for \$1000.

MOTION CARRIED

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

- New Horizons Seniors Club is an important community and these groups need support.

RECOMMENDATION TO COUNCIL

It was moved

That Council support the grant application from the New Horizons Seniors Club for \$1000.

MOTION CARRIED

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

- The total is \$19,000 going out to organizations with \$7000 being added to the contingent fund.

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

That Council approve the 2020-2021 Grants to Organizations in the amount of \$19,000 granted and \$7,000 contingent for inclusion in the Operational Budget which will be presented at the scheduled budget meeting #2 on May 20, 2020.

MOTION CARRIED

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

4. ADJOURNMENT

It was moved by Councillor John Andrew and seconded by Councillor Cate Savage

That the May 19, 2020 meeting of Council be adjourned at 12:43 p.m.

MOTION CARRIED