



TOWN OF KENTVILLE COUNCIL MEETING COVID-19 PROTOCOL Meeting Minutes: July 13, 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."

Town Hall is closed to the public. Council voted by poll.

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 4:03 p.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, Solicitor Geoff Muttart, IT Manager Jason Bethune and Recording Secretary Jennifer West.

REGRETS

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

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.

2. APPROVAL OF THE AGENDA

It was moved that the agenda of July 13, 2020 be approved as presented

MOTION CARRIED

3. APPROVAL OF THE MINUTES

(a) Minutes of Council meeting on June 29, 2020 with the following edit:

- Change "in favor" to "voted against" in the voting results on page 4.

It was moved that the minutes of Council meeting on June 29, 2020 be approved with the noted edits.

MOTION CARRIED

(b) Minutes of the Special Emergency Council meeting on July 8, 2020

It was moved that the minutes of Council meeting on July 8, 2020 be approved as distributed.

MOTION CARRIED

4. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

(1) Director's Report

Mayor Snow received the report for the period ending June 30, 2020.

See report for more information

- Points of Discussion:
 - Revenues and expenditures are close to budget projections.

(2) Temporary Borrowing Resolution – Sanitary Sewer Capital

Mayor Snow received the report on the proposed temporary borrowing resolution relating to the Town's sanitary sewer area service 2020-2021 capital program.

See report for more information

RECOMMENDATION TO COUNCIL

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

That Council approve the temporary borrowing resolution for Sanitary Sewer Area Service Capital Program 2020-2021 in the amount of \$215,000, And further that the document be forwarded to the Minister of the Department of Municipal Affairs for Provincial authorization.

MOTION CARRIED

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

(3) Temporary Borrowing Resolution – Town Capital Program

Mayor Snow received the report on the proposed temporary borrowing resolution relating to the Town's 2020-2021 capital program.

See report for more information

RECOMMENDATION TO COUNCIL

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

That Council approve the temporary borrowing resolution for the Town of Kentville's 2020-2021 Capital Program in the amount of \$846,600, And further that the document be forwarded to the Minister of the Department of Municipal Affairs for Provincial authorization.

MOTION CARRIED

Councillors who voted in favour of this motion:
and Snow

Andrew, Bolland, Gerrard, Maxwell, Pulsifer, Savage

(b) Planning and Development

(1) Director's Report

Mayor Snow received the Planning report for June 2020.

See report for more information

(2) Community Economic Development Coordinator's Report

Mayor Snow received the CEDC report for June 2020.

See report for more information

- Points of Discussion:
 - When will the Visitors Information Centre be open for business? Staff is hoping to open but it is not certain.
 - Concern about the VIC being open to serve visitors travelling to Kentville, either at the building or over the phone.
 - Is the communications issue between Kentville Business Community and the Town office running smoothly? There is a good relationship and KBC is excited about changes in Centre Square.

(c) Parks and Recreation

(1) Director's Report

Mayor Snow received the Parks and Recreation report for June 2020.

See report for more information

- Points of Discussion:
 - Is the number of summer staff lower this year? The parks staff and public works are down 2 positions. The trail is overgrown in some areas and needs some attention.
 - When will Town Hall open to the public? The building cannot meet provincial protocols yet. Staff have only received 2 requests to enter the building, and this closure has not impacted payment of taxes.

(d) Police

(1) Police Commission Report

Mayor Snow received the Police Commission report for June 2020.

See report for more information

(e) Engineering and Public Works

(2) Director's Report

Mayor Snow received the Engineering and Public Works report for June 2020.

See report for more information

(f) Administration

(1) Communication Report

Mayor Snow received the Communications report for June 2020.

See report for more information

(2) Chief Administrative Officer's Report

Mayor Snow received the CAO's report for June 2020.

See report for more information

- Points of Discussion:
 - The Valley Waste Resource bylaw amendments is still not received but is still in progress.
 - What date is the target for opening? The hope is the beginning of September, but staff will have a confirmed date after tenders for the work are received.

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

That the reports from the directors be received.

MOTION CARRIED

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

5. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS

(a) Review of the Proposed Noise Bylaw

Mayor Snow reviewed the proposed changes to the draft Noise Bylaw and invited Council to provide further input to this document.

Report available

- **Points of Discussion**
 - The bylaw might be strengthened with a measuring device, and there is a reference to boats, trains, and a public address system, which might not apply to the Town.
 - The section on “detonation of fireworks or explosives not used for construction” could be amended to allow backyard fireworks. Also “banging and clanging” of a trailer could be removed.
 - Consider changing the evening limit from 11pm to 10pm.
 - This bylaw could be very subjective, measurables might strengthen it (and would also be high maintenance).
 - Discussion about pros and cons of using a noise device, including events in the downtown core.
 - Would the Kentville Police Service enforce this bylaw when the bylaw Officer is off duty?
 - The goal with this bylaw is to ensure that citizens have enjoyment of their property. Would like to see this document more streamlined. This bylaw should not be created because of the complaint of a single resident. Need to be aware of reasonable noises and unreasonable noises.
 - Testing sound is not straightforward- it requires training and calibration.
 - The noise bylaw should also include special events permits with noise limit times.

- The legal perspective is to address the problem – there are few problems in the Town. The bylaw should either have a decibel measurement (objective) or have examples of noise (subjective).
- Is noise measured with a device for the Special Events bylaw?
- Would different areas of Town have different permissions, for example the business park and downtown?
- Residents should use bylaws as a last resort and should work out solutions first, if possible.
- Discussion about responsible and reasonable use of generators, especially during power outages and emergencies.
- Staff should review bylaws being used in Wolfville and other neighbouring municipalities.
- Staff will prepare another draft of this bylaw with comments incorporated.

7. CORRESPONDENCE

(a) Kings Point to Point Financial Statements – March 31, 2020

The Kings Point to Point Transit Society shared their annual audit for Council's information.

Report available

(b) Kings Transit Financial Statements – March 31, 2020

Kings Transit Society shared their annual audit for Council's information.

Report available

8. NEW BUSINESS

(a) Electronic Voting

CAO Rice read her report outlining the proposal to move to electronic voting only with no paper ballot stations due to Covid-19 restrictions.

Report available

- **Points of Discussion**
 - What percentage of people used electronic voting in past elections? Approximately 70% of residents used this system last year.
 - Will the \$12,000 be above the \$40,000 in the budget? It is included in the \$40,000.
 - This might be good for security but harder for some seniors to vote. The Town can provide laptops and staff to go into seniors' homes to ensure they have voting capacity.
 - Does this include telephone voting? Yes.
 - Mayor Snow will distribute the voting statistics for 2016 to Council.
 - What are the requirements for proving residency in the Town?
 - This motion will require a bylaw amendment.

RECOMMENDATION TO COUNCIL

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

That Council approve the proposal to move to all-electronic voting for the 2020 Municipal Elections using Intellivote Systems Inc. at a cost of \$12,000 plus HST (plus or minus 4,865 eligible voters based on the final electors list being available).

MOTION CARRIED

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

9. IN CAMERA

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

That Council proceed to a closed session at 5:00 pm to discuss legal matters.

MOTION CARRIED

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

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

That Council return to open session at 5:56 pm

MOTION CARRIED

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

Councillor Pulsifer left the meeting due to technical difficulties.

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

That Council direct the CAO to carry out the directions provided in relation to the Calkin Building during the In-Camera Session.

MOTION CARRIED

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

Councillor Pulsifer returned to the meeting.

10. ADJOURNMENT

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

That the July 13, 2020 meeting of Council be adjourned at 6:00 p.m.

MOTION CARRIED