

## TOWN OF KENTVILLE COUNCIL MEETING COVID-19 PROTOCOL Meeting Minutes: September 14, 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 4:00 p.m.

### PRESENT

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

Staff in attendance included Interim CAO Brian Smith, Solicitor Geoff Muttart, Director of Planning Beverly Gentleman, Director of Finance Debra Crowell, Director of Engineering and Public Works David Bell, Director of Parks and Recreation Rachel Bedingfield, Police Chief Julia Cecchetto, IT Manager Jason Bethune and Recording Secretary Jennifer West.

### REGRETS

### 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 September 14, 2020 be approved with the following additions**

- Addition – 5.e.2, Federation of Canadian Municipalities funding for asset management
- Addition – 5.f.3, Returning Officers Report
- Addition – 7.f Correspondence, Thomas

### MOTION CARRIED

### 3. APPROVAL OF THE MINUTES

**(a) Minutes of Special Council meeting on March 9, 2020**

**It was moved that the minutes of the Special Council meeting on March 9, 2020 be approved as distributed.**

- Councillor Maxwell was not present during this meeting. Councillor Maxwell indicates that she would like some comments removed from the minutes. The Chair indicates that these cannot be removed. Councillor Maxwell objects to the statements that she made inappropriate comments.
- Councillor Maxwell objects to the motion to approve these minutes.

#### **RECOMMENDATION TO COUNCIL**

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

**That Council approve the minutes for the meeting of Council on March 9, 2020.**

#### **MOTION CARRIED**

*Councillors who voted in favour of this motion:*

*Andrew, Bolland, Gerrard, Pulsifer, Savage and Snow*

*Councillors who voted against this motion:*

*Maxwell*

#### **(b) Minutes of Council meeting on July 27, 2020**

- Regarding 7b, Covid-19 Reports, clarification that the report was removed during the meeting and not before the meeting.

#### **(c) Minutes of Emergency Council meeting on July 30, 2020**

#### **(d) Minutes of Emergency Council meeting on August 6, 2020**

#### **(e) Minutes of Emergency Council meeting on August 7, 2020**

#### **(f) Minutes of Emergency Council meeting on August 12, 2020**

#### **(g) Minutes of Emergency Council meeting on September 8, 2020**

#### **RECOMMENDATION TO COUNCIL**

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

**That Council approve the attached minutes (b) to (g) as distributed.**

#### **MOTION CARRIED**

*Councillors who voted in favour of this motion:*

*Andrew, Bolland, Gerrard, Maxwell, Pulsifer, Savage and Snow*

## **4. PRESENTATION**

### **(a) Stonemount Properties**

Andrew Amos, Senior Partner and Ian Boyd, Chief Financial Officer, with Catalyst Consulting Engineers, gave a presentation about the proposed seniors living complex by Stonemount Properties adjacent to the Kentville Business Park.

*Presentation available*

- **Points of Discussion**

- Will parking be available to residents as well as guests to the facilities (Gym, salon, theatre)? Some spaces will be dedicated to residents, and others will be open to guests.
- What are the issues that staff are concerned with for this property? It does not conform to the MPS. The space is dedicated to larger commercial uses. Moving forward with this project would require significant discussion and rezoning.
- What is the range of rent prices for these units? There are several suite sizes, including meals and amenities, rent is around \$2000/month.
- Why is highway access important? Residents want to be connected and be in walking distance of amenities, and want to be close to highway for friends and family visiting.
- Is there an age restriction for this facility? No.
- Have tried to purchase other properties in Kentville but can't proceed with a transaction in other locations. This is a great location and has a good landscape and access for development.
- Does the developer have any traffic or location concerns? There are many reasons for this site being appropriate.
- Shylah Drive as an access point for this facility may have some concerns. If traffic studies indicate that there are issues they will be addressed appropriately.

#### **(b) Kings Regional Emergency Management Organization – Proposed Wildfire Plan**

Dan Stovel, Coordinator with Kings Regional Emergency Management Organization, gave a presentation about the proposed emergency wildfire plan and procedures for municipal units within Kings County.

*Presentation available*

- **Points of Discussion**
  - Support for Kings REMO plans and planning.

## **5. DEPARTMENT REPORTS AND RECOMMENDATIONS**

### **(a) Finance**

#### **(1) Director's Report**

ICAO Smith received the report for the period ending August 31, 2020.

*See report for more information*

- Points of Discussion:
  - Regarding the deficit of the sanitary sewers, is this just the Kentville portion? This is only the area service for the Town.
  - Why is equipment capital above budget? This is a transportation budget- instead of selling two trucks they were kept in the fleet to promote social distancing of staff.
  - Schedule H refers to the funding owed by the County. The largest outstanding issue is with sanitary sewers. The Town has been receiving payment for water and recreation. The CAOs of Kentville and the County are still working on this issue.

#### **(2) Debenture Refinance – Kentville Police Service Building**

Director Crowell presented her report on the proposed debenture refinancing for the Kentville Police Service building. This resolution will extend the debenture for this building to 5 years, when it will be completely paid off.

*See report for more information*

**RECOMMENDATION TO COUNCIL**

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

**That Council approve the pre-approval of Debenture Issuance to refinance the Town of Kentville Police Station in the amount of \$300,000. After ratification it be signed and forwarded to the Nova Scotia Municipal Finance Corporation.**

**MOTION CARRIED**

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

**(3) Withdrawal – Operating Reserve**

Director Crowell presented her report on the proposed withdrawal from operating reserves to cover the cost of retroactive remuneration associated with APA collective agreement.

*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 withdrawal from the Town of Kentville Operating Reserve 2020/2021 in the amount of \$47,578 to offset retroactive pay associated with the settlement of the 2020 APA collective agreement.**

**MOTION CARRIED**

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

**(b) Planning and Development**

**(1) Director's Report**

ICAO Smith received the Planning report for July and August 2020.

*See report for more information*

- Points of Discussion:
  - Readjustment of the property line near the cemetery caused a small change in the construction of the final building at Parsons Green.
  - Are there concerns about the density of the development at the Parsons Green site? The calculations from the Land Use Bylaw allow this development to proceed.
  - What is the status of the Mentoring Plus event? Is this open to the public? Will give council this information after the meeting.
  - The permits issued have been very well done this year during the pandemic.

**(2) Community Economic Development Coordinator's Report**

ICAO Smith received the CEDC report for July and August 2020.

*See report for more information*

- Points of Discussion:
  - The Centre Square Activation Project has been very successful.

**(c) Parks and Recreation**

**(1) Director's Report**

ICAO Smith received the Parks and Recreation report for July and August 2020.

*See report for more information*

- Points of Discussion:
  - Construction of the gazebo at Oakdene Park is proceeding, and should be completed by winter. The playground upgrade at KCA is not likely to be completed before winter due to delivery delays caused by Covid.
  - Development of the dog park is underway and requires some outreach to adjacent land owners.
  - What is the plan for the outside exercise programs? The fitness classes will likely be moved indoors at a later time.

**(d) Police**

**(1) Police Commission Report**

ICAO Smith received the Police Commission report for July and August 2020.

*See report for more information*

- Points of Discussion:
  - Congratulations on Chief Cecchetto's 30 year service medal.

**(e) Engineering and Public Works**

**(1) Director's Report**

ICAO Smith received the Engineering and Public Works report for July and August 2020.

*See report for more information*

- Points of Discussion:
  - Where will the sidewalk on Prospect begin and end? It will extend from Aliant to Church avenue.
  - The Main and Park street sidewalks, will they extend to Bonavista? Yes.
  - What is the small blue pipe running along Park St? This is temporary above ground water for Condon ave.
  - Good to see curbing and sidewalk going up to Bonavista.
  - Will the new bridge lights use older technology of buried sensors? Yes.

**(2) Asset Management Grant through the Federation of Canadian Municipalities**

Director Bell presented the Asset Management funding proposal for a Federation of Canadian Municipalities (FCM) grant. The Atlantic Infrastructure Management Network is helping municipalities prepare grant applications for FCM funding. Kentville is applying for funding with Oxford and Middleton, and the Town's share of the project is \$5,450.

*See report for more information*

#### **RECOMMENDATION TO COUNCIL**

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

**That Council approve a resolution to support the asset management inventory funding from the FCM, and further that Council approve the allocation of \$5,450 to support the Town of Kentville's share of the asset management funding, and further that Council approve the addition the addition of \$5,450 to the 2021-2022 Capital Budget.**

#### **AMENDMENT**

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

**That Council approve a resolution to support the Asset Management inventory funding from the Federation of Canadian Municipalities (FCM), and further that Council pre approve the allocation of \$5,450 to support the Town of Kentville's share of the asset management funding, and further that Council pre approve the addition of \$5,450 to the 2021-2022 Capital Budget.**

#### **MOTION CARRIED**

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

#### **(f) Administration**

##### **(1) Communication Report**

ICAO Smith received the Communications report for July and August 2020.

*See report for more information*

##### **(2) Chief Administrative Officer's Report**

ICAO Smith presented his report for August 2020.

*See report for more information*

##### **(3) Returning Officer's Report**

ICAO Smith received the Returning Officer's report for August 2020.

*See report for more information*

It was moved by Councillor Lynn Pulsifer and seconded by Councillor John Andrew

**That the reports from the directors be received by Council.**

#### **MOTION CARRIED**

Councillors who voted in favour of this motion:

Andrew, Bolland, Gerrard, Maxwell, Pulsifer, Savage and Snow

## 6. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

### (a) Report on Public Art Project – Jamie Peerless

ICAO Smith gave a verbal update on this project – currently it is not cost effective to create a mural on the east wall of the recreation centre.

## 7. CORRESPONDENCE

### (a) Municipality of the County of Kings – August 11, 2020

Vicki Brooke, Policy Analyst for the County of Kings, wrote to share news about a policy to fund school food programs across Kings County including schools within the Town of Kentville.

*Letter available*

### (b) Municipal Affairs and Housing – July 28, 2020

Minister Chuck Porter wrote to advise that the province will contribute \$9,520 toward the Centre Square Activation Project.

*Letter available*

### (c) Municipal Affairs and Housing – July 28, 2020

Minister Chuck Porter wrote to advise that the province will contribute \$12,750 toward the Kentville Gateway Project.

*Letter available*

### (d) Kentville Historical Society – August 11, 2020

Stephen Pearl, Co-chairman of the Kentville Historical Society, wrote to thank Council for the contribution of \$2,000 to this organization.

*Letter available*

### (e) Breanna Hall – July 28, 2020

Breanna Hall, Physician Community Navigator, wrote to introduce herself as she is new to this position.

*Letter available*

### (f) Sherri and Peter Thomas – September 11, 2020

Mr. and Mrs. Thomas wrote to express concern about paying taxes to the Town but not receiving services. They suggest releasing their address and those of their neighbours, to the County of Kings.

*Letter available*

- **Points of Discussion**

- This is a boundary issue that requires consulting with the Utility and Review Board. The Department of Transportation and Infrastructure Renewal confirm that the road at this address are provincial.
- Staff will continue to work on this issue.

## 8. NEW BUSINESS

### (a) Kings Regional Emergency Management Organization

Mayor Snow reviewed the presentation by Dan Stovel regarding the Kings REMO proposed plan in the event of a wildfire in the region.

*Report available*

#### RECOMMENDATION TO COUNCIL

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

**That Council approve the Kings Regional Emergency Management Support Plan dated March 2020 – Wildfire Preparedness and Response Plan, dated March 2020, from the Kings Regional Emergency Management Organization.**

#### 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 Cate Savage and seconded by Councillor John Andrew

**That Council proceed to a closed session at 5:50 pm to discuss a legal matter.**

#### MOTION CARRIED

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

It was moved by Councillor Eric Bolland and seconded by Councillor Lynn Pulsifer

**That Council return to open session at 6:17 pm**

#### MOTION CARRIED

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

## 10. ADJOURNMENT

It was moved

**That the September 14, 2020 meeting of Council be adjourned at 6:19 p.m.**

**MOTION CARRIED**