

Approved October 29th, 2018

KENTVILLE TOWN COUNCIL

MINUTES

September 24th, 2018

PRESENT

Mayor Sandra Snow, Councillor Eric Bolland, Councillor Cate Savage, Councillor John Andrew, Councillor Craig Gerrard, Deputy Mayor Lynn Pulsifer, Councillor Cathy Maxwell, CAO Mark Phillips, and Solicitor Geoff Muttart.

CONFLICT OF INTEREST

Deputy Mayor Lynn Pulsifer declared a *conflict of interest* with *4.b. Kentville Historical Society*

CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 7:10 p.m., and CAO Mark Phillips reported that all Council members were in attendance, along with Town Solicitor Geoff Muttart, Recording Secretary Patricia Gourley and himself, CAO.

Also, in the audience was Director Bev Gentleman and the Kentville Under 11 Atlantic Baseball Champions.

APPROVAL OF THE AGENDA

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

that the agenda of September 24th, 2018 be approved with the addition of:

- I. 9. a. Legal - Receivables
- II. 9.b. Land – Offer of Sale

MOTION CARRIED

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

PRESENTATION OF CERTIFICATES

(a) Under 11 Atlantic Champions

At this time Mayor Sandra Snow presented certificates to the Kentville baseball players and their coaches for winning the 2018 11U AA Nova Scotia Provincial Championship as well as the 2018 11U AA Atlantic Canadian Championship.

APPROVAL OF THE MINUTES

(a) Council Meeting Minutes – July 30th, 2018

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

that the Council Meeting minutes of July 30th, 2018 be approved

MOTION CARRIED

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

(b) Special Council Meeting Minutes – September 11th, 2018

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

that the Special Council Meeting minutes of September 11th, 2018 be approved

MOTION CARRIED

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

(c) Public Hearing Minutes – September 11th, 2018

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

that the Public Hearing Meeting minutes of September 11th, 2018 be approved with spelling corrections

MOTION CARRIED

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

**BUSINESS ARISING
FROM THE MINUTES/
UNFINISHED
BUSINESS**

(a) Second Reading – Municipal Planning Strategy

a. Staff Update

Director Bev Gentleman presented a quick synopsis to Council and noted:

- At the Public Information Meeting held in July 2018, only two members of the public attended;
- There were no recommended changes to the draft documents resulting from the Public Participating Meeting;
- Council held First Reading of the Municipal Planning Strategy and Land Use Bylaw on July 30th, 2018;
- A Public Hearing had been held on September 11th, 2018.

Director Gentleman provided Council with a few options to consider:

- Approve the planning documents as submitted;
- Approve the planning documents with amendments;

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- Table the documents to allow Council additional time to review.

Points from Discussion

- Council needs to listen to our citizens and make some changes as requested, and bring back a revised MPS to Council;
- Would like to see this document tonight passed; with some amendments to this around some of the zoning and signage parts;
- Good documents but there were valid points raised by the public. We need to take more time to review the issues brought forth by our citizens;
- This is a living document – with ongoing review and changes over time.

Therefore, it was moved by Councillor John Andrew and seconded by Deputy Mayor Lynn Pulsifer

that Council approve Second Reading of the MPS and LUB Document with a return to staff of the MacDougall Heights, Prospect Street as well as the signage issue

Solicitor Muttart stated at this time that:

- Council needs to be very specific about which policies would not be included in the resolution;
- The above motion has a potential for substantive changes to this document;
- Staff would have to go back and have another public hearing on the revised information.

Director Gentleman stated that:

- The two properties in question in MacDougall Heights can be identified by PID numbers;
- The issues regarding Prospect Avenue and the signage would not be considered substantive changes;
- Director Gentleman recommended to keep the two properties in MacDougall Heights as RF, keeping the existing zone on the properties, and move the document ahead otherwise.

Solicitor Geoff Muttart noted that if the properties in MacDougall Heights stay RF and if in the policy the RF will be changing he does consider that a substantive change and recommend that this go back to staff with potential for another public hearing.

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Therefore, it was moved by Councillor Eric Bolland and seconded by Deputy Mayor Lynn Pulsifer

that the MPS and LUB along with the three items which have come before Council tonight as having issue, be referred back to staff

After further information received from Solicitor Muttart this motion was amended to read:

Therefore, it was moved by Councillor Cathy Maxwell and seconded by Councillor Eric Bolland

that Council table Second Reading until the next meeting of Council October 29th, 2018

And Further

that Council send the MPS and LUB documents back to staff to provide recommendations at the next meeting of CAC October 09th, 2018

MOTION CARRIED

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

b. Summary of Correspondence

CAO Phillips reviewed the correspondence that has been received to date.

At this time 7:45 p.m., Deputy Mayor Lynn Pulsifer left the Council table.

(b) Kentville Historical Society – Referred from July 2018 Council Meeting

a. Staff Report – Kentville and Kings Historical Societies Opportunities for Collaboration

CAO Mark Phillips reported that at the July 30th Council meeting the agenda item 4.c. Kentville Historical Society request had been referred to tonight's meeting. Some highlights from this report were:

- The request for funding had been deferred back to staff to explore the possible areas of collaboration which may

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influence Council's decision;

- Separate meetings were held with the Kings Historical Society (Kings HS) representative, Kelly Bourassa and the Kentville Historical Society (Kentville HS) representative Eric Deal to explore and revisit the current directions of both societies;
- After discussions, it remained clear that independent space is a foundational priority for both groups;
- It is my opinion that both groups have expressed the desire and spirit to support each other's programs and to collaborate when possible.

b. Summary of Correspondence

CAO Mark Phillips reviewed the correspondence received, recorded and noted it was there for review.

At this time CAO Phillips noted from his report update:

- Staff await a decision from Council on the matter of providing space to Kentville Historical Society at the former AVCC Building/Train Station;
- Does Council wish to support the KHS request for space at the former AVCC Building/Train Station?
- If Council supports, the request for space by the KHS what is the option or form of support that Council wishes to extend to this group? *(This item should be discussed in-camera as it relates to land or legal discussions associated with a lease, sale or donation of property.)*

At this time, Mayor Snow stated that there was a motion on the floor from the July Council Meeting that had been moved and seconded, was there any discussion?

Councillor Cathy Maxwell requested that the motion be re-read.

Mayor Snow reported that the motion which had been moved by Councillor Eric Bolland and seconded by Councillor Cathy Maxwell was to support the Kentville Historical Society.

Councillor Maxwell recalled that she had presented a motion to Council at the July meeting which stated that Council grant the KHS request in full and provide building, maintenance and utilities to Kentville Historical Society until the end of this political term 2020. As this was not the information recorded in the minutes Councillor Maxwell stated that the Council minutes of July 30th, 2018 were incorrect.

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Solicitor Muttart stated that the motion from July 30th was a referral of the motion to this meeting and Council now must have a new motion either to support the request or no – if nobody puts a motion forward it will just die. This is not a change to the old motion; the old motion was a referral for a decision but not a motion on the floor for a decision.

Therefore, it was moved by Councillor Cathy Maxwell and seconded by Councillor John Andrew

that Council grant the request in full and provide for the building, maintenance and utilities to the Kentville Historical Society until the end of this political term

MOTION CARRIED

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

Points from Discussion:

- This will provide the KHS with a two-year time line;
- I like the spirit of the motion as we try to build Kentville as a destination place, as with our Art Gallery and the Cornwallis Inn, this will only add to it;
- Correspondence received was very helpful in the decision-making process;
- Museums in NS do not make money or even breakeven;
- It is hard to solicit membership or sponsorship if you do not have a home in which you are going to operate.

This motion was moved to the In-Camera session to discuss terms of lease.

At 8:10 p.m. Councillor Eric Bolland excused himself from the remainder of the Council meeting and Deputy Mayor Lynn Pulsifer returned to the Council table.

RECOMMENDATIONS AND REPORTS

(a) Council Advisory Committee – Councillor Craig Gerrard (1) REMO Comfort Centre Policy

Councillor Craig Gerrard reported that at the September 10th, 2018 meeting of Council Advisory Committee, CAO Phillips reported that in the Spring of 2018:

- The municipal units of Berwick, Kentville, Wolfville and Kings signed the Regional Emergency Management Organization (REMO) Intermunicipal Services Agreement;
- As part of this agreement, REMO staff have been identifying any gaps or overlapping policies around

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emergency management procedures;

- REMO Coordinator Dan Stovel had prepared a draft policy around comfort centres and emergency shelters that will make actions associated with these temporary facilities clear and consistent between the partner municipal units.

Therefore, it was moved by Councillor Craig Gerrard and seconded by Councillor Cate Savage

**that Council adopt the draft policy on Comfort Centres/
Emergency Shelters with the removal of reference to
the Kentville Fire Hall and Department**

MOTION CARRIED

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

(2) TBR- Capital Projects Resolution

Councillor Craig Gerrard reported that at the September 10th, 2018 meeting of Council Advisory Committee, Director Debra Crowell reported to Council that a temporary borrowing resolution, related to the Town's 2018/2019 capital program, requires authorization before being forwarded to the Minister for Department of Municipal Affairs for ministerial consent.

Therefore, it was moved by Councillor Craig Gerrard and seconded by Councillor Caty Maxwell

**that Council authorize the temporary borrowing resolution
noted below**

<u>ISSUE</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
TBR 18/19-01	Various purposes	\$1,089,400

MOTION CARRIED

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

(3) Valley Waste 2018 Line of Credit

Councillor Craig Gerrard reported that at the September 10th, 2018 meeting of Council Advisory Committee, CAO Mark Phillips discussed the request for the Line of Credit and noted that:

- With the recent withdrawal of the Municipality of the

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County of Annapolis from VWRM a financial shortfall occurs which needs to be absorbed by the remaining members of the Authority;

- As part of this process, each municipality must guarantee their proportional share of a line of credit for \$1,000,000;
- The Town of Kentville's cost share was calculated to be \$99,500.

Therefore, it was moved by Councillor Craig Gerrard and seconded by Councillor John Andrew

that Council approve the Town of Kentville's calculated share of the line of credit as \$99,500

MOTION CARRIED

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

(4) Valley Waste 2018 Spring Debenture

Councillor Craig Gerrard reported that at the September 10th, 2018 meeting of Council Advisory Committee, CAO Mark Phillips discussed that Valley Waste did not receive the Spring debenture funding and this cost must also be distributed among the remaining municipal partners;

- Valley Waste requests that the partners provide guarantees on the debenture based on their current proportional shares.

Therefore, it was moved by Councillor Craig Gerrard and seconded by Councillor Cate Savage

that Council agree to guarantee the Spring 2018 Debenture based on the proportional share for Kentville, "on a without prejudice basis" of \$58,340

MOTION CARRIED

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

(b) Councillor Reports:

Councillor Andrew

Some of the highlights from Councillor John Andrew's report were:

- Attended the MPS/LUB Review on September 11th, 2018;

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- On September 13th a dinner meeting was held with delegates from Castel di Sangro, Italy and representatives of the West Nova Scotia Regiment;
- Fire alarm report was there for review.

Councillor Savage

Some of the highlights from Councillor Cate Savage's report were:

- Attended the meeting of Diversity Kings County on September 05th;
- Investment Advisory Committee met on September 12th;
- The opening of the Hardware Gallery was held on August 09th.

Councillor Bolland

Some of the highlights from Councillor Eric Bolland's report were:

- VWRM meetings were held on August 22nd, 31st and September 10th regarding the on-going adjustments discussions regarding Annapolis County;
- Attended the Quest Canada Community planning workshop in Chester Basin on September 5th.

Councillor Maxwell

Some of the highlights from Councillor Cathy Maxwell's report were:

- Attended an AVTC meeting on September 20th;
- In August the Canada Cup Event took place as well as the Marlins Swim Meet and Yoga Fest;
- On August 21st Active Transportation Funding was announced.

Deputy Mayor Pulsifer

Some of the highlights from Deputy Mayor Lynn Pulsifer's report were:

- Attended the Source Water Protection Advisory Group meeting on September 05th;
- The Annapolis Valley Regional Library Board was held in Berwick on September 13th;
- On September 12th, an emergency meeting was held of the Kings Point-to-Point board.

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Councillor Gerrard

Some of the highlights from Councillor Craig Gerrard's report were:

- At the August 31st meeting of VWRM, Annapolis County was asked to leave the table because of the ongoing dispute over contracts;
- On September 13th and 14th there was a meeting of the NSCPA/NSAPG regarding the policy around legalization of cannabis and employees' protocol;
- Volunteered at the Multicultural Fair which had been held on August 26th.

(c) Mayors Report:

Mayor Sandra Snow's reported to Council and some of the highlights from her report were:

- On July 26st a meeting had been held with Mayor Muttart, Kings CAO, Finance Director and Engineer with regards to outstanding receivables;
- The Kentville Source Water Protection Advisory Group met on September 05th;
- Attended the September 12th meeting of the Investment Committee;
- On September 14th Mayor Snow hosted a breakfast for a small delegation visiting from Italy along with delegates from the West Nova Scotia Regiment.

Therefore, it was moved by Councillor John Andrew and seconded by Deputy Mayor Lynn Pulsifer

that the reports from Council and Mayor be accepted as presented

MOTION CARRIED

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

Full reports are attached as well as each councillors and Mayor's financial statements.

CORRESPONDENCE

(a) Executive, Canadian Federation of Independent Business – Municipal Red Tape Challenge – September 14th, 2018

CAO Mark Phillips read the letter received from CFIB noting the 10th Anniversary of CFIB's annual Red Tape Awareness Week campaign.

**(b) Michela D'Amico- Greeting from Castel di Sangro –
September 6th, 2018**

Mayor Sandra Snow noted that she had taken, as a gift exchange to Castel di Sangro, Italy, the Pumpkin People Books. One of the council members from Castel di Sangro is a school teacher and she had her students draw and tell a story about what our Pumpkin People would do if they came to Castel di Sangro. Our IT person put their stories and drawings together in a video which was posted to Facebook.

**(c) Karen Mattatall – Rural Health Care Working Group –
September 2018**

CAO Phillips reported on the letter received from Karen Mattatall, Chair, Rural NS Health Care Working Group. She would like to invite all municipal units to get involved by joining this group.

<https://www.facebook.com/SaveOurRuralHealthcare/>

All correspondence is attached

NEW BUSINESS

**(a) Plans for Municipal Awareness Week – November 19th –
23rd, 2018**

Mayor Snow reminded Council that Municipal Awareness Week is from November 19th – 23rd.

PUBLIC COMMENTS

(a) Dr. Dave LaPierre – Kentville

- Noted that support for Shelbourne's Rural Health Care Working Group is an important cause;
- Invited council members to visit his property before they make any final decisions on the MPS and LUB revisions as the town needs to support a community made up of all backgrounds.

(b) Father John – St. James Church

- Passed along an invitation to council to join in their annual apple pie fund raiser;
- Noted his support for Dr LaPierre's plans for his property on Prospect Street.

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

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that Council move into a closed session at 9:00 p.m. to discuss:

- (a) Land – Offer to Purchase**
- (b) Lease – Kentville Historical Society**
- (c) Legal – Receivables**

MOTION CARRIED

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

Only Council, CAO and Solicitor Muttart remained in Chambers at this time.

IN CAMERA

- (a) Land – Offer to Purchase**
- (b) Lease – Kentville Historical Society**
- (c) Legal – Receivables**

CONFLICT OF INTEREST

Deputy Mayor Lynn Pulsifer declared a *Conflict of Interest* with item *b. Kentville Historical Society*. She excused herself from the chambers for that discussion.

PROCEDURAL NOTE

Solicitor Geoff Muttart excused himself from the chambers for the discussion of item *c. Receivables* because he is not the assigned legal counsel.

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

that Council return to open session at 10:35 p.m.

MOTION CARRIED

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

ADJOURNMENT

As there was no further business to discuss, it was moved by Councillor Cate Savage and seconded by Councillor Craig Gerrard

that the Council meeting adjourn

MOTION CARRIED
Adjourned at 10:40 p.m.

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