

TOWN OF KENTVILLE

KENTVILLE TOWN COUNCIL

November 26th, 2018

Approved

NOTE FROM THE CHAIR

The chair announced that council will be voting by paper ballot and the chair will also be voting. Councillors will be providing their opinion and intent for voting on the question. The CAO will count ballots and the chair will report on the result. All members of council support this initiative.

PRESENT

Mayor Sandra Snow, Deputy Mayor Cate Savage, Councillor John Andrew, Councillor Eric Bolland, Councillor Craig Gerrard, Councillor Cathy Maxwell, Councillor Lynn Pulsifer. Staff present included Solicitor Geoff Muttart, Chief Administrative Officer (CAO) Mark Phillips and Recording Secretary Jennifer West.

DECLARATIONS OF CONFLICT OF INTEREST

Councillor Lynn Pulsifer 5.a.4. Kentville Historical Society Lease Agreement

Deputy Mayor Cate Savage 5.a.5. Landmark East Request

1. CALL TO ORDER AND ROLL CALL

Mayor Sandra Snow called the meeting to order at 7:05 p.m., and CAO Phillips reported that all members of Council were present, ~~in addition to all department heads~~ and Solicitor Geoff Muttart.

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 by Deputy Mayor Savage and seconded by Councillor Andrew

That the agenda of November 26th, 2018 be approved with the following additions:

- **Change: 5.a.4 Recommendation for Kentville Historical Society Lease Agreement agenda item should first go to a closed session to discuss a land issue, before the motion is presented in a public session.**
- **Addition: 7.a Policy statement G70 meeting policy**

MOTION CARRIED

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

3. APPROVAL OF THE MINUTES

(a) Minutes of Council meeting on October 29th, 2018

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

That the minutes of October 29th, 2018 be approved as circulated

MOTION CARRIED

(b) Minutes of the public hearing on November 21st, 2018

It was moved by Deputy Mayor Savage and seconded by Councillor Bolland
That the minutes of October 29th, 2018 be approved as circulated

MOTION CARRIED

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

4. BUSINESS ARISING FROM THE MINUTES / UNFINISHED BUSINESS

(a) 2nd Reading – Municipal Planning Strategy and Land Use Bylaw

Director Gentleman presented the report on the site-specific amendment to the Municipal Planning Strategy and Land Use Bylaw.

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Pulsifer
That council proceed with 2nd reading

MOTION CARRIED

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

Report available

- Points of Discussion:
 - Through this review, Kentville has identified a number of issues including properties, streets, active transportation. We found that we needed to provide more opportunities for residential growth. Some property owners were identified as potential for “upzoning” and were discussed separately.
 - It is the Town’s policy for a property owner to apply for a rezoning and also present a vision of their development. In this case, there is no proposal but the rezoning is through the review of the MPS.
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5. REPORTS AND RECOMMENDATIONS

(a) Council Advisory Committee

Councillor Maxwell presented the following recommendations from the Council Advisory Committee:

(1) Recommendation – Council committee appointments

At the November 13th meeting of the Council Advisory Committee, council reviewed the list of council appointments to committees and boards for the 2018-2019 term.

Report available

RECOMMENDATION TO COUNCIL

It was moved by Councillor Maxwell and seconded by Deputy Mayor Savage
That council appointments adhere to the attached list.

And further,

that council reappoint committee chairs as shown on the attached list.

MOTION CARRIED

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

(2) Recommendation – Council remuneration and policy revision

At the November 13th, 2018 meeting of Council Advisory Committee, council discussed the impacts of the change in federal legislation relating to a tax exemption for municipal elected officials. The Federation of Canadian Municipalities and the Nova Scotia Federation of Municipalities recommended that municipal units compensate officials for this reduction in remuneration through a salary increase – one of three options for municipalities across Canada.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Maxwell and seconded by Councillor Bolland

That council fully compensate the salary increase, commensurate with the Nova Scotia Federation of Municipalities and Federation of Canadian Municipalities recommended compensation model, in response to the elimination of the 1/3 tax exemption

and further

amend Policy Statement G5 “Council Remuneration and Benefits”

MOTION CARRIED

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

Report available

(3) Recommendation – Kings County Regional Emergency Management Organization emergency plan

At the November 13th, 2018 meeting of Council Advisory Committee, council heard a presentation about the benefits of a unified emergency management plan for all municipalities in the Kings County region. Although municipalities are mandated to have emergency management plans, a single plan that is approved by all partners of the Kings County Emergency Management Organization will increase response time and effectiveness during an emergency.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Maxwell and seconded by Councillor Andrew

That council adopt the Kings County, Regional Emergency Management Organization September 2018 Regional Emergency Management Plan.

MOTION CARRIED

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

Report available

Note: Agenda item 5.a.4 was discussed in-camera at the end of the meeting, and was followed by a public session.

7:25pm Deputy Mayor Savage stepped away from her chair due to a conflict of interest

(5) Recommendation – Landmark East request for funding

Landmark East is currently raising money for a capital campaign for a new structure on their property. At the November 13th, 2018 meeting of Council Advisory Committee, council reviewed the application by Landmark East School for a grant of \$25,000.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Maxwell and seconded by Councillor Gerrard

That the request for \$25,000 by Landmark East be considered during deliberations for the 2019-2020 budget.

MOTION CARRIED

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

Report available

7:28pm Deputy Mayor Savage returned to her chair

(6) Recommendation – Policy Statement G57 revision

At the November 13th, 2018 meeting of Council Advisory Committee, Mayor Snow presented a revised policy for committees of council which included code of conduct, appointments, terms and processes.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Maxwell and seconded by Councillor Gerrard

That council approve the revised Policy Statement G57 “Committees of Council”

**and further
that council repeal Policy Statement 1B “Kentville Water Commission Board Members”**

**and further
that council repeal Policy Statement G6 “Non-Council Honourariums”**

MOTION CARRIED

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

Report available

(7) Recommendation - Uncommon Common Art request for funding

At the November 13th, 2018 meeting of Council Advisory Committee, council heard a presentation about the ongoing activities and success of the group Uncommon Common Art. The group also made a request to support their upcoming 2019 season of activities and exhibits, with an additional request that funding be secured by February 2019 to allow for planning.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Maxwell and seconded by Deputy Mayor Savage

That council support the request for \$5,000 from Uncommon Common Art from the 2019-2020 budget

MOTION DEFEATED

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

Report available

- Points for Discussion:
 - This will pre-commit 25% of our budget, in addition to prior commitment to the Credit Union Recreation Complex, bringing the amount to 35%.
 - This application is 2.5 times larger than our allotted grant amount.
 - How to determine the amount of funds that we allot for grants? This is determined annually and is based on past practice. Council has authority to adjust this budget amount.
 - It is possible for council to request a raise in this budget, but it would impact some other part of the budget.
 - What can we allot per annum for grants? Has it ever been higher in previous years? There have been cases of higher amounts, for example for the hospice project and the recreation complex.
 - Even though the grant budget is \$22,000, what we actually grant is usually more than that due to time and need.
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(b) Councillor's Reports

(1) Councillor John Andrew

Councillor Andrew presented his report on his activities over the past month, and made a statement about the upcoming year:

- Statement Highlights:
 - Will not claim a conflict of interest with regards to the Open Arms project until the process and standards are clarified.
 - With the property purchase came great hope for a new housing model in the Town.

- Did not expect so much opposition to the project.
- Special attention was given to this project and staff mistakes will be dealt with separately.

Report available

(2) Deputy Mayor Cate Savage

Deputy Mayor Savage presented her report on her activities over the past month, and made a statement about the upcoming year:

- Statement Highlights:
 - Would like to see more residential properties close to the downtown area, especially in old KCA land.
 - Would like to use the downtown more, showcase events.
 - Regarding council's decision wheel- continue to use that to make successful choices. Municipal government can be messy but this wheel can keep things on track.
 - Love being a councillor- everyone brings different strengths and abilities to council.

Report available

(3) Councillor Eric Bolland

Councillor Bolland presented his report on his activities over the past month, and made a statement about the upcoming year:

- Statement Highlights:
 - Would like to work on sustainability and green initiatives. Kentville used to be a champion of this and we can still make good changes. Review of the PACE bylaw for residents. Some colleagues have talked about solar panels for the pool to bring down costs.
 - Would like to find a home for the digital sign. Need more publicity for what is going on in town.
 - Will continue to work hard for a fair and reasonable tax rate.

Report available

(4) Councillor Cathy Maxwell

Councillor Maxwell presented her report on her activities over the past month, and made a statement about the upcoming year:

- Statement Highlights:
 - Would like to continue to improve sidewalks and curbing downtown and beyond, to increase active transportation initiatives.
 - Would like to make a plan for social housing to be spread throughout the town.
 - She is honoured to serve the people and looks forward for two more years.

Report available

(5) Councillor Lynn Pulsifer

Councillor Pulsifer presented her report on her activities over the past month, and made a statement about the upcoming year:

- Statement Highlights:

- Would like to see more sidewalk connections, new outdoor signage at the library, more directional signage for the library, more green space development downtown, more town hall meetings.
- She is looking forward to serving the people in the coming year.

Report available

(6) Councillor Craig Gerrard

Councillor Gerrard presented his report on his activities over the past month, and made a statement about the upcoming year:

- Statement Highlights:
 - Stands by everything he has done and written in the first term. He makes decisions that are in the best interest of Kentville.

Report available

(c) Mayor Sandra Snow

Mayor Snow presented her report on her activities over the past month, and made a statement about the upcoming year:

- Statement Highlights:
 - She is proud of the town and the residents.
 - Elected officials are here by residents' pleasure, and she accepts the fiduciary responsibility.
 - Would like to focus on a green plan with achievable goals including solar energy.
 - Would like to see the revitalization of centre square- when it is closed for parking, folks love to come for events.

Report available

RECOMMENDATION TO COUNCIL

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

that the reports from Council and the Mayor be accepted as presented

MOTION CARRIED

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

6. CORRESPONDENCE

(a) Cynthia Black – Concerns about curbing – October 30, 2018

CAO Phillips read a letter from a resident who wants to see action in Orchard Heights regarding streets, curbs and underlying infrastructure.

- Points for Discussion
 - Need to consider upgrades in this community during budget deliberations. This community was not part of budget consideration in past years.
 - This council did send letters to utilities with some response and positive feedback. Staff will continue to pursue this. The Town has had issues with asphalt curbs in this area. We expect to prioritize this area in the coming years.

(b) Valley Hospice Foundation – letter of acknowledgement – November 2018

CAO Phillips read a letter from the Valley Hospice Foundation updating council on their campaign.

(c) Town of Shelburne – Central Dispatch for Fire Services – November 8, 2018

CAO Phillips read a letter from the Town of Shelburne appealing to other municipalities to support a central dispatch.

(d) Update from Property Valuation Services

CAO Phillips read a letter from Property Valuation Services Nova Scotia outlining a new memorandum of understanding with Nova Federation of Municipalities and the Associated of Municipal Administrators, and service level agreements with each municipality.

(e) Annapolis Valley Regional Library

CAO Phillips read a letter from the Annapolis Valley Regional Library outlining concerns about accessibility of the Kentville library due to the condition of the elevator.

- Points of Discussion:
 - There have been some performance issues with the elevator and they are being addressed with the landlord. Staff are satisfied that the building complies with accessibility standards.
 - The elevator does work and does the job, but it doesn't work for large strollers, and is difficult to manoeuvre around.
 - Accessibility grants have been used in the past and continue to be sought each year for different facilities.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Bolland and seconded by Councillor Maxwell

That staff prepare a report for the December CAC to discuss accessibility of the Kentville library, including potential funding sources

MOTION CARRIED

Councillors who voted in favour of this motion:

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

7. NEW BUSINESS

(a) Meeting policy G70

- Mayor Snow proposed a 6-month trial for ballot voting system during council meetings and council advisory committee meetings. Council supports this trial period and voting method.

8. PUBLIC COMMENTS

None

9. IN CAMERA

Councillor Pulsifer left the room at 8:50pm due to a conflict of interest.

RECOMMENDATION TO COUNCIL

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

That council move into a closed session at 8:50pm to discuss: (a) Land – Kentville Historical Society Lease Agreement

MOTION CARRIED

Only Council, CAO Phillips, Solicitor Muttart and Executive Assistant West remained in Chambers at this time.

RECOMMENDATION TO COUNCIL

It was moved by Deputy Mayor Savage and seconded by Councillor Bolland

that council return to open session at 9:00pm

MOTION CARRIED

Councillor Pulsifer returned to the room at 9:01 pm but remained away from her seat due to a conflict of interest.

5. Recommendations and Reports to Council

(a) 4. Kentville Historical Society lease agreement

At the November 13th, 2018 meeting of Council Advisory Committee staff presented the draft lease agreement between the Town of Kentville and the Kentville Historical Society for the town-owned property at 66 Cornwallis Street including maintenance and utility costs.

RECOMMENDATION TO COUNCIL

It was moved by Councillor Maxwell and seconded by Councillor Bolland

That the draft lease agreement for the Kentville Historical Society be approved.

MOTION CARRIED

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

Report available

Councillor Pulsifer returned to her seat at 9:05 pm.

10. ADJOURNMENT

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

that Council Advisory Committee adjourn

MOTION CARRIED

Adjourned at 9:06 p.m.

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

