



**TOWN OF KENTVILLE
COUNCIL ADVISORY COMMITTEE
COVID-19 PROTOCOL**

Meeting Minutes: July 12, 2021

Town Hall, 354 Main Street, Kentville Nova Scotia

This meeting was held in Council Chambers at Town Hall. It was livestreamed on Facebook and posted to YouTube with closed captioning after the meeting.

Mayor Sandra Snow called the meeting to order at 6:15 p.m., and Chief Administrative Officer (CAO) Dan Troke reported the following members of Council and staff were present:

1. PRESENT

Council:

- Mayor Sandra Snow
- Deputy Mayor Cate Savage
- Councillor Craig Gerrard
- Councillor Paula Huntley
- Councillor Cathy Maxwell
- Councillor Gillian Yorke
- Councillor Andrew Zebian

Staff:

- Dan Troke, Chief Administrative Officer
- Rachel Bedingfield, Director of Parks and Recreation
- David Bell, Director of Engineering
- Jason Bethune, IT Manager
- Debra Crowell, Director of Finance
- Beverly Gentleman, Director of Planning
- Geoff Muttart, Solicitor
- Jennifer West, Recording Secretary

REGRETS

None.

DECLARATIONS OF CONFLICT OF INTEREST

None.

Note: "Points from Discussion" below show comments made by individual councillors during debate. They do not necessarily represent the opinion of the group.

2. APPROVAL OF THE AGENDA

It was moved by Councillor Paula Huntley and seconded by Councillor Cathy Maxwell

That the agenda for the Council Advisory Committee meeting of July 12, 2021 be approved with the following addition:

- **6.c Correspondence, Annapolis Valley Regional Library**

3. APPROVAL OF THE MINUTES

(a) Council Advisory Committee, Meeting Minutes, June 14, 2021.

It was moved that the minutes from the Council Advisory Committee meeting held on June 14, 2021 be approved as presented.

MOTION CARRIED

4. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

(1) Directors Report

Director Deb Crowell presented her report for the period ending June 30, 2021. To this date overall revenue exceeds the average at 38%. The overall expenditures are above the benchmark at 26.3%.

- Points of Discussion:
 - How does the summary of taxes collected appear on our records? This is seen as taxes receivable.

See report for more information.

(b) Planning and Development

(1) Director's Report

Director Bev Gentleman reviewed her report for June 2021. Highlights included a building valuation of \$20,768,099 for the year. The report also included project updates about the Parsons Land, Ryan's Park, Miners Landing, the Municipal Planning Strategy and Land Use Planning review, and the River Street lands.

- Points of Discussion:
 - Regarding Ryan's Park- what is the date of completion for this development? There may be a requirement to extend this, Director Gentleman will review this agreement.

See report for more information.

(2) Community Economic Development Coordinator's Report

Mayor Sandra Snow received the report for CEDC Young for June 2021. Highlights include the operation of the Visitor Information Centre, the gateway signs and downtown benches.

See report for more information.

- Points of Discussion:
 - Comments on the Kings Arms public gardens and removal of stone to facilitate this work.

(c) Parks and Recreation

(1) Director's Report

Director Rachel Bedingfield reviewed her report for June 2021. Some of the highlights included opening of facilities, summer program registration, and capital projects.

See report for more information.

- Points of Discussion:
 - Support for the camps through a heat wave and a hurricane, and supporting Landyn's Walk.
 - Support for the Leaders in Training program.
 - Support for the Spike Fund to bring more kids to camp.

(d) Police Report

(1) Chief's Report

Police Commission Chair Craig Gerrard tabled the Police Commission report to Council. Highlights include a selection committee for hiring the new Kentville Police Service Chief (Chief Cecchetto will retire in September).

See report for more information.

(e) Engineering and Public Works

(1) Director's Report

Director Dave Bell presented his report for June 2021. Some of the highlights included the water commission, sanitary sewer, and an update on the Burke Subdivision paving project.

See report for more information.

- Points of Discussion:
 - Does Kentville have liability for sewer issues at the regional facility? No, we are a partner and have oversight but no liability.
 - Update on Burke subdivision traffic and material.

- Director Bedingfield answers questions about the flower baskets.
- Were the residents of Mitchell Avenue contacted regarding an alternative emergency route? Yes staff delivered a survey to residents and received comments, and staff also met personally with some residents.

(f) Administration

(1) Chief Administrative Officer's Report

CAO Troke presented his report for June 2021. Some of the highlights included grants to organizations, accessibility committee and inter municipal service agreements.

- Points of Discussion:
 - Updates on the relationship between the Kentville Historical Society and the Town.
 - Comment about the terms of the agreement for the Kentville Business Community.
 - Is it possible to have a "seasonal projects" page on the website to let residents know about construction? The communication team will explore this idea.
 - North Kings Education Centre is planning their prom and asked for support from the Town and did not receive funding from the Town. The Town has in fact provided significant support for this event. The Town has been very accommodating for this event.

It was moved by Councillor Craig Gerrard and seconded by Councillor Andrew Zebian

That the reports from the directors be accepted as presented.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

5. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) Policy Revision – G57 Committees of Council

Mayor Sandra Snow presented the suggested edits for Policy Statement G57 Committees of Council. This policy will come back to Council in September with amendments that will include the terms for the proposed standing committee for the Inclusion and Access Standing Committee.

(b) Municipal Planning Strategy – Residential Development in the C2 Zone

Director Gentleman presented her report outlining the suggested changes to the Municipal Planning Strategy regarding the Commercial Zone.

See report for more information.

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- Points of Discussion:
 - Comments about the difference between Homes for Special Care which are provincially mandated and assisted living facilities.
 - Comments about communal eating and meals in apartments during pandemics. Meals are often delivered to private rooms.
 - After first and second readings, will the all the amendments be voted on together or separately? Yes that is one option.

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

That Council Advisory Committee Recommend

That Council hold First Reading to the resolution to amend the Municipal Planning Strategy and Land Use Bylaw at the July 26, 2021 meeting of Council, And further to hold a public hearing Wednesday September 16, 2021, at 6:00pm.

MOTION CARRIED

To be brought forward at the July 26, 2021 meeting of Council

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

6. CORRESPONDENCE

(a) Canada Day Resolution – City of Mississauga – June 30, 2021

Mayor Sandra Snow presented the letter and motion from the City of Mississauga for Canada Day, and a statement of support for increased funding from the federal government toward reconciliation associated with the residential school system.

See letter for more information.

(b) Confederacy of Mainland Mi'kmaq's – June 17, 2021

Mayor Sandra Snow presented the letter from the Confederacy of Mainland Mi'kmaq with an outline of services provided by their Electoral Office.

See letter for more information.

(c) Annapolis Valley Regional Library Annual Report – July 12, 2021

Mayor Sandra Snow presented the 2020-2021 annual report from the Annapolis Valley Regional Library.

See letter for more information.

7. NEW BUSINESS

(a) Kentville Inclusion and Access Advisory Committee

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Director Rachel Bedingfield reviewed the report from the Accessibility Advisory Committee outlining the proposed terms of reference for the standing of committee of council for inclusion and access.

See report for more information.

- Points of Discussion:
 - Comments about the terms of current members of the committee on the new standing committee.
 - Comments about the renaming of Cornwallis Street and the task team.
 - Is there compensation available for committee members including specialists on a particular topic for a task team? Yes, part of that engagement will include honorarium for transportation and other issues. **Staff will draft options for accommodating honorariums for ad hoc committees.**
 - Comments about the requirement for committee members to reside in Kentville, and experts who might not reside in Town.

Report available for more information.

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

That Council Advisory Committee Recommend

That Council approve the creation of the Inclusion and Access Advisory Committee as a standing committee of council including the terms of reference of presented, and further that once presented it will be included in the Committees of Council policy.

MOTION CARRIED

To be brought forward at the July 26, 2021 meeting of Council

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

8. PUBLIC COMMENTS

(a) None.

9. IN CAMERA

It was moved by Councillor Andrew Zebian and seconded by Councillor Paula Huntley

That Council move into a closed session at 7:47 pm to discuss confidential matters.

MOTION CARRIED

Councillors who voted in favour of this motion:

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Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

It was moved by Councillor Craig Gerrard and seconded by Councillor Gillian Yorke

That Council return to open session at 9:32 pm

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

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

That Council direct the CAO to proceed with the contract as discussed in camera.

MOTION CARRIED

Councillors who voted in favour of this motion:

Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian

10. ADJOURNMENT

It was moved by Councillor Paula Huntley

That Council Advisory Committee adjourn at 9:33pm.

MOTION CARRIED