



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

Meeting Minutes: September 13, 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 6:00 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
- James Butler, Kentville Police Service
- 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
- Jennifer West, Recording Secretary

Guest: Peter Gillis from the Valley Community Learning Association

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

Discussion about addressing other issues during the meeting, including allegations against the Mayor.

It was moved by Andrew Zebian and seconded by Councillor Maxwell

That Council discuss the allegations against the Mayor.

MOTION FAILED

Councillors who voted in favour of this motion:

Maxwell, Yorke and Zebian

Councillors who voted against this motion:

Gerrard, Huntley, Savage, and Snow

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Paula Huntley

That the agenda for the Council Advisory Committee meeting of September 13, 2021 be approved with the following changes:

- 4.b Removed: Presentation by Chrysalis House, moved to October.
- 10.a Addition: Land Matter
- 10.b Addition: Land Matter

MOTION PASSED

3. APPROVAL OF THE MINUTES

(a) Council Advisory Committee, Meeting Minutes, July 12, 2021.

It was moved that the minutes from the Council Advisory Committee meeting held on July 12, 2021 be approved as presented.

MOTION CARRIED

4. PRESENTATION

(a) Valley Community Learning Association – Peter Gillis

Peter Gillis, Director of the Valley Community Learning Association, gave an update on the purchase of the property at 118 Oakdene Ave and Wester Court and courses and classes at the VCLA.

- Discussion:
 - What are waiting lists like? There are no waiting lists for general education diplomas. There are some classes that are in development, such as trucking.
 - Will the cooking classes provide labour for the restaurant business shortly? That is the goal for the program, but may not be the goal for all students.

- Is there an *appetite* for joining with a school food program? There may be an opportunity for a partnership there.

5. DEPARTMENT REPORTS AND RECOMMENDATIONS

(a) Finance

(1) Directors Report

Director Deb Crowell presented her report for the period ending August 31, 2021. To this date overall revenue exceeds the average at 80.3%. The overall expenditures are above the benchmark at 44.7%.

See report for more information.

(2) Temporary Borrowing Resolution – Town of Kentville Capital

Director Deb Crowell presented her report describing the temporary borrowing resolution relating to the Town's 2021-2022 capital program in the amount of \$1,064,100.

See report for more information.

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

That Council Advisory Committee Recommend

That Council approve the attached temporary borrowing resolution to borrow under TBR 21/22 - Town \$1,064,100 for various-purpose capital projects at the September 27, 2021 meeting.

MOTION CARRIED

*To be brought forward at the September 27, 2021 meeting of Council
Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian*

(3) Temporary Borrowing Resolution – Town of Kentville Sanitary Sewers

Director Deb Crowell presented her report describing the temporary borrowing resolution relating to the Town's 2021-2022 sanitary sewer area capital program in the amount of \$235,000.

See report for more information.

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Gillian Yorke

That Council Advisory Committee Recommend

That Council approve the attached temporary borrowing resolution to borrow under TBR 21/22 Sanitary Sewer – Burke Subdivision \$235,000 for Sanitary Sewer – Burke Subdivision capital project at the September 27, 2021 meeting.

MOTION CARRIED

*To be brought forward at the September 27, 2021 meeting of Council Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian*

(4) Guarantee Resolution – Valley Waste Management

Director Deb Crowell presented her report to request authorization of a guarantee resolution to support Valley Waste’s Temporary Borrowing Resolution for its approved 2021/2022 capital program.

See report for more information.

It was moved by Councillor Cathy Maxwell and seconded by Councillor Gillian Yorke

That Council Advisory Committee Recommend

That Council approve the attached Guarantee Resolution for Kentville to support the Valley Waste’s Temporary Borrowing Resolution for its approved 21/22 capital program. Kentville’s share of the TBR is 10.05% or \$95,550 at the September 27, 2021 meeting.

MOTION CARRIED

*To be brought forward at the September 27, 2021 meeting of Council Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian*

(b) Planning and Development

(1) Director’s Report

Director Bev Gentleman reviewed her report for July and August 2021. Highlights included a building valuation of \$22,337,449 for the year. The report also included project updates about the Ryan’s Park, Miners Landing, Kentville Business Park, the Municipal Planning Strategy and Land Use Planning review, and the business park lots.

- Points of Discussion:
 - Appreciation for staff working on the dog park appeal.
 - Residents are concerned about infilling. Is it possible to develop a bylaw that would prohibit this type of activity? In many cases, if the work is for a

permitted use, the disturbance might be addressed by a traffic authority or hours of operation.

- Reminder about the public hearing over Zoom on Wednesday.

See report for more information.

(c) Parks and Recreation

(1) Director's Report

Director Rachel Bedingfield reviewed her report for July and August 2021. Some of the highlights included successful summer programs, closing of the pool, opening of the arena, adaptive programming, and the Kentville Dog Park.

See report for more information.

- Points of Discussion:
 - Appreciation of the celebration events for Ian Mosher, but regret that no elected official was present to acknowledge his work. This was a community led event and the Town was not invited. Town volunteers should certainly be celebrated.
 - Update on the unsheltered play project to serve unsheltered people using parks.
 - There is a focus on vulnerable people in the community, however the groups that serve them are also under a lot of strain at this time.

(d) Police Report

(1) Chief's Report

Police Commission Chair Craig Gerrard tabled the Police Commission report to Council.

See report for more information.

(e) Engineering and Public Works

(1) Director's Report

Director Dave Bell presented his report for July and August 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.

(f) Administration

(1) Chief Administrative Officer's Report

CAO Troke presented his report for July and August 2021. Some of the highlights included adhering to the public health order, grant applications for grants to organizations, intermunicipal service agreement discussions, Police Chief hiring, policy review project, and the Mentoring Plus program.

- Points of Discussion:
 - What was the result at the Kentville Historical Society regarding their building? Staff have met with the society about easy repairs and some of the larger repair projects. All issues have been directly addressed.
 - Request for the gateway signs to have the top wooden pieces upgraded.

It was moved by Councillor Gillian Yorke and seconded by Councillor Paula Huntley

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

6. BUSINESS ARISING FROM THE MINUTES / OLD BUSINESS

(a) None.

7. CORRESPONDENCE

(a) Support for Volunteers – Scotchtown Volunteer Fire Department – March 18, 2021

Mayor Sandra Snow presented the letter sent to the Premier and their cabinet regarding increased financial support for funeral services for volunteer fire and search and rescue personnel.

See letter for more information.

- Points of Discussion:

- Support for the Mayor to write a letter in support of this campaign.

8. NEW BUSINESS

(a) Kentville Business Community Funding Agreement

CAO Dan Troke shared with Council the proposed funding agreement for the Kentville Business Community to continue their work supporting downtown businesses.

See report for more information.

- Points of Discussion:

- Concern about the lack of a presentation from this organization to update council.
- Discussion about the process of dispersing the Special Projects funds.
- Section 3.2.e should describe an appointment to the KBC board through an open vote among Councillors. CAO Troke will make this change.
- The CAO will record potential conflicts from Councillor Huntley on KHS and Councillor Yorke with KBC.

- The CAO will review minutes for whether the Deputy Mayor sits on this committee.

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

That Council Advisory Committee Recommend

That Council approve the KDCL/KBC Funding Contribution Agreement which expires on 31 March 2022.

MOTION CARRIED

*To be brought forward at the September 27, 2021 meeting of Council
Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian*

(b) Kentville Police Chief

Police Commission Chair Craig Gerrard announced that James Butler is the proposed Acting Police Chief for the Kentville Police Service.

See report for more information.

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

That Council Advisory Committee Recommend

That Council approve the appointment of Mr. James Butler as the Chief Officer of the Kentville Police Service on a three-year contract beginning on October 13, 2021.

MOTION CARRIED

*To be brought forward at the September 27, 2021 meeting of Council
Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian*

(c) Kentville Investment Advisory Committee Report

Investment Advisory Committee Chair Cate Savage reported to Council that the Investment Advisory Committee has been working on a revised policy statement with the investment manager. The proposed policy revision is delayed with the change of provincial government staff.

See report available for more information.

It was moved by Deputy Mayor Cate Savage and seconded by Councillor Gillian Yorke

That Council Advisory Committee Recommend

That Council extend the current investment manager contract by one year to expire in November 2022.

MOTION CARRIED

*To be brought forward at the September 27, 2021 meeting of Council
Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian*

(d) Kings Regional Emergency Management Organization – Intermunicipal Service Agreement

CAO Dan Troke shared with Council the proposed intermunicipal service agreement for the Kings Regional Emergency Management Organization to continue their work supporting emergency preparedness and response.

See report for more information.

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

That Council Advisory Committee Recommend

That Council approve an Intermunicipal Services Agreement (IMSA) with the Town of Berwick, and Wolfville and the Municipality of the County of Kings for the provision of Regional Emergency Management Organization Services; and further

To approve allocation of funds based on the REMO sharing formula, Kentville's share represents 15% of the current \$80,000 REMO budget.

MOTION CARRIED

*To be brought forward at the September 27, 2021 meeting of Council
Councillors who voted in favour of this motion:
Gerrard, Huntley, Maxwell, Savage, Snow, Yorke and Zebian*

(e) Capital Grant Request – Infrastructure

CAO Dan Troke shared with Council the proposed “Investing in Infrastructure” federal grant to support the expansion of the Kentville Connector, from the Donald E Hiltz Connector Road.

See report for more information.

- Points of Discussion:

- Concerns about other roads that are in bad shape and addressing the connector before these roads. It is not a project that would be at the expense of a road that is more in need. It would be possible to tie some of the other projects to this project.

It was moved by Councillor Paula Huntley and seconded by Deputy Mayor Cate Savage

That Council Advisory Committee Recommend

That Council approve in principle for staff to submit a proposal request to the expected call for submission by the Province.

MOTION CARRIED

*To be brought forward at the September 27, 2021 meeting of Council
Councillors who voted in favour of this motion:*

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

(f) September 30 National Day for Truth and Reconciliation

CAO Dan Troke reported that Kentville strongly supports the National Day for Truth and Reconciliation and will close Town Hall on that day. The Town will offer resources and events to bring Indigenous and Non-Indigenous people together through awareness, compassion and understanding.

See report for more information.

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

That Council Advisory Committee Recommend

That Council approve that the Town of Kentville will honour First Nations, Inuit and Métis survivors and their families and communities on September 30th as a recognized holiday for the Town.

MOTION CARRIED

*To be brought forward at the September 27, 2021 meeting of Council
Councillors who voted in favour of this motion:*

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

(g) Absence from September Meeting

Mayor Sandra Snow is notifying Council and residents that she will not attend the September meeting of Council so she can attend a conference in Halifax at that time.

See report for more information.

9. PUBLIC COMMENTS

(a) Sharon Kehoe, submitted via email

Concerns about allegation about the Mayor

(b) Patricia Williamson, submitted via email

Concerns about allegation about the Mayor

(c) Kim Kehoe, submitted via email

Concerns about allegation about the Mayor

10. IN CAMERA

It was moved by Councillor Gillian Yorke and seconded by Councillor Paula Huntley

That Council move into a closed session at 8:09 pm to discuss confidential matters.

MOTION CARRIED

Councillors who voted in favour of this motion:

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

It was moved by Councillor Craig Gerrard and seconded by Councillor Cathy Maxwell

That Council return to open session at 8:30 pm

MOTION CARRIED

Councillors who voted in favour of this motion:

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

11. ADJOURNMENT

It was moved by Councillor Gillian Yorke

That Council Advisory Committee adjourn at 8:31pm.

MOTION CARRIED