

APPROVED MAY 10, 2010

COUNCIL ADVISORY COMMITTEE

April 20, 2010 – 4:00p.m.

PRESENT

Mayor David Corkum, Deputy Mayor Bill Boyd, Councilor Bernie Cooper, Councilor Nola Folker-Hill, Councilor Eric Bolland, Councilor Mark Pearl, Councilor Tony Bentley (arrived at 4:23 p.m.), CAO Keith Robicheau and Town Clerk Carol Harmes

Director Debra Crowell, Director Mark Phillips, Director Bev Gentleman, Police Chief Mark Mander, Director Greg Kehoe

CALL TO ORDER AND ROLL CALL

Mayor David Corkum called the meeting to order at 4:10 p.m., and CAO Robicheau reported that all Council members were present except for Councilor Tony Bentley who will arrive a little later.

NOTE

“Points from Discussion” below show various comments made by individual councilors during debate. They do not necessarily represent the opinion of the group, nor do they always reflect accurate information.

PRESENTATIONS

External Communication Levels, Purpose and Techniques

CAO Robicheau presented a power point slide presentation in which he outlined the various levels of communication with the public. Expounding upon these levels, he noted the purpose of each level of communication and the techniques used by each. He explained the role of governance at the municipal level and how governance affects the public’s needs. The features of good governance were identified and explained.

He identified a number of agencies, boards and commissions which would be unaffected by any restructuring of the town’s committees, and distinguished between standing committees (having only council members) and advisory committees (including citizens). He suggested that the reporting process for advisory committees could be done directly to Town Council or to CAC.

A further explanation of the Town Services Committee identified where it would fit within the governance structure

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proposed.

DISCUSSION PERIOD Council / Public Communication and Involvement Process:

(i) **current practices employed**

(ii) **evaluation of current practices**

CAO Robicheau lead the discussion period, introducing some of the current forms of communication employed between the Town and the citizens:

Points from Discussion

- There are too many committees and these are often not good use of Council and staff time.
- Perhaps some of the smaller committees could become part of a larger committee.
- The Committee of the Whole (CAC) could deal with Parks and Recreation, Planning and Development and Transportation Services issues.
- Council must attend public hearings and other participation programs relating to planning, so each member has a full understanding of the issue.
- Citizen involvement is important and many bring a lot of talent.
- A lot of the advisory committees are not effective, as staff is “on top” of issues and make citizen input redundant.
- The Town Services Committee would involve all the Council members and the Mayor, along with some individuals who have specialized interest. Steering committees for specific issues would involve some Council members, citizens and staff, as resources.
- A pool of citizens could be brought in for specialized issues and then join a larger group when needed.
- A larger workload would be placed on CAC and the Town Services Committee, if these proposed changes took affect.
- Open Houses should continue as ways to involve citizens.
- Planning for workshops and open houses involve a lot of staff time and energy.
- Sometimes when recommendations are brought from a committee, those council members not on that committee, are deprived of the full understanding of the issue.
- If the Town Services Committee does not work, then Council can return to the other format.

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- If CAC meetings assumed the role of other committees, than the efficiency of 6 or 7 hour meetings would have to be assessed.
- Sometimes committees meet only quarterly and can often be cancelled. If issues come directly to CAC, they would be addressed in a more timely fashion.

**TOWN SERVICES
COMMITTEE**

- Director Phillips noted that Council must identify what it sees as important citizen involvement.
- The Town Services Committee is an alternative to abolishing all committees and maintaining some citizen input.
- The proposal he reviewed involved 9 persons - the Mayor and Councilors (who represent a specific department), along with citizens.
- This is a shift from the type of communication that currently exists.

Points from Discussion

- Some committees, like EAC have some ongoing projects and should maintain their momentum, but need some guidelines for conclusion of the issues.
- The mandates of these committees could be renewed as the need arises.
- There is a lot of work for members of Council serving on outside agencies and a balance of workload needs to be addressed.

ADJOURNMENT

It was moved by Councilor Bill Boyd and seconded by Councilor Eric Bolland

that the special meeting of CAC adjourns at 5:50 p.m. to go In Camera to discuss contract negotiation.

MOTION CARRIED

**IN CAMERA
MEETING**

It was moved by Councilor Nola Folker-Hill and seconded by Councilor Bernie Cooper

that the In Camera Meeting adjourns at 6:40 p.m. and that the CAC meeting resumes.

MOTION CARRIED

**RECOMMENDATION
TO COUNCIL**

Following further discussion on the restructuring of committees, it was moved by Councilor Bill Boyd and

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seconded by Councilor Mark Pearl

that a recommendation be made to Town Council, that effective in the Fall of 2010, that the work previously conducted at the Planning Advisory Committee, Transportation Services Committee, Parks and Recreation Advisory Committee and Finance and Administration Committee, be handled at the Council Advisory Committee level,

and further,

that all other committee business continues to be addressed by the respective committee, including the Police Commission, Water Commission and Investment Advisory Committee,

and further,

that the Environment Advisory Committee and Kentville Community Development Committee continue you meet as an organized ad hoc group, until such time as their mandates have been satisfied,

and further,

that the Parking Committee be discontinued

MOTION CARRIED

Points from Discussion

- The business of the Parking Committee would be addressed at the Council Advisory Committee.

ADJOURNMENT

It was moved by Councilor Nola Folker-Hill and seconded by Councilor Tony Bentley

that the meeting of CAC adjourns at 6:55 p.m.

MOTION CARRIED