



Town of Truro
Public Council Meeting Agenda
Monday, October 7th, 2019
1:00 PM
Town Hall Council Chambers

1)	Approval of Agenda
2)	Approval of Minutes a) Draft Public Council Minutes of September 9, 2019
3)	Motions and Notice of Motions
4)	Petitions and Delegations a) Presentation – Truro & Colchester Partnership for Economic Prosperity b) Presentation – Downtown Truro Partnership c) Presentation – Honeywell
5)	Old Business
6)	In-camera Summary Report
7)	Committee Reports a) CAO Report b) Corporate Service Report c) Fire Report d) Planning and Development Report e) Police Report f) Public Works Report g) Parks, Recreation & Culture Report
8)	Questions by Members
9)	Motions of Reconsideration
10)	New Business a) Accounts Receivable Policy b) Solid Waste By-Law- Second Reading c) Dog By-Law- Second Reading d) RECC Board- recommendation letter e) Reduce Single Use October proclamation f) African Nova Scotian Strategy
11)	Municipal Grant Requests
12)	Accounts
13)	Adjournment



Truro Town Council Meeting
Monday, September 9th, 2019 at 1:00 pm
Council Chambers – Town Hall

A regular public meeting of Truro Town Council was held on Monday, September 9th, 2019 at 1:00 pm in the Council Chambers of the Truro Town Hall.

Present: Mayor W.R. (Bill) Mills Deputy Mayor T. Chisholm, Councillors D. Joseph B. Kinsman, C. Hinton, C. Fritz and W. Talbot

In Attendance: Director of Public Works A. MacKinnon, Director of Planning J. Fox, Fire Chief B. Currie, Assistant Director of Parks, Recreation and Culture A. Simms, Police Chief D. MacNeil, Director of Corporate Services B. Coulter, Town Solicitor J. Rafferty and CAO M. Dolter

APPROVAL OF AGENDA

Mayor W.R. (Bill) Mills asked CAO M. Dolter to present the changes to the agenda. CAO M. Dolter introduced under committee reports item B the “Corporate Services Report” and under new business items listed as F and H be combined as one item under item F. On motion of Councillors C. Hinton and T. Chisholm, the agenda was approved as amended. Motion carried.

APPROVAL OF MINUTES

On motion of Councillors B. Kinsman and C. Fritz, the Public Council minutes of July 8th, 2019 were approved as circulated. Motion carried.

MOTIONS AND NOTICES OF MOTIONS

a) 25 Dominion St- Development Agreement

The CAO advised that the Town Planning Advisory Committee is recommending that Council approve the development of two additional dwelling units in an existing multiple unit dwelling at 25 Dominion Street. The proposed development does not include any modifications to the exterior of the building nor any changes to the square footage of the building.

On motion of D. Joseph and B. Kinsman Council approved a development agreement application by Olfi Properties Incorporated to permit two additional dwelling units in an existing multiple unit dwelling at 25 Dominion Street. Motion Carried.

b) 880 Prince Street/11 Havelock Street- Development Agreement

The CAO advised that the Town Planning Advisory Committee is recommending that Council approve the development of 6-9 dwelling units in an existing mixed-use building located at 880 Prince Street and 11 Havelock Street.

On motion of Councillors C. Hinton and B. Kinsman, a public hearing date of September 9th, 2019 at 1pm was established for Council to consider a development agreement application by Walker Lofts Inc. to permit the development of 6-9 dwelling units in an existing mixed-use building located at 880 Prince Street and 11 Havelock Street. Motion carried.

PETITIONS AND DELEGATIONS

a) Presentation – Colchester Community Workshops

Maura Hunter, Susan McCallum and Larry from the Colchester Community Workshop gave a presentation to Council on the different programs offered by the Foundation. They explained that the programs are currently at maximum capacity and outlined their need for expansion. They suggested that the Town could provide support as they are developing a new building to be able to provide the services required by the community. M. Hunter outlined their intentions for the Halliday Building, 184 Arthur St.

Maura Hunter requested a verbal commitment of support from Council. She also suggested the Town of Truro’s input on the development of the project as well as a monetary donation of \$100, 000.00 over a 5-year period. Mayor Mills suggested that a formal letter with the request should be presented to Council before the end of the year so it can be discussed at the next budget negotiations.

IN-CAMERA SUMMARY REPORT

The CAO advised Council that there were four issues discussed at the in-camera meeting for the month of July and there are two issues to be discussed by Council at the in-camera meeting today.

COMMITTEE REPORTS

CAO Report

The CAO report for the month of July and August was presented to Council.

On motion of Councillors W. Talbot and C. Hinton, it was moved that the CAO report for the months of July and August 2019 be approved as presented. Motion carried.

Corporate Services Report

The Corporate Services report for the months of July and August was presented to Council.

On motion of Councillors C. Fritz and T. Chisholm, it was moved that the Corporate Services report for the months of June 2019 be approved as presented. Motion carried.

Fire Report

The Fire Report for the months of July and August was presented to Council.

On motion of Councillors D. Joseph and W. Talbot, it was moved that the Fire Report for the months of July and August 2019 be approved as presented. Motion carried.

Planning and Development Report

The Planning and Development report for the months of July and August was presented to Council.

On motion of Councillors C. Fritz and W. Talbot, it was moved that the Planning and Development report for the months of July and August 2019 be approved as presented. Motion carried.

Police Report

The Police Report for the months of July and Augusts was presented to Council.

On motion of Councillors C. Fritz and B. Kinsman, it was moved that the Police Report for the months of July and August 2019 be accepted as presented. Motion carried.

Public Works Report

The Public Works report for the months of July and August was presented to Council.

On motion of Councillors W. Talbot and T. Chisholm, it was moved that the Public Works Report for the months of July and August 2019 be accepted as presented. Motion carried.

Parks, Recreation and Culture Report

The Parks, Recreation and Culture Report for the months of July and August was presented to Council.

On motion of Councillors D. Joseph and C. Fritz, it was moved that the Parks, Recreation and Culture Report for the months of July and August 2019 be accepted as presented. Motion carried.

QUESTIONS BY MEMBERS

Councillor D. Joseph expressed his concerns with the condition of the parking lot in Victoria Park. He noted substantial potholes. A. Simms explained that the holes will be repaired before the end of the week.

Councillor D. Joseph also brought to attention to the Chief of Police D. McNeil that when driving south on King Street, during big soccer tournaments, cars were park very closely to the train track which making them impossible to see until the last second. Chief McNeil suggested they would review the situation next season as he does not anticipate any big tournaments for the rest of this year.

Councillor C. Hinton reminded Council that the Embrace Festival is taking place on Saturday September 14, 2019. She also mentioned herself and other members from council will be participating in a community night at the Truro Elementary School on Thursday Evening, September 12, 2019.

She expressed her wishes to raise some funds for a fence to provide safety to the park on Laurie and Alice Street.

She noted that John Ross and Son is using some of Town land to conduct their operation. CAO M. Dolter explained that the By-Law Officer did ask the company to remove their equipment from Town land and followed-up since to make sure that they have complied. She also expressed the discontent of a few business owners in the downtown area on the street closures. Mayor Mills also noted that he was contacted by a few of the business owners on the closing of Inglis street earlier this summer and how doing so affects their business. He mentioned that most of them are pleased with the work of the Downtown Truro Partnership. The businesses expressed concern that the last time Inglis street was closed it was for a total of 3 days and this had a serious impact on their revenues. Mayor Mills suggested that more events take part in the square instead of in the street. He asked Council to consider a discussion between now and next spring to find a solution for the next festival season. CAO M. Dolter also expressed that this has been an ongoing issue for some time. He noted that we have refused the closing on Prince St. on multiple occasion for this reason. He did mention that the event does create some exposure to Inglis St to have the events take place in the street. By having the events take place in the square, it would limit the exposure to the businesses in the downtown

Councillor C. Fritz questioned the bow hunt in Victoria Park and its permanency. CAO M. Dolter explained that the bow hunt has been approved for this year, but it was agreed by Council that it would be subject to review every year. She also questioned the status on the Commercial street angled parking. Director of Public Works A. McKinnon explained that the width of the street is not enough to allow angled parking. CAO M. Dolter outlined a

plan being developed by J. Fox to develop Victoria Square which would include a new parking plan with angled parking stalls.

NEW BUSINESS

a) Audited Financial Statements March 31, 2019

CAO M. Dolter advised Council that the Audit Committee met on August 29, 2019 to review the nonconsolidated financial statements and the Audited Consolidated statements for the year ending on March 31st, 2019.

On motion of C. Fritz and D. Joseph it was resolved that the audited financial statements for the year ended March 31, 2019 be approved as circulated. Motion Carried.

b) Diversity Management Policy

CAO M. Dolter advised that the Committee has been developing a policy that reflects the purpose of the Committee. He proposed a motion to approve the new policy brought forward by the Diversity Committee.

B. Kinsman questioned the policy and expressed his concerns on the depth of the policy. He suggested that the purpose of the policy was left unclear. Council agreed to review the policy once it is reviewed by the Diversity Committee and NS Human Rights.

On motion of B. Kinsman and W. Talbot it was agreed that the policy would be tabled until Council receives more information. Motion Carried.

c) Accounts Receivable Policy

CAO M. Dolter asked Council to table this matter until it was reviewed by the Town Solicitor J. Rafferty.

It was agreed by Council to table the policy until further review.

d) Solid Waste By-Law

CAO M. Dolter advised Council that the proposed amendment was to prohibit curb-side placement of bins intended to store solid waste.

On motion of C. Hinton and B. Kinsman it was resolved that the 1st reading of the attached By-law to amend the Solid Waste By-law is approved and 2nd reading is scheduled for October 7th, 2019. Motion Carried.

e) Dog By-Law

CAO M. Dolter proposed amendments to the Dog By-Law to reflect current administrative procedures and to give dog control staff the discretion to release fierce or dangerous dogs to their owners on conditions.

On motion of W. Talbot and C. Hinton it was resolved that the 1st reading of the By-Law to amend the Dog By-Law attached schedule "A" to this RFD is approved and a 2nd reading is scheduled for October 7th, 2019. Motion carried.

f) Senior Loneliness/ Boomer Haven Co-op Ltd.- 210 Lyman St

Mayor Mills shared a letter from Mr. Shan requesting the Town's assistance on finding a place to operate a facility helping seniors that no longer have access to workshops or tools. This membership-based facility would allow participating seniors access to everything they require for their personal projects all while creating a bond with other senior citizens of the community.

Mayor Mills asked Council to review the material provided on this subject and asked for suggestions or potential resources to help with this initiative.

Mr. Shan asked about the potential for covering initial start up costs. Mayor Mills agreed to discuss this with the principal of the NSCC and to investigate funding sources to help with the initiative.

g) Resolution in Support of Rail Safety Week

CAO M. Dolter advised Council that he received a letter from Mr. Colbie, Chief of Police and Security and Chief of Security Officer for CN. It explained the CN Safety Week will be held from September 23rd to September 29th. A resolution for Rail Safety Week was signed to demonstrate Council's support.

h) Minerals Play Fairway Proposals

CAO M. Dolter outlined for Council a request received from the Executive Director for the Mining Association of NS, Shawn Kirby. He asked Councils to write the Nova Scotian Government in support of the Minerals Play Fairway.

On motion of C. Fritz and C. Hinton it was agreed that Council would write a letter in support of the Mineral Play Fairway. Motion Carried.

i) Nova Scotia International Student Program

CAO M. Dolter advised Council that a letter was received advising Council about the Nova Scotia International Student Program. The letter requested support to help promote the program and find more families to host

international students in the community. He explained that they are also offering to come to a public meeting and offer council a detailed presentation on the program and the benefits that it brings to the community. Mayor Mills agreed to communicate with the program and invite them to a Council Meeting in January 2020.

ACCOUNTS

It was moved by Councillors C. Hinton and W. Talbot, that Council approve for payment the accounts as presented for the month of August 2019. Motion carried

ADJOURNMENT

On motion of Councillors W. Talbot and C. Hinton, it was moved that the meeting be adjourned at approximately 4:15 p.m. Motion carried.

W. R. (Bill) Mills
Mayor

M. Dolter
CAO



Chief Administrative Officer's Report 07 October 2019

AMANS Conference – Digby 15-18 October

The AMA Fall conference will be held in Digby from the 15th to the 18th of October. I will be assuming the role of president of the Association at the conference. The CAO session which takes place at the beginning of the conference will focus on alternative sources of revenue. We will be going through a facilitated session to help generate some ideas that might lead to actionable items for some of us. The province will also be briefing the delegates on its work over the summer and what to expect over the next few months

CAMA Board Meeting – Whitehorse

I attended my first CAMA Board of Directors meeting in Whitehorse, YT on the 18th of September. My first meeting was very informative. The National board is working on or has completed several tool kits that can be used at the local level. The tool kits include Political Acumen, CAO Contract, and the CAO in Transition. I plan to use the Political Acumen kit as the subject of training for staff and will present to Council at a future Committee of the Whole.

Truro Urban Deer Meeting

We met with the Department of Lands and Forestry on the urban deer issue. The recent pellet study results confirm that the population of deer in the urban area continue to rise. We have one more year of data gathering before a more intensive urban hunt can be approved. Much of the increase in population can be attributed to the abundance of food either from natural or human grown vegetation or residents illegally feeding deer. The watershed bow/crossbow deer hunt was approved by Council again this year. We have added additional lands north of William Barnhill that is seen as a corridor for animals entering the urban core. Registration to date has been limited. We will once again monitor results once the season has closed.

New Executive Assistant

Interviews for the Executive Assistant for the CAO and Mayor were conducted on Sept 23rd and 24th. I am happy to inform Council that Ms. Tracy Hart has accepted the position and will start in her new role on the 21st of October. Tracy comes to us from a similar position with the Province of Nova Scotia.

Respectfully submitted,

Michael Dolter, MBA, CPA, CMA
Chief Administrative Officer Town of Truro

CORPORATE SERVICES REPORT

This Financial Report covers the five months from April 1st to August 31, 2019 which represents 42% of the fiscal year and 42% of the annual budget. The YTD % in the right hand column reflects the percentage of actual revenue and expenses to budget and I have identified the line items significantly above or below the 42% ;

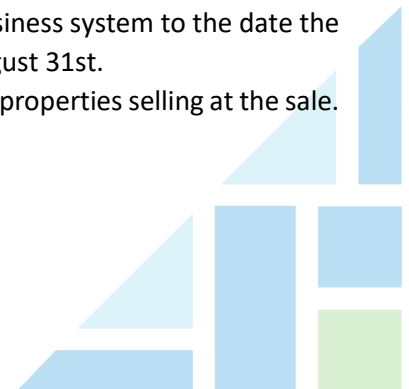
➤ Revenue

- The property taxes are at 50% as the tax bills are sent out twice a year, a interim bill in the spring and the final bill has been issued in September. The interim bill is reflected in the period to August 31, 2019.
- Taxes which are Grant in lieu for provincial and federal properties have not been received and usually are paid in October, this is the reason the YTD % actual is zero.
- Government transfers have not been invoiced yet for July and August as the bills are issued quarterly after the quarter end so the YTD actual revenue is reflecting 26%.

➤ Expenses

- General administration expenses are at 55% at August 31st, many of the annual grants have been disbursed, the annual insurance premium has been paid and there are professional fees related to the pension plan transfer included in this line. These professional fees are expected to be recoverable from the pension plan when the transfer is completed.
 - Fire services actual expenses are at 30% as the annual charge for fire protection from the water utility is not recorded until year end and the volunteer honorariums are paid once a year in December.
 - Emergency measures expense is at 56% as the special response hazard unit charges for the year have been paid as of August 31st.
 - Animal control actual costs are at 53% of the budget as the Town moved to a full service option with the SPCA in July. The SPCA now perform by law enforcement along with the kenneling services they were providing.
 - Parks, Recreation and Culture expenses are 51% of budget as there are many costs for this department that are seasonal in nature such as Victoria park maintenance projects, operations of the pool, etc.
 - Any transfers to reserves are not completed until the year end financial results are known so this line will reflect at 0% .
- This report reflects transactions completed and processed in the business system to the date the report was prepared. It is a snap shot of the operating results to August 31st.
- The tax sale process was completed on September 24th with several properties selling at the sale.

Respectfully submitted
Bonnie Coulter CPA, CA.
Director of Corporate Services





TOWN OF TRURO
General Operating Fund
Five Months Ended August 31, 20 19

	Actuals 2019-20	Prorated Budget 2019-20	Variance	Actuals 2018-19	YTD 42%
REVENUE					
Taxes - Assessable Property	11,110,689	9,180,601	1,930,087	10,766,475	50%
Taxes - Road Preservation	217,227	181,153	36,074	171,791	50%
Taxes - Grant In Lieu		338,694	(338,694)		
Sewer Charge	426,798	408,366	18,432	358,325	44%
Services To Other Government	307,049	155,490	151,559	312,724	83%
Revenue from Services Offered	511,999	486,080	25,919	297,979	44%
Other Revenue	218,648	158,888	59,760	192,071	57%
Revenue - Downtown Truro Partnership	131,253	108,342	22,911	130,355	50%
Government Transfers	610,681	996,817	(386,136)	301,020	26%
TOTAL REVENUE	13,319,742	12,014,431	1,305,310	12,530,740	46%
EXPENSES					
Legislative	126,032	118,456	7,576	101,074	44%
General Administration	808,384	611,408	196,976	748,678	55%
Corporate Services	728,381	738,166	(9,785)	700,363	41%
Police Protection	2,432,091	2,383,929	48,162	2,422,119	43%
Fire Protection	741,985	1,042,796	(300,812)	768,095	30%
Emergency Measures	27,388	20,252	7,137	27,582	56%
Animal Control	12,667	10,001	2,666	10,000	53%
Transportation & Environment	2,397,202	2,765,541	(368,339)	2,432,857	36%
Planning & Development	330,085	412,473	(82,388)	284,326	33%
Parks, Recreation & Culture	1,745,130	1,436,977	308,154	1,624,994	51%
Provincial Government Transfers	1,146,933	1,173,901	(26,968)	1,190,169	41%
Financing	704,695	983,951	(279,256)	820,372	30%
Transfers to Reserves		316,581	(316,581)		0%
TOTAL EXPENSES	11,200,972	12,014,431	(813,459)	11,130,629	39%
SURPLUS (DEFICIT)	2,118,770		2,118,770	1,400,111	



TRURO FIRE SERVICE

To: Mayor Mills and Council
From: Fire Chief Blois Currie
Date: October 7th, 2019
Subject: Fire Service Report for September, 2019

The Truro Fire Service received **64 alarms** for September. *Response categories were:*

Fires –4
Vehicle fire - 1
Alarm Activations –21
Burning Complaint – 2
Assist EHS –9
Mutual Aid – 1
MVA - 16
Powerlines Down – 2
Public Assistance – 7
Brush Fire - 1

Fire Inspector's Report

Inspections Conducted – 4
Re-inspections – 4
Training – 2
Meetings – 9
Public Education – 2

Firefighter Training

Fire fighters training for the month was on, Fire behavior, Reading Smoke, medical training and ladder operations.

Respectfully submitted,
Blois Currie
Fire Chief

1. Planning & Development Projects

1. Municipal Planning Strategy & Land Use By-law Review

Planning Staff continue working on a review of the Town's Planning Documents. Staff will be presenting recommended changes to the planning documents to the Plan Review Working Group for discussion.

2. Planning Applications

1. Current Amendment Applications

<i>Location</i>	<i>Applicant</i>	<i>Description</i>
50 Juniper Street	Blenkhorn Investments Ltd.	Application to amend the Town's Planning Documents to permit limited residential uses in the General Commercial (C4) Zone.

2. Current Development Applications

<i>Location</i>	<i>Applicant</i>	<i>Description</i>
56-66 Golf Street	Shawn & Heidi Nicholson	Development agreement application to permit a six-storey 51-unit residential building.
1040 Prince Street	Chris Habib	Development agreement application to permit a three-storey 12-unit residential building.
56 Walker Street	Godfrey Perry	Development agreement application to permit one additional dwelling unit in an existing converted dwelling currently containing 5 units.
184 Arthur Street	Colchester Community Workshops	Development agreement application to permit six dwelling units in an existing retail/office/warehouse building.
74 Lorne Street	3326158 Nova Scotia Limited	Development agreement application to permit a six-storey, 38-42 unit residential building.

3. Building Statistics

1. September Building and Development Permits

<i>Type</i>	September 2018			September 2019		
	<i>Permits</i>	<i>Units</i>	<i>Value of Construction</i>	<i>Permits</i>	<i>Units</i>	<i>Value of Construction</i>
Single Family	5	0	\$433,600.00	2	1	\$240,001.00
Duplex/Semi	0	0	\$0.00	2	0	\$42,500.00
Apartments	1	3	\$300,000.00	0	0	\$0.00
Other Residential	1	0	\$1,000.00	1	0	\$20,000.00
Commercial	4	0	\$386,000.00	5	0	\$2,639,501.00
Industrial	0	0	\$0.00	1	0	\$25,000.00
Inst & Gov	0	0	\$0.00	0	0	\$0.00
Total	11	3	\$1,120,600.00	11	1	\$2,967,002.00
Year to Date	94	20	\$10,606,268.00	90	80	\$18,470,234.00

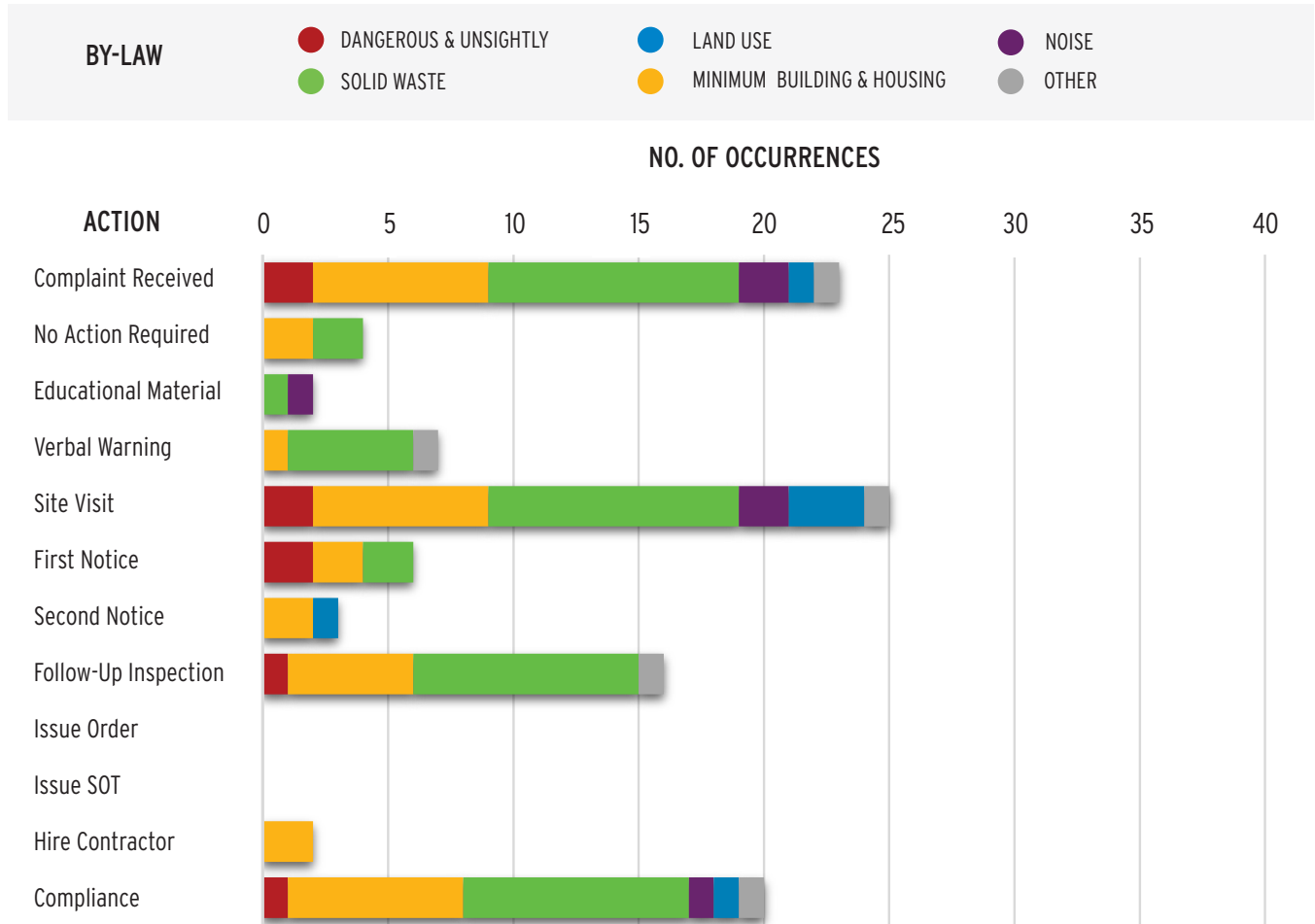
4. By-law Enforcement

1. Active By-law Violation Files in September By Property

- ISSUE RESOLVED - Property Owner Has Complied
- ISSUE RESOLVED - Necessary Work/Clean-Up by Town
- IN PROGRESS - Work in Progress
- NEW COMPLAINT - Awaiting Response from Property Owner
- INACTIVE - No Action by Property Owner in 6 or more months

	<i>Location</i>	<i>Issue</i>	<i>Notice Sent</i>	<i>Status</i>
1	36A Victoria Street	Dangerous & Unsightly	15-Aug-17	● ONGOING - Order Issued to Vacate Premises
2	56 Walker Street	Illegal Dwelling Unit	21-Sep-17	● ONGOING - Property owner has made application for a Development Agreement to permit an additional unit
3	296 Brunswick Street	Dangerous & Unsightly	21-Feb-18	● ONGOING - Order issued to vacate Premises
4	171 Brunswick Street	Exterior Repairs	5-Mar-18	● ONGOING - Exterior repairs are 50% completed
5	50 Juniper Street	Illegal Dwelling Unit	14-Mar-18	● ONGOING - Owner has made application to rezone property to permit residential dwelling unit
6	87 Park Street	Interior Repairs	26-Mar-18	● ONGOING - Order issued to vacate premises
7	56 Walker Street	Exterior Repairs	19-Jun-18	● ONGOING - Owner has started repairs
8	77 Queen Street	Exterior Repairs	19-Jun-18	● ONGOING - Repairs have started
9	68 King Street	Illegal Dwelling Unit	31-Jan-19	● ONGOING - Property owner to convert back to four dwelling units.
10	32 Burnyeat Street	Rodents	2-May-19	● RESOLVED - Licensed Pest Control Company confirmed rodents are gone.
11	77 Lyman Street (House)	Dangerous & Unsightly	7-May-19	● ONGOING - Property owner has completed 50% of painting the exterior
12	25 Dominion Street	Illegal Dwelling Unit	20-May-19	● RESOLVED - Development Agreement to permit two additional dwelling units approved
13	76 Dominion Street	Dangerous & Unsightly	24-May-19	● ONGOING - Deadline of August 30, 2019 has been given to complete the necessary repairs
14	481 Young Street	Exterior Repairs	27-Jun-19	● ONGOING - Order has been issued
15	233 Industrial Ave	Land Use By-law	7-Aug-19	● ONGOING - Summary offense ticket issued
16	56 Walker Street	Dangerous & Unsightly	7-Aug-19	● ONGOING - Property owner has started the repairs
17	15 Hayward Court	Rodents	16-Aug-19	● ONGOING - Awaiting written report from pest control company
18	80-82 Pleasant Street	Interior Repairs	10-Sep-19	● ONGOING - Property owner to make the necessary repairs
19	6 Laurie Street	Solid Waste	17-Sep-19	● RESOLVED - Property owner removed item from curbside
20	80 Lyman Street	Tall Grass and Weeds	17-Sep-19	● RESOLVED - Property owner cut grass
21	19 Salter Ave	Stop Work Order	17-Sep-19	● ONGOING - Property owner to make application for the appropriate permits
22	595 Young Street	Dangerous and Unsightly	17-Sep-19	● ONGOING - Property owner has requested additional time
23	595 Young Street	Solid Waste	17-Sep-19	● RESOLVED - Property owner has complied
24	441 Pleasant Street	Dangerous and Unsightly	17-Sep-19	● RESOLVED - Property owner has removed items
25	66 Lyman Street	Tall Grass and Weeds	17-Sep-19	○ RESOLVED - Town hired contractor to cut grass
26	11 Alice Street	Tall Grass and Weeds	17-Sep-19	○ RESOLVED - Town hired contractor to cut grass
27	111 King Street	Tall Grass and Weeds	19-Sep-19	● RESOLVED - Property owner cut grass

2. By-law Enforcement Activity in September



Respectfully Submitted

Jason H. Fox, MCIP LPP
 Director of Planning & Development



Monthly Council Report

October 1, 2019

The following is a summary of Police calls for service for the month of September 2019.

<i>Calls for Service</i>	
<i>Reported</i>	<i>Cleared By Charge</i>
688	190

<i>Parking Tickets</i>	
Parked within 5 meters of a crosswalk	1
Parked where prohibited by signs	6
Parked on private property	2
Parked within 7.5 m of an intersection	1
Parked in a fire lane	2
Parked over time	8
Parked more than 150mm from curb	3
Warnings	2
<i>Total Tickets</i>	25



Traffic Accidents

Fatal	0
Injury	1
Over \$2,000	19
Under \$2,000	8

Speeding Offences

Lorne Street	1
Marshland Drive	22
Queen Street	1
Robie Street	1
Prince Street	1
Young Street	3
Willow Street	2
Glenwood Drive	2
Lower Truro Road	1
Centennial Drive	1
Total Speeding Offences	35
Other Traffic Offences	137
Total Traffic Offences	172



Community Enhancement Division

Cst. K Titus

September SRO Activities

Back to school...code blue drill at TJHS
Becoming familiar with new and returning students
Atlantic Vitality Expo demonstration booth at Rath Eastlink Centre with Seniors Safety Coordinator

Cst. E. Reynolds

September SRO Activities

Speed trailer deployed on various days
Code Blue drills at CEC and TJHS
Traffic enforcement in and around CEC

Public Works Monthly Report for September 2019

Engineering Summary

The Paving contractor (Will-Kare Paving) completed paving on Young St, Palmer St, Polymer Rd, and Martin Crescent. Paving of Muir St and Faulkner St first lift, Robie new curb gutter-line, Harmony Rd, and Camden Rd are all planned for Oct 9th to 11th. The Curb Contractor (Maritime Road Recyclers) completed all the year's curb construction on Arlington, Muir, Faulkner, Palmer and Robie Streets, as well as the sidewalk construction on Robie St. Public Works crews completed Sidewalks and Walkways on Arlington, Muir, and Faulkner Streets. The Landscaping Contractor has completed landscaping of the Robie St sidewalk project and will be landscaping Arlington, Muir, Faulkner as soon as first lifts of asphalt are completed.

Town Council Public Works Action Items

Ongoing Items:

1. Upham Dr Walkway – PR&C staff have completed trail.
2. Letter to the Plumbers - Director has sent the letter to Plumbers reminding them of our standard practices, limits of responsibilities and our servicing fees. The Director will also be reviewing all Public Works by-laws and proposing various amendments.

Public Works Summary

Transportation Services crews continued with pothole patching and continued street sweeping, sign and traffic light maintenance, equipment maintenance, and sidewalk maintenance. Crews completed street construction on Arlington, Muir, and Palmer Streets, sidewalks and walkways on Arlington, Muir, and Faulkner Streets, and are now constructing sidewalk on Palmer St. They also completed driveway and sidewalk reinstatement at the new CMHA building on Prince Street and did some minor cleanup of Hurricane Dorian debris.

Environmental Services crews continued with hydrant maintenance, regular sewer and water system maintenance, water meter reading, and catch basin/manhole maintenance. They did manhole and valve adjustments for capital projects on Young St, Polymer Rd, Palmer St, and Arlington Pl.

Tree Committee Summary

“To Follow”

Respectfully submitted

Andrew J. MacKinnon, P.Eng.
Director of Public Works

Tree Committee Details

“To Follow”

Oct 3, 2019

Dear Mayor and Council:

Here is the Parks, Recreation and Culture Department report for September 2019.

Special Events and Culture Coordinator

Embrace Festival 2019:

The Embrace Festival took place on Saturday, September 14th at Civic Square from 10:00am until 1:00pm. Due to the vastly diverse lineup of entertainment, the event was well attended.

Atlantic Vitality Expo:

The Parks, Recreation and Culture Department had a booth at the Atlantic Vitality Expo on Friday, September 27th.

Veterans Banners:

Sales for the Veterans Banners were very popular, all spots are filled for this year. We are currently looking for new banner locations for Remembrance Day 2020

Veterans Banners- African Nova Scotian Community *NEW*:

The Town was contacted by the African Nova Scotian Community to have Veterans Banners installed in front of Veterans houses on Ford Street, West Prince Street and Young Street. This year 19 banners will go up in the respective locations.

Welcome Centre

For the month of September, the Welcome Centre had 608 visitors.

Origin	Number of Visitors
Canada	380
New England States	27
USA Other	72
Overseas	96
Unknown	33

The Welcome Centre will remain open until October 15th, 2019.



Physically Activity Coordinator

Truro Parks, Recreation and Culture Department will be featured in a Truro Buzz video promoting Pickleball on October 7th. The video is part of their promotion for Adult Recreation in the community.

Community Programming has commenced, all programs are well attended.

Free Programs:

- Mondays:
 - Adult Indoor Walking - 8:30-10:00am - Douglas St Gym
 - Parent & Tot Open Gym - 10:00-11:30am – Douglas St Gym
 - Pickleball - 12:00-2:00pm – Douglas St Gym
 - Preschool Skating (starting Oct 7th) - 1:00-2:00pm – Colchester Legion Stadium
 - Seniors Skating (starting Oct 7th) - 2:00-3:00pm – Colchester Legion Stadium
- Tuesdays:
 - Adult Indoor Walking - 8:30-10:00am - Douglas St Gym
 - Adult Skating (starting Oct 8th) - 10:00-11:30am – Colchester Legion Stadium
 - Pickleball - 12:00-2:00pm & 7:00-9:00pm – Douglas St Gym
 - Elementary Children/Family Open Gym - 6:00-7:30pm – Truro Elementary
- Wednesdays:
 - Adult Indoor Walking - 8:30-10:00am - Douglas St Gym
 - Parent & Tot Open Gym - 10:00-11:30am – Douglas St Gym
 - Adult Basketball - 7:30-9:00pm – Truro Junior High
- Thursdays:
 - Adult Indoor Walking - 8:30-10:00am - Douglas St Gym
 - Seniors Skating (starting Oct 10th) - 9:30-10:30am – Colchester Legion Stadium
 - Pre-school Skating (starting Oct 10th) - 10:30-11:30am – Colchester Legion Stadium
 - Pickleball - 12:00-2:00pm – Douglas St Gym
 - Adult Ball Hockey - 8:30-10:00pm – Douglas St Gym
 - Adult Badminton - 7:30-9:00pm – Truro Elementary
- Fridays:
 - Adult Indoor Walking - 8:30-10:00am - Douglas St Gym
 - Parent & Tot Open Gym - 10:00-11:30am – Douglas St Gym
 - Pickleball - 12:00-2:00pm – Douglas St Gym
 - Adult Skating (starting Oct 11th) - 1:15-2:30pm – Colchester Legion Stadium

Paid Programs:

- Sportball – Sunday's (3 groups)- 10 weeks
- Mat Yoga – Saturday's - 8 weeks
- Chair Yoga – Saturday's - 8 weeks
- Women's Self Defense – Monday's - 10 weeks
- Colchester Multi-Sport – Four days per week (2 groups) – 10 months.



Downtown Maintenance:

Hanging baskets have been removed from the Downtown, staff are preparing for fall and winter décor. Remembrance Day banners will be installed beginning of November.

Upham Drive pathway is complete with a gravel trail for community members as part of the department's walkability initiative.



Paper bag Leaf Collection:

The Town of Truro Parks and Recreation and Colchester Solid Waste Resource Management are partnering together to promote the change to eliminate the use of plastic bags. While quantities last, we are providing residents of the Town of Truro free sample bags. They can be picked up at the Douglas Street Recreation Centre.

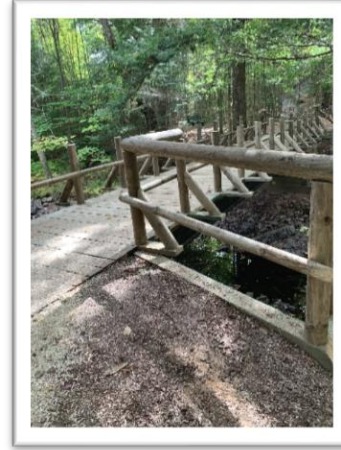
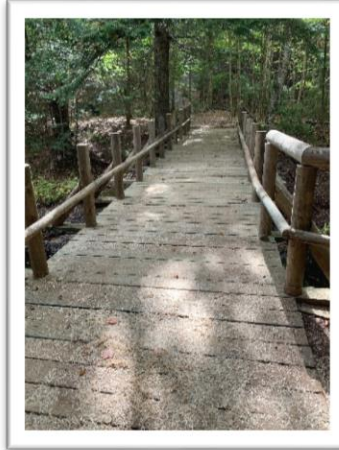
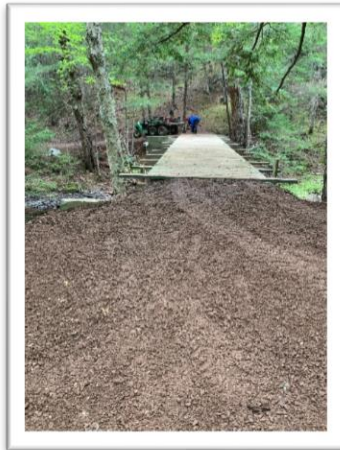
Deer Bow Hunt:

Water Shed deer bow hunt registration is open, currently 5 hunters are registered.



Victoria Park:

Trail Maintenance continues, the bridge on the Vibert Trail remains closed until construction on the bridge is complete.



Colchester Legion Stadium

Stadium is busy with rentals. The senior and pre-school, and family skates have commenced.

The canteen at the Colchester Legions Stadium opened in September. The canteen is open during lunch hours Monday – Friday 11:00 – 12:30PM and during Minor Hockey, Minor Midget, and CEC Hockey games.

Soccer and Ballfields

Fall Soccer, baseball, and softball season has commenced, staff continue to maintain fields.

Respectfully submitted,
Ashley E.S. Simms
Director of Parks, Recreation & Culture





Town of Truro
40 Douglas Street
Truro, Nova Scotia, B2N 2E7
T (902) 893-6078 F (902) 893-6099



MOTION REQUIRED FROM COUNCIL

Date of Council: October 7, 2019	Subject: Amended Accounts Receivable Policy
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Description:
 The accounts receivable policy has not been updated since 2006. The corporate services department has reviewed and updated the policy to reflect current practices. The current process of collections and tax sale proceedings to collect property taxes is reducing the outstanding taxes receivable, the water disconnection procedure is also reducing the water receivables balance. The auditors noted the reduction in the receivable balances year over year and commended the Town's efforts to collect outstanding receivables.

Proposed Motion:
 Council approve the amended accounts receivable policy attached.

Motion Made by: _____ 2nd by: _____ Motion Carried Motion Denied
 Motion Amended: _____ 2nd by: _____ Motion Carried Motion Denied

IMPLICATIONS OF RECOMMENDATION

CAO/Staff Recommendation:

LEGISLATIVE AUTHORITY

Municipal Government Act	Public Tendering Act
Town of Truro Community Plan	Policy and/or Regulation
Estimated Cost	Website

Communication Strategy**STANDING COMMITTEE COMMENTS**

IMPLICATIONS:

BACKGROUND

Report/Document:

Submitted by: Bonnie Coulter CPA, CA **Date:** October 2 2019

Reviewed by: _____ **Date:** _____

Town of Truro – Policy & Procedure Manual

Subject: Accounts Receivable Policy
Policy Number: P110-002
Approval Date: March 3, 2003
January 9, 2006
Departments: Finance

1.0 TAXES

- 1.1 In this Policy, “taxes” means taxes as defined in Section 3 (bz) of the Municipal Government Act.
- 1.2 Taxes will be billed in two (2) separate installments. The amount of the first installment will be 50% of the taxes for the year and will be due on July 3rd. The amount of the second and final installment will be the remaining taxes for the year, and will be due November 4th. Taxes shall bear interest beginning on the date in which they fall due. Interest shall be based on the interest rate set in this policy.
- 1.3 The Town will collect tax arrears in accordance with Part VI of the Municipal Government Act, including commencing tax sale proceedings each year on all properties that meet the criteria of Section 134(1) of that Act.
- 1.4 Town staff may, at their discretion, make payment arrangements to collect outstanding tax arrears over a period not to exceed three (3) years.

2.0 WATER UTILITY RECEIVABLES

- 2.1 In this Policy, “water utility account” means an amount owing to the Town of Truro Water Utility for water, water services, or interest.
- 2.2 Collection will take place on water utility accounts in accordance with the Nova Scotia Utility and Review Board’s Rules and Regulations for the Town of Truro Water Utility.
- 2.3 For the collection of water accounts that are no longer active and for which termination of water service is not available, the Town of Truro Water Utility may send the water account to the collection agency used by the Utility for collection.

3.0 OTHER RECEIVABLES

- 3.1 In this Policy, "other receivable" means any receivable owed to the Town other than taxes or water utility accounts.
- 3.2 Town staff will maintain an aged list of other receivables outstanding.
- 3.3 When any other receivable account has been outstanding for 60 days or more, the person or organization liable for the account may be sent an "Advance Notice of Collection Proceedings" letter.
- 3.4 After the due date specified in the "Advance Notice of Collection Proceedings" letter, any other receivable account may be sent to the Town's collection agency for collection.
- 3.5 A water utility account or other receivable account sent to a collection agency may be automatically written off if the Town is advised in writing that the outstanding balance has been deemed uncollectible by the collection agency.
- 3.6 If an account has not been sent to a collection agency and staff have determined that the outstanding balance is uncollectible, the account must be approved for write off by Council unless staff has determined that the balance was billed in error.

INTEREST PAYABLE

- 4.0 Interest shall be charged on overdue taxes, water charges, sewer charges and any other charges or sums owing to the Town at a rate of 15% per annum or 1.25% per month.

September 17, 2019

Attention: Town of Truro & County of Colchester

Re: Recommendation for RECC Board member Reappointments

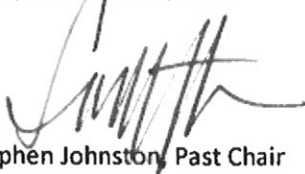
Greetings Mayor(s) and Council(s),

Please accept this correspondence in consideration of the Board recommended reappointment of Dwayne Boudreau (Acting Chair) representing the County of Colchester and Stephen Johnston (Past Chair) representing the Town of Truro for an extended 4 year term to the Rath Eastlink Community Centre Board of Directors.

Best regards,



Dwayne Boudreau, Chair



Stephen Johnston, Past Chair



Matt Moore, General Manager

For Release on September 30, 2019

Town of Truro to Proclaim October as “Reduce Single Use” Month

The Town of Truro understands municipalities have a large role to play to help protect the environment and to help encourage the reduction of single use items. One of the ways the Town of Truro is encouraging reduction of wasteful single-use items is to proclaim the month of October as “Reduce Single Use” month. The Town wants to work with its businesses and citizens to help encourage long term reduction of waste.

On October 7, during the monthly Truro Town Council meeting, Mayor Bill Mills will proclaim October as Reduce Single Use month in the Town of Truro.

The Town of Truro is partnering with the Downtown Truro Partnership, as well as Colchester Solid Waste Resource Management, Divert NS, and the Truro and Colchester Chamber of Commerce on this initiative.

Residents and businesses can participate in a number of ways.

- **Take the Pledge Challenge** – Residents and businesses are encouraged to take the pledge to help to reduce wasteful single use items. The challenge outlines the top 10 actions for how residents can *Reduce Single Use* waste. Residents can choose which actions they are willing to commit to and can highlight which actions they are already undertaking! To take the pledge, go to <https://bit.ly/2lrDUeH>. All entries will be entered to win one of two great prize packages which include reusable YETI cups, straws, bags, bottles, and more!
- **Paper Bags for Town of Truro Leaf Collection** – Colchester Solid Waste Resource Management and the Town of Truro are partnering on an initiative to promote the change to eliminate the use of plastic bags for the Town’s annual Leaf Collection Program. To encourage the change from plastic to paper, the Town of Truro is providing residents with a free sample of leaf collection, paper bags to launch the program. Bags are available while quantities last. If you wish to participate, or you have any questions about this initiative please call 902-893-6078.
- **Reduce Single Use Workshop** - October 10, 2019, 4pm to 6pm, Truro Farmers’ Market, 15 Young Street – Join Divert NS and Colchester Solid Waste Resource Management as they bring together businesses and environmental influencers in the community to share their successes in reducing waste. Keynote speaker, Kate Pepler, owner of The Tare Shop in Halifax, will be talking about leading the charge in building a zero-waste building and how she is leading Halifax in refusing to waste.
- **Waste Reduction Week Kickoff** – October 19th, 9am to 1pm, Truro Farmers’ Market. Come speak to representatives from Colchester Solid Waste Resource Management to kick-off Waste Reduction Week. Learn more about local initiatives taking place and actions you can take to help reduce waste.

- **Fall Compost Giveaway** - October 21st to 26th, Monday to Friday, 8:30am to 3:30pm and Saturday, 8:30am to 11:30am, Colchester Compost Facility, Mingo Road, Kemptown. This event entitles each household to 3 bags or 100 kilograms of free compost. Bags will be provided but please bring your own shovel, gloves and appropriate footwear. Call the Colchester Waste Reduction Helpline at 902-895-4777 for more information and helpful composting tips.
- **Preventing Food Waste** – October 24th, 10am, Sobeys – Join Jennifer Ferguson, Registered Dietitian on a session to learn how to prevent food waste. Contact 902-895-7382 for more information.

For more information, and to obtain additional information on events and initiatives, follow the *Reduce Single Use October* Facebook Page: <https://www.facebook.com/ReduceSingleUseOctober>

For more information contact:

Alison Grant
Manager of Economic Development
Town of Truro
(902)893-1424
agrant@truro.ca

or

Jenn Mantin
Executive Director
Downtown Truro Partnership
(902)893-7800
jenn@downtowntruro.ca

MOTION REQUIRED FROM COUNCIL

Date of Council: October 7, 2019	Subject: African Nova Scotian Community Strategy
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Description: Members of Council had an opportunity to meet and hear the concerns of the African Nova Scotia Community in Truro over the past several weeks. From these discussions we have learned that issues such as communication, understanding and other community concerns need to be addressed in partnership with the Community.

The Town will work with the African Nova Scotian Community through a Special Committee of Council through direct consultation and community meetings. Council will appoint members of the Diversity Committee to the Special Committee. The African Nova Scotia Community will select representatives from each of the Historically Designated Areas as well as including any community representatives that it sees as appropriate to represent the Community on the Committee.

The Committee will have a equal number of members from the Community and from Council appointment. It would initially be formed of 10 members with the final composition being determined by a recommendation by the Committee to Council. The Chair will be a qualified, independent person appointed with agreement of both the Town and African Nova Scotian Community.

As part of this process Truro Town Council will be consulting with the Nova Scotia Human Rights Commission prior to the work of the Special Committee getting underway. It is our hope that the Commission will help add clarity and provide any assistance as we move forward for both Council and the Committee. This will allow the scope of the strategy to be established.

Once established the Special Committee will work with the Community to establish terms of reference, milestones and objectives based on the approved scope. The chair of the Committee will then brief Council on the way forward that has been agreed upon. Council will have final approval. The documents listed below will provide guidance based in Community needs and Municipal authority.

The outcome that is envisioned is a multi-faceted action plan that will help to guide the Town and Community to find solutions. This will not come without participation, co-operation, willingness and patience from everyone concerned. We recognize that some of the issues can be painful and complex, but we will not succeed without speaking the truth, education, understanding, dialogue and awareness.

Proposed Motion: Be it resolved the Town of Truro work collaboratively with the African Nova Scotian Community in Truro to enhance our relationship through historical recognition of their contribution to the community, improved communications to open dialogue on other community concerns, and to support the community as it seeks justice and development through the provincial and federal governments.

Motion Made by:	2 nd by:	Motion Carried <input type="checkbox"/>	Motion Denied <input type="checkbox"/>
Motion Amended:	2 nd by:	Motion Carried <input type="checkbox"/>	Motion Denied <input type="checkbox"/>

IMPLICATIONS OF RECOMMENDATION

CAO/Staff Recommendation: This will be a long-term process of Community building, communications and understanding. It is something that is essential for our African Nova Scotian residents be properly recognized as founding members of our community.

LEGISLATIVE AUTHORITY

Municipal Government Act	Public Tendering Act
Town of Truro Community Plan	Policy and/or Regulation
	<ul style="list-style-type: none"> • NS Human Rights Act • Count Us In: Nova Scotia’s Action plan for Response to the International Decade for people of African Descent • 2015 United Nations Decade for People of African Descent Action Plan • 2017 Report by the UN Working Group of Experts on People of African Descent
Estimated Cost	Website
TBD	

