

**MUNICIPAL COUNCIL MEETING**  
**MARCH 8, 2005**

**AGENDA**

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Council Minutes – February 8, 2005
4. Business Arising
  - (a) Tax Exemption & Reduction By-law ~ Western Kings Memorial Health Society  
Page 2
5. Recommendations from Other Committees
  - (a) Committee of the Whole  
Page 5
  - (b) Recommendation from Planning Advisory Committee  
Page 6
6. New Business
  - (a) Taxi License By-law  
Page 16
7. Correspondence
  - (a) Annapolis Valley Regional Library – January 2005 Report  
Page 17
8. Next Meeting Date ~ April 12, 2005
9. Adjournment

**Town of Berwick**  
**Report to Municipal Council**  
**Agenda Item 4(a)**

Subject: Tax Exemption and Reduction By-law & WKMHC Tax Exemption Request

From: Linda Parker, Chief Administrative Officer

Date: March 1, 1005

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***Background***

There are currently two issues outstanding with respect to Council's Tax Exemption and Reduction By-law. The first is the request made to Council at its regular monthly meeting in February from the Western Kings Memorial Health Society (WKMHS) for a full tax exemption of its property located on Orchard Street. Staff was asked to prepare the necessary amendments to the By-law to include the WKMHS for a full tax exemption.

The second issue is the amendments to the By-law to include the two commercial Day Care Centres for which Council has granted exemptions effective April 1, 2005. A report to COTW in February recommended a draft by-law that would include the Day Care Centres in the current by-law as well as a number of housekeeping amendments to update the By-law to be consistent with amendments made to the MGA. Further, the proposed amendments to the by-law would cause Council's Partial Tax Exemption By-law to be redundant and so it was recommended that it be repealed.

***Issue***

Council approval of first reading and proceed to second reading of the amended Tax Exemption and Reduction By-law to include a full commercial tax exemption for the Western Kings Memorial Health Society and the addition of the two Day Care Centres, Orchards Away Day Care and My Little Family Day Care for a full exemption of the business occupancy tax and a partial exemption of the commercial property tax. Further, Council approval to repeal the Partial Tax Exemption By-law.

***Analysis***

Staff reports on the request from the WKMHS for a full tax exemption and the necessary by-law amendments to include Day Care Centres for the Tax Exemption and Reduction By-law were provided at February Council and COTW respectively. Attached is a draft of the Tax Exemption and Reduction By-law that incorporates a full commercial tax exemption for the WKMHS, the addition of the two Day Care Centres, Orchards Away Day Care and My Little Family Day Care for a full exemption of the business occupancy tax and a partial exemption of the commercial property tax and the housekeeping amendments to ensure MGA compliance.

***Recommendation***

Council approve first reading of the amended Tax Exemption and Reduction By-law and approve proceeding to second reading at April Council. Further that Council approve repealing the Partial Tax Exemption By-law.

***Action Required***

Council's consideration of the recommendation.

# TOWN OF BERWICK

## TAX EXEMPTION AND REDUCTION BYLAW

1. This bylaw shall be known as the Tax Exemption and Reduction Bylaw.
2. All or part of the Property:
  - (a) of a named registered Canadian charitable organization that is used directly and solely for a charitable purpose;
  - (b) of a nonprofit community, charitable, fraternal, educational, recreational, religious, cultural or sporting organization if, the organization provides a service that might otherwise be a responsibility of the council;which are named and identified in Schedule "A" to this Bylaw shall be exempt from taxation.
3. All or part of the taxable commercial property of any nonprofit community, charitable, fraternal, educational, recreational, religious, cultural or sporting organization which are named and identified in Schedule "B" to this Bylaw shall be reduced to the tax that would otherwise be payable if the property were residential property, inclusive of area rates.
4. All or part of the taxable commercial property of any day care centre licensed under the Day Care Act which are named and identified in Schedule "C" to this Bylaw shall:
  - (a) be reduced to the tax that would otherwise be payable if the property were residential property, inclusive of area rates; and
  - (b) be exempt from taxes payable in respect of business occupancy assessment.
5. An exemption or reduction shall apply only to that portion of the property identified and specified in Schedules "A", "B" and "C".
6. When a property or part thereof listed in Schedule "A", "B" or "C" ceases to be occupied for the purposes specified in Section 2, 3, or 4 of this By-Law then the exemption or reduction from taxation shall cease and the owner of the property shall be immediately liable for the real property tax on such property or part thereof for the remaining portion of the taxation year then unexpired.
7. The effective date of exemption or reduction shall be specified in Schedule "A", "B" and "C".
8. Schedule "A", "B" and "C" to this Bylaw as amended from time to time shall form part of this Bylaw.

### History of this Bylaw:

Enacted - May 11, 1999  
Amended - January 13, 2004

**SCHEDULE “A”~ Full Exemption**

<b>Owner</b>	<b>Property</b>	<b>Effective Date</b>	<b>Extent of Application</b>
Apple Capital Museum Society	Land, 73 Mill Street	April 1, 1999	Whole
Apple Capital Museum Society	Land and Buildings, Commercial Street	April 1, 1999	Whole
St. Eudora Rebekah Lodge No. 43	Land and Hall, 149 Cottage	January 13, 2004	Whole
Western Kings Memorial Health Society	Land Medical Centre Paramedic Station	April 1, 2005	Whole

**SCHEDULE “B” ~ Partial Reduction**

<b>Owner</b>	<b>Owner</b>	<b>Effective Date</b>	<b>Extent of Application</b>
Berwick Curling Club	Land and building, Orchard Street	September 12, 1978	Whole
Valley Lodge A.F. & A.M. #90	Land and hall	September 12, 1978	Whole

**SCHEDULE “C” ~ Day Care Partial Reduction**

<b>Owner</b>	<b>Property</b>	<b>Effective Date</b>	<b>Extent of Application</b>
Berwick & District Nursery School	Land and educational facility, 155 Orchard Street	February 13, 2002	Partial
Stannage & Marilyn Corkum	Daycare Building 302 Main Street	April 1, 2005	Partial ~ Commercial Property Assessment Whole ~ Business Occupancy Assessment
Carol Allen	Orchards Away Day Care	April 1, 2005	Partial ~ Commercial Property Assessment Whole ~ Business Occupancy Assessment

**Town of Berwick**  
*Report to Municipal Council*

**Agenda Item # 5(a)**

Subject: Recommendations from February Committee of the Whole

From: Linda Parker, Chief Administrative Officer

Date: March 8, 2005

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The following recommendations to Council were approved by the Committee of the Whole at the regular meeting held on 22 February, 2005:

- (a) Committee of the Whole recommends to Council the approval of a budget in the amount of \$2,080 for the 2005 Apple Blossom Princess Tea Committee.
- (b) Committee of the Whole recommends to Council that the household income level be increased to \$20,087 and exemption amount of \$200 remain unchanged for the taxation year 2005/06.
- (c) Committee of the Whole recommends Council set the interest rate charged on overdue taxes at 12.7% per annum (1.0% per month compounded) for fiscal 2005/06.

# **Town of Berwick**

## **Report to Municipal Council**

### **Agenda Item 5(b)**

Subject: Proposed Amendments to Kings County Municipal Planning Strategy and Land Use By-law

From: Deputy Mayor Mike Trinacty, PAC Chair

Date: March 1, 2005

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#### ***Background***

In October 2002 Council authorized a Water Resource Management Study for the Town and surrounding areas. The results of the study indicated the Town's ground water was of pristine quality with a recharge six times the current demands. To protect this valuable resource, Council approved amendments to its MPS and LUB that restricted the use of lands in the Town to those activities that would not pose a risk of contamination.

Since not all of the ground water resource is found within the Town's municipal boundaries, areas outside of the Town in the County of Kings fall within the Town's water resource protection area. To protect ground water in the County, the PAC are proposing similar amendments to those made in the Town's MPS and LUB also be made the County of Kings' MPS and LUB.

The following motion was passed by the PAC at their February 2005 meeting:

***IT WAS MOVED and seconded to recommend to Council that they proceed with the proposed amendments to the County of Kings Municipal Planning Strategy and Land Use By-law.***

#### ***Issue***

Council approval to request the Municipality of the County of Kings to amend its Municipal Planning Strategy and Land Use By-law as proposed in the April 2003 Town of Berwick Water Supply Management Plan.

#### ***Analysis***

Water Resource Management Plans have been prepared by a number of communities in Kings County including the Villages of Canning, Port Williams, New Minas and the Town of Kentville. In each case requests for amendments in the County of Kings MPS and LUB to support these communities Water Supply Management Plans have been approved.

For the complete amendments to the County's MPS and LUB that are being requested by the Town of Berwick, please refer to the attached document.

#### ***Communication Plan***

External ~ letter to the County of Kings requesting the amendments presented in the attached document be approved

Internal ~ notice to the 4Site Group of Council's decision on this matter

***Recommendation***

It is recommended that Council approve a formal request going forward to the Municipality of the County of Kings to amend its Municipal Planning Strategy and Land Use By-law as proposed in the April 2003 Town of Berwick Water Supply Management Plan.

***Action Required***

Council's consideration of the recommendation.

**Proposed Amendments to Kings County  
Municipal Planning Strategy  
And  
Land Use By-law**

**Water Resource Planning, Berwick Groundwater Supply Area**

**Amendments, Kings County Municipal Planning Strategy**

1. Adding the following new section:

Companion Policies: Groundwater Supply and Management, South Berwick and Area

In October 2002 the Berwick Town Council commissioned a Water Resource Management Study for the Town. The three-part study included preparation of base mapping, inventory and documentation of environmental conditions and existing land use and development patterns. The study program also included a well inventory and water sampling program which was carded out over a 10 month period. The background documentation and sampling program data was utilized by consulting engineers and geoscience professionals to prepare a Water Supply Management Plan which was completed in April 2003.

In conjunction with the scientific and engineering analysis the Town also undertook to draft amendments to the Berwick Municipal Planning Strategy and Land Use By-law to implement planning and development control measures aimed at protecting the quality of the ground water resource in the Berwick area. Recognizing that the quality of ground water in the Town is directly influenced by development adjacent to, but beyond the Town limits, the Berwick Town Council has requested that the Municipality adopt certain land use control provisions for lands adjacent to the Town. It is recognized that residents from the Town and the County both share a common interest in ensuring that the quality of the ground water resource in the Berwick area is protected.

The April 2003 Town of Berwick Water Supply Management Plan, prepared by Hiltz and Seamone Co. Ltd., Consulting Engineers and W.G. Shaw and Associates Ltd., Consulting Geoscientists, identified that the Town's current daily water demand ranges between 300,000 and 400,000 gallons. The consultants have estimated that this annual consumption represents approximately fifteen (15%) percent of the annual groundwater recharge of approximately 1000 million gallons which occurs within the local bedrock aquifer.

The well sampling and water analysis component of the study program indicated that groundwater, primarily drawn from the area's sandstone bedrock aquifer, is fresh,



moderately soft to moderately hard, slightly basic and contains trace amounts of a number of elements and minerals. The groundwater generally conforms to all minimum standards in the Canadian Drinking Water Guidelines as established by the Canadian Council for the Ministers of the Environment and as adopted by the Nova Scotia Department of Environment and Labour. The groundwater in the Berwick area was characterized in the Town of Berwick Water Resource Management Study, Phase 2: Water Quality Survey as being "very good".

In the absence of a municipally operated central water supply system all property owners in the Town, and surrounding area, are responsible for their own water supply. The Town of Berwick Water Supply Management Plan identified that, prior to its closure in 2004 the Avon Foods Ltd. processing operation together with Larsen's Packing Ltd. utilized approximately the same volume of water on a daily basis as the rest of the Town users combined. The ability to access clean water in sustainable quantities is critical to the commercial viability of all businesses within the Town and the surrounding area. In the interest of groundwater resource management the Berwick Town Council in December 2004 adopted amendments to its own Municipal Planning Strategy and Land Use By-law to enact land use control policies and By-law provisions directed controlling development activities for the purposes of groundwater resource protection.

Utilizing a widely recognized computer model, HST-3D, the Town of Berwick Water Supply Management Plan has identified a "Zone of Contribution" which generally supports domestic ground water production for all wells within the Town of Berwick. This area contains approximately 15 square kilometers of land and extends roughly 4 kilometers in width both east-west and north-south from the primary developed areas within the Town. The lands within the Zone of Influence also represent the limits of groundwater migration through the aquifer to wells within the Town over a time of travel of between one and twenty-five years.

The model has also been utilized to identify "Zones of Influence" for the commercial groundwater production wells utilized by Larsen's Packing Ltd. and the former Avon Foods Ltd. These areas include lands which directly contribute to ongoing groundwater production for commercial use and which, through which groundwater migration, have an estimated time of travel to the wellheads of one year or less under pumping conditions.

The time of travel to a well as modeled in the groundwater migration estimates, in the case of both the Zones of Influence and Zone of Contribution, also represents the degree of risk to which a well maybe be exposed as a result of contamination. Risk of contamination increase with both the proximity to a well and with a reduced time of groundwater migration.

A majority of lands located within the County which fall within the Zones of Influence are either currently used for agricultural purposes (crop, pasture or orchard) or are vacant and undeveloped. With the exception of several parcels located at the eastern end of Berwick's Main Street these lands do not have direct public road frontage or related infrastructure. These lands are designated and zoned for agricultural use. Current provisions in the Strategy and Land Use By-law limit potential future development

primarily to farm and farm related uses. These Agricultural Zone (A1) permitted uses generally do not represent a risk to contamination or degradation of the groundwater resources.

The Area of Contribution includes lands within the South Berwick Hamlet designation, fronting on Highway 1 between Bentley Road on the east and Taylor Road on the west. The Area of Contribution also includes lands north and south of Highway 1 between Bentley Road on the east, Rainforth Road on the west and south towards the Cleveland/Lawrence Road area. The Hamlet designation area contains a mix of residential, commercial and community facility uses as well as several industrial activities. The area outside of the Hamlet designation contains agricultural and rural residential uses which have developed along the existing public road network. In addition to a substantial amount of vacant undeveloped land a variety of environmentally sensitive lands within this area, including watercourses, bogs and wetlands, play an important role in the local hydrologic regime.

The Hamlet designation policies are generally intended to reflect the character of a number of small communities within the County's rural areas. South Berwick has been identified as one of four Hamlets being significantly influenced by adjacent intensive urban-type development. The primary focus for future development within the Hamlet designation is for residential, local commercial and community facility uses. The Strategy does however provide for the recognition of existing uses and the development of future commercial and industrial uses within the Hamlet designation by means of rezoning. While the rezoning provisions provide for a means to review development proposals a number of the permitted uses within the Hamlet Commercial and Hamlet Industrial zones have been identified as being of concern to groundwater protection. In particular the development of gas stations, chemical, fertilizer or pesticide production and storage and dry cleaning uses do present risks to groundwater contamination which should be addressed. In addition a number of uses which utilize petroleum and chemical products in fabrication, service or maintenance processes also present a degree of risk to groundwater resources. Recognizing that development of these uses can take place with minimal risk of contamination provided that appropriate planning and environmental protection measures, the primary thrust of the policies in this section is to require certain uses to be considered by Development Agreement when located within the Zone of Influence or the Zone of Contribution.

In general the purpose of the policies and related Land Use By-law provisions contained in this section is to identify lands within the County which are included within the Zones of Influence and Zone of Contribution for groundwater protection in the Town of Berwick and provide for land use control measures which limit the risk of groundwater contamination as a result of development.

## **Policies**

1. Further to and in support of policies contained in this Strategy, Council

accepts the technical information and recommendations for Groundwater Supply Area protection contained in the Town of Berwick Water Supply Management Plan (Hiltz and Seamone Co. Ltd., Consulting Engineers and W. G. Shaw and Associates Ltd., Consulting Geoscientists, April 2003).

2. Council shall, in keeping with Policy 1, implement protective measures in the General Provisions section of the Land Use By-law, pursuant to the Municipal Government Act for the purposes of promoting protection of groundwater within the South Berwick and Area Groundwater Supply Area.
3. In addition to provisions contained in this section Council intends to work with the Town of Berwick to explore legal mechanisms and administrative and management undertakings which support the protection of the groundwater within the supply area but which are beyond the scope and authority of municipal planning legislation. These efforts may include but not be limited to public awareness and education programs, water conservation and consumption management and contingency planning for supply and distribution management. Specific administrative and management measures may also include restrictions on the application of road salt (and other de-icing products), the use and application of pesticides, herbicides and fertilizers, agricultural production and waste management, private well drilling and groundwater production, aggregate extraction and forestry development.
4. Council shall institute in the General Provisions section of the Land Use By-law two categories of "zones" for South Berwick and Area Groundwater Supply Area protection as identified and delineated in the Town of Berwick Water Supply Management Plan which it shall identify on a Groundwater Resource Management Plan map appended to the Land Use By-law. The By-law shall include the following special zones and provisions:

### **Water Supply Zone of Influence**

The Water Supply Zone of Influence consists of lands in the vicinity of the primary commercial production wells for Larsen's Packing Ltd. and the former Avon Food Ltd. This area is delineated by the length of time estimated for groundwater and by association any contaminants to travel through geological structures to the wellhead, with a time of travel rating up to 1 year, as identified in the Town of Berwick Water Supply Management Plan.

### **Water Supply Zone of Contribution**

The Water Supply Zone of Contribution consists of lands which provide the primary

source of groundwater which supports and recharges the wells within the Town of Berwick. This area is delineated by the length of time estimated for groundwater and by association any contaminates to travel through geological structures to the wellhead, with a time of travel rating of between 1 year to 25 years, as identified in the Town of Berwick Water Supply Management Plan.

5. Notwithstanding other provision of this Strategy it shall be the intention of Council to not consider rezoning lands within the Zone of Influence to Agricultural industrial (M3).

6. Notwithstanding other provisions of this Strategy within the Zone of Influence and Zone of Contribution the following uses shall be prohibited from development:

- Commercial Bulk Storage of Petroleum Fuel Storage, excluding Gasoline or Service Stations
- Commercial Storage of Petroleum Solvents
- Commercial Storage, Processing or Production of Pesticide, Herbicide or Fertilizer
- Commercial or Bulk Storage of Salt
- Automotive Salvage Yards
- Dry Cleaning

7. Notwithstanding other provisions of this Strategy within the Zone of Influence and Zone of Contribution the following uses shall be permitted only by Development Agreement and in addition to other provisions contained in this Strategy Council in considering an application for approval of a Development Agreement shall ensure that the proposal does not increase the potential for contamination of groundwater:

- Gasoline and or Automotive Service Stations
- All Uses within the Agricultural Industrial (M3) Zone with the exception of Fire Stations
- All Uses within the Hamlet Industrial (M5) Zone

## **Amendments to Kings County Land Use By-law**

1. Adding to the General Provisions For All Zones, the following new subsection

Groundwater Resource Management, South Berwick and Area  
Groundwater Supply Area

1. The provisions of all other Zones notwithstanding, the land use restrictions set out in subsection (2) shall apply to development of lands situated within the South Berwick and Area Groundwater Supply Area as delineated on the South Berwick and Area Groundwater Supply Area Zoning Map, Schedule (X) of this By-law.

- 2 Prohibited Uses, Zone of Contribution

Notwithstanding any other provisions contained in this By-law the following uses shall be prohibited from locating with the Zone of Contribution:

Commercial Bulk Storage of Petroleum Fuel Storage, excluding  
Gasoline or Service Stations  
Commercial Storage of Petroleum Solvents  
Commercial Storage, Processing or Production of Pesticide,  
Herbicide or Fertilizer  
Commercial or Bulk Storage of Salt  
Automotive Salvage Yards  
Dry Cleaning

2. Inserting in the following new Part to Part 5.1, Uses Permitted by Development Agreement:

5.1.6 Development of Gasoline and Automotive Service Stations; all uses in the Agricultural Industrial (M3) Zone except Fire Stations; and all uses in the Hamlet Industrial (M5) Zone within the South Berwick and Area Groundwater Supply Area Zone of Influence and Zone of Contribution as provided for in MPS (Policy 7) and identified on the South Berwick and Area Groundwater Supply Map, Schedule (X) of the Land Use By-law.

3. Amend the Land Use By-law to include a South Berwick and Area Groundwater Supply Area Urban Map, Schedule (X).

## **PART 13 - RURAL INDUSTRIAL ZONES**

### **13.1 AGRICULTURAL INDUSTRIAL (M3) ZONE**

#### **13.1.1 Purpose**

The purpose of the Agricultural Industrial (M3) Zone is to provide for the development of agricultural related industry in the agricultural district.

#### **13.1.2 Permitted Uses**

No Development Permit shall be issued in an Agricultural Industrial (M3) Zone except for one or more of the following uses and subject to the following requirements:

Agricultural] Related Industries  
Agricultural Equipment Parts, Sales and Service Agricultural Transport and Trucking Agricultural Warehousing and Storage Aggregate Related Industries  
Bulk Chemical Storage  
Bulk Fuel Storage  
Fire Stations  
Fish and Seafood Processing Industries  
Peat Moss Packaging  
Recycling Depots

#### **13.1.3 General Provisions**

- 13.1.3.1 Part 3 of this Bylaw contains provisions which apply to all zones in the Municipality and includes regulations for parking, loading spaces and signs.
- 13.1.3.2 Provisions regulating storage of petroleum and hazardous materials are found in Section 10.1 of this Bylaw.

#### **13.1.4 Access**

- 13.1.4.1 A maximum of two (2) accesses to any industrial lot from an<sup>3</sup> public road shall be permitted.
- 13.1.4.2 A minimum fifty (50) foot separation distance consisting of a curb, barrier, or ditch designed to prevent vehicular access shall be maintained between accesses.
- 13.1.4.3 Accesses shall have a maximum width of thirty-six (36) feet.
- 13.1.4.4 Accesses shall be located at least fifty (50) feet from the nearest intersection of street lines.

13.3 HAMLET INDUSTRIAL (M5) ZONE

13.3.1 Purpose

The purpose of the Hamlet Industrial (M5) Zone is to provide for the development of industrial uses related to resource activities in Hamlets.

13.3.2 Permitted Uses

No Development Permit shall be issued in a Hamlet Industrial (MS) Zone except for one or more of the following uses and subject to the following requirements:

Agricultural Equipment Parts, Sales and Service

Oct 4/93

(Deleted)

Oct 4/93

(Deleted)

Cold Storage Facilities

Jan 5/93

Existing Uses

Fishing Equipment Parts, Sales and Service

Forestry Equipment Parts, Sales and Service

Heavy Equipment Storage and Maintenance

Oct. 4/93

(Deleted)

Service Industries

Transport and Trucking

Transportation Services

Oct. 4/93

Warehousing and Storage

Well Drilling Service

13.3.3 General Provisions

13.3.3.1 Part 3 of this Bylaw contains provisions which apply to all zones in the Municipality and includes regulations for parking, loading spaces and signs.

13.3.3.2 Provisions pertaining to the storage of petroleum and hazardous materials are found in Section 10.1 of this Bylaw

13.3.4 Outdoor Storage

No outdoor storage shall be permitted in a yard abutting any R7, I1 or CF Zone.

13.3.5 Buffering and Screening

Where an industrial use in a M5 Zone is located on lands abutting a R7, I1 or CF Zone, no parking or loading shall be permitted in any abutting yard.

13.3.6 Access

13.3.6.1 A maximum of two (2) accesses to any industrial lot from any public road shall be permitted:

13.3.6.2 A minimum fifty (50) foot separation distance consisting of a curb, barrier or ditch designed to prevent vehicular access shall be maintained between accesses.

# Town of Berwick Report to Council

## Agenda Item

Subject: Taxi Cab By-law  
From: Michael MacLean, Accountant  
Date: March 2, 2005

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### ***Background***

Our current Bylaw requires that taxi cabs be licensed on an annual basis. Part of the licensing process involves providing proof of insurance. Paragraph 99 (1) (c) states that the amount of liability insurance coverage be a minimum of \$50,000.

### ***Issue***

To approve an amendment to the Taxi Cab Bylaw increasing the level of insurance coverage required for licensing purposes.

### ***Analysis***

The Taxi Bylaw was enacted in July 1963 with \$50,000 as the required insurance. Our insurance broker has indicated that the majority of insurance policies now require minimum liability coverage of \$1,000,000 and it is not unusual to see policies with \$2,000,000 coverage.

A review of several other municipal units shows that Kentville and the County of Kings require a minimum coverage of \$1,000,000 and Wolfville requires \$2,000,000. The Taxi Bylaw template provided by the Province quotes coverage of \$1,000,000. Based on information provided by our broker, a business may have to pay 11% more in premiums to obtain the \$2,000,000 coverage.

### ***Communication Plans***

External – Correspondence be sent to the applicable companies indicating that the insurance requirement has been increased.

Internal – Copy of Bylaw amendment be circulated to staff to update them on revised requirements.

### ***Recommendation***

That Council approves the following amended wording to the Taxi Cab Bylaw, paragraph 99 (1) (c);

**That the applicant provide proof of public liability insurance of not less than \$1,000,000 and an endorsement on the policy to indicate that the motor vehicle is insured to operate as a taxi.**

### ***Action Required***

Council's consideration of the recommendation.



Council  
Agenda

**Annapolis Valley Regional Library**

Report to Municipal Units - January 2005

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**Branch Services**

The official opening ceremonies at the new Windsor Regional Library were held on November 27<sup>th</sup> with a capacity crowd in attendance. Patrons, and staff, are delighted with the new facilities and increased collection size. Unofficial reports by staff support an expected increased usage.

During December, several special events were held in our valley libraries.

- Berwick librarian Lynn Silver held a reading of "Twas the Night Before Christmas" in conjunction with the Town's 24<sup>th</sup> annual Santa Claus celebrations.
- Author, artist and Hockey Heritage Society founder Garth Vaughan was at the Windsor Regional Library on December 1<sup>st</sup> for a children's reading from his new book "Tommy's New Block Skates".
- The Kentville Library hosted a special Holiday Craft Fun session for children on December 10<sup>th</sup>; On the 18<sup>th</sup>, the library offered "Music of the season" where local musicians shared their love of music with visiting patrons.
- The Rosa M. Harvey Middleton & District Library also hosted special Christmas-themed craft and storytime events for 2 age groups of children on December 18<sup>th</sup>.
- The bookmobile serving the eastern part of the Valley participated in the New Minas Santa Claus parade again this year.

Four branch employees attended a Program Sharing Session hosted by Colchester-East Hants and Pictou-Antigonish staff. Fourteen people from five regions exchanged ideas, handouts, and practical information on a variety of program topics for various age groups. Staff was very appreciative of this opportunity and returned with an infusion of enthusiasm, with some new projects already being discussed and implemented.

We are very excited to announce that our regional library system will be receiving \$9,000 over the next several months to further develop and implement programs that support the provincial *Read to Me!* project. These funds are from the IWK External Grants Program and are the result of a provincially-submitted Read to Me! proposal, to which 4 libraries provided input. This money will allow our three current "Babies & Books" sessions to be extended into the spring and fall, permit training/orientations for staff to implement and assess the baby programs in other branches, and \$2,500 will go toward rejuvenating our baby and toddler-age book collection. The infusion of funds will allow us to assess baby programs (new to our region) and develop and adapt future programs accordingly.

Wendy Trimmer Head of Branch Services

## **Automation Update**

### **Automated Library System**

Sirsi and the Nova Scotia Provincial Library have determined that the best possible solution for the migration of the NcompasS system from MultiLIS to Unicorn is to wait for the next complete version of the software. Problems experienced in the second test database created will be resolved with this next version. The release date of the software is mid-late January, 2005.

It is anticipated that the "live" date for use of the new system will be late spring. A contract calendar will be negotiated when the new software has been tested. Preparations continue for the migration with database cleanup and equipment upgrades. Training and other aspects of the conversion have been tentatively moved to April and May.

The new software being developed will accommodate some of the special functions requested by our consortium. These changes will result in better service delivery by our region.

### **Community Access Program (CAP)**

The Fall/Winter Youth Internship program provides programming in Windsor, Wolfville, Kentville and Port Williams for a 15 week period, ending in mid-March 2005.

Additional CAP funding will be added to the programming budget to provide 10 of the 11 branch locations with programming staff. Programs being offered include one-on-one computer tutorials, pre-school story and craft programs as well as after school craft programs and kids computer programs.

It is hoped that 2005-2006 CAP funding will allow for the continuation of this programming in the upcoming fiscal year. The response from the public has been very encouraging.

### **Equipment**

CAP funding will be used to upgrade public access computers and add to the equipment offerings for public use.

The purchase of receipt printers for library automation purposes is on hold until the capabilities of the new software can be tested.

Charlotte Janes, Systems Manager