

Minutes of the Regular Meeting of Barrington Municipal Council held in the Council Chambers, in the Administrative Centre, in Barrington, N.S., on Monday, March 24, 2014. The meeting was called to order by the Warden at 6:45 p.m.

### ROLL CALL

The Clerk reported that all councillors representing all districts of the Municipality were present with the exception of Councillor Jody Crook who is away on vacation.

- Warden Lindsay (Eddie) Nickerson
- Deputy Warden Donna LeBlanc-Messenger
- Councillor George El-Jakl
- Councillor Shaun Hatfield
  
- Brian Holland, Municipal Clerk
- Lesa Rossetti, Deputy Clerk

### CLOSED SESSION

A Closed Session of Council was held at this time to deal with personnel matters.

### OPEN SESSION

At 7:05 p.m. the Open Session of Council was called back to order.

### DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

### APPROVAL OF MINUTES

**Moved** by G. El-Jakl and seconded by S. Hatfield that minutes of the Regular Council meeting held February 24, 2014, and Special Council Meeting held March 3, 2014, be approved as circulated.

Motion carried unanimously.

### REPORT ON CLOSED SESSION

#### Resolution C140303

**Moved** by S. Hatfield and seconded by D. Messenger that the performance evaluation prepared for Samantha Goreham, Municipal Physical Activity Coordinator, be accepted, and that her employment with the Municipality of Barrington be extended for another one year period, to expire March 31, 2015.

Motion carried unanimously.

Resolution C140304

**Moved** by S. Hatfield and seconded by G. El-Jakl that the performance evaluation prepared for Sharon Brannen, Secretary, be accepted.

Motion carried unanimously.

CATHY BLADES – SOUTH WEST HEALTH – RE: RENAL HOME THERAPY PROGRAMS AND COLLABORATIVE HEALTH CARE CENTRES

The Clerk informed members that Mrs. Blades contacted the office on Friday and advised that she would be unable to keep her appointment with Council. Mrs. Blades will be rescheduled to meet with members in the near future.

MATTERS ARISING FROM THE MINUTES

Barrington Passage Post Office

In advance to the meeting each member was provided with a copy of a letter received from Canada Post regarding concerns previously expressed by Council about service and infrastructure complaints pertaining to the Barrington Passage Post Office. The letter advised that they are currently beginning the process to examine all aspects of the parking situation at the Post Office. The local Area Superintendent advised that he will be doing his best to keep abreast of their progress, and advised members that it would take some time to assess and determine an appropriate corrective course of action. The letter further advised that he would be happy to view the property with members at their convenience.

It was agreed that a meeting would be arranged for members to meet with the local Area Superintendent.

CORRESPONDENCE

Municipal Services Division 2012-2013 Annual Update

The Clerk informed members that the Municipal Services Division 2012-2013 Annual Update will be kept in the Municipal Office should members wish to review it.

REPORT OF WARDEN

The Warden gave a brief report on his activities since the last meeting of Council.

REPORT OF COUNCILLORS

Councillor George El-Jakl reported on recommendations.

Shelburne County Tourism Association

Councillor El-Jakl reported that the Shelburne County Tourism Association is asking the Municipality to commit to a three year funding program. The request from the Association is for the Municipality to provide \$25,000 per year, for three years, to fund a Tourism Coordinator position. In addition, the Association is asking the Municipality to provide \$7,500 per year, for three years, for specific tourism projects which will be undertaken by the Association. The Association had informed members that they met with the Municipality of Shelburne on March 10, 2014 and indicated that their presentation to them was positive.

**Moved** by D. Messenger and seconded by S. Hatfield that the Municipality of Barrington support the Shelburne County Tourism Association's three year plan, and match the contribution requested by the Association, pending approval of the Municipality of the District of Shelburne.

**AFFIRMATIVE**

Shaun Hatfield  
Donna LeBlanc-Messenger

**NEGATIVE**

George El-Jakl  
Eddie Nickerson

Motion defeated.

During discussion of the above motion it was reported by Warden Nickerson that the Municipality of Shelburne met earlier this evening, and advised that it was his understanding that the Municipality of Shelburne did not support the proposal of the Shelburne County Tourism Association.

**Moved** by D. Messenger and seconded by S. Hatfield that the subject of tourism in the Municipality of Barrington be added to the next Committee of the Whole Council agenda.

Motion carried unanimously.

Nova Scotia Electric Vehicle Highway

Correspondence has been received from the Nova Scotia Electric Vehicle Highway group requesting the establishment of an Electric Vehicle Charging Station in the Barrington/Barrington Passage area.

Resolution C140305

**Moved** by G. El-Jakl and seconded by D. Messenger that the Municipality respond to the Nova Scotia Electric Vehicle Highway group indicating that the Municipality is interested in their project and in establishing an Electric Vehicle Charging Station in the Barrington/Barrington Passage area, and will consider a site in the coming year.

Motion carried unanimously.

Fire Services

Resolution C140306

**Moved** by S. Hatfield and seconded by D. Messenger that the Municipality proceed with unification of the Barrington and Port LaTour fire departments, to which both departments have agreed.

Motion carried unanimously.

Resolution C140307

**Moved** by D. Messenger and seconded by G. El-Jakl that Barrington and Port LaTour fire departments add the purchase of land located on Carmen's stretch on the Villagedale Road to their budget. This piece of land would be used to possibly build a new fire station.

Motion carried unanimously.

The Clerk informed members that he had been in contact with the Municipal Solicitor and it appears that as long as the fire departments are incorporated they can purchase and have joint ownership of the property.

Resolution C140308

**Moved** by D. Messenger and seconded by S. Hatfield that money from the Capital Fund for fire department purchases be used to fund the purchase of the land for the Barrington and Port LaTour Fire Department, and that these funds be paid back from the money collected from the area rates. This would enable the purchase of the property in the immediate future so that it would not be sold to others.

Motion carried unanimously.

Resolution C140309

**Moved** by G. El-Jakl and seconded by S. Hatfield that the Barrington Municipal Fire and Emergency Service use purchase orders for any purchases over \$500.00, and that these purchase orders be authorized by the Station Chief and Deputy Chief for the particular fire district.

Motion carried unanimously.

Resolution C140310

**Moved** by S. Hatfield and seconded by G. El-Jakl that the Municipality adopt the organization structure for the unified fire department as recommended by the Fire Service Advisory Committee, which would include the Fire Services Coordinator as the primary Administrative Officer of the Fire Service being provided advice through the Fire Service Advisory Committee, that there be three Deputy Chiefs for each of the fire districts – eastern, central and western, and that each station be supervised and run by a Station Chief. All of the Station Chiefs and Fire Services Coordinator would be voting members of the Fire Service Advisory Committee, and the three Deputy Chiefs would be non voting members.

Motion carried unanimously.

Resolution C140311

**Moved** by G. El-Jakl and seconded by D. Messenger that one councillor be appointed to serve on the Fire Service Advisory Committee and that member be a non voting member.

Motion carried unanimously.

It was agreed that members discuss Council's appointment to the Fire Services Advisory Committee at the next meeting of the Committee of the Whole Council.

C.S.I. Elementary School

The Municipality has advertised in the local newspaper requesting suggestions from the public for the use of the C.S.I. Elementary School should it be returned to the Municipality by the School Board. Two suggestions had been received from the public which were previously circulated to members for their information and consideration.

**Moved** by S. Hatfield and seconded by D. Messenger that correspondence be forwarded to those who had responded to the Municipality's ad, thanking them for their suggestions and informing them that the property has not yet been returned to the Municipality, and asking them to provide business plans if they wish for the projects they have proposed, and also informing them that the Municipality will be proceeding with a business or community proposal once one has been chosen by Council.

**Moved** by S. Hatfield and seconded by D. Messenger that the above motion be amended by deleting the wording as follows: "and asking them to provide business plans if they wish for the projects they have proposed, and also informing them that the Municipality will be proceeding with a business or community proposal once one has been chosen by Council."

Motion carried unanimously.

The amended motion now reads as follows:

Resolution C140312

"...that correspondence be forwarded to those who had responded to the Municipality's ad, thanking them for their suggestions, and informing them that the property has not yet been returned to the Municipality."

Motion carried unanimously.

Occupational Health & Safety - Policy Change

It has been requested that the Personnel Policy be amended to allow for the purchase of work boots for municipal employees at a cost of \$100.00 per year. At present the policy provides for the Municipality to contribute \$150.00 every two years for the purchase of work boots.

Resolution C140313

**Moved** by S. Hatfield and seconded by D. Messenger that notice be given to Council of the proposed change in the Personnel Policy for the purchase of work boots for employees.

Motion carried unanimously.

The proposed amendment to the Personnel Policy was circulated to members.

Building and Related Permit Fees

**Moved** by G. El-Jakl and seconded by D. Messenger that the permit fees for Development Permits, Demolition Permits, location of mobile homes, new and additional residential construction, new and additional commercial construction, renovation of existing structures and processing fees for permits, be increased as recommended by staff.

**Moved** by S. Hatfield and seconded by D. Messenger that the above motion include a schedule of fees including both current and proposed fees.

Motion carried unanimously.

The amended motion now reads as follows:

Resolution C140314

“...that the permit fees for Development Permits, Demolition Permits, location of mobile homes, new and additional residential construction, new and additional commercial construction, renovation of existing structures and processing fees for permits, be increased as recommended by staff as outlined in the fee schedule below:

<b>PERMIT FEES</b>	<b>CURRENT FEES</b>	<b>PROPOSED FEES</b>
Development Permits	No charge	\$15.00 (set fee)
Demolition Permits	\$20.00	\$20.00 (set fee)
Locate Mobile Homes	\$15.00	\$25.00 (set fee)
New/Additions to Residential	\$0.06 per sq.ft. of space \$0.02 sq.ft. for accessory building	\$0.10 sq.ft. of space \$0.05 sq. ft. for accessory building
New/Additions to Commercial	\$0.10 sq.ft. of space	\$0.15 sq.ft. of space
Renovating Existing Structures	\$1.00 per \$1,000 of renovations	\$1.00 per \$1,000 of renovations for residential \$1.50 per \$1,000 of renovations for commercial
Processing Fee for Permits	\$5.00	\$15.00

Processing fees do not apply to development permits, demolition permits and mobile home location permits.

Motion carried unanimously.

Reptile and Amphibian Ownership By-Law

Resolution C140315

**Moved** by G. El-Jakl and seconded by D. Messenger that no action be taken in the regulations of ownership of these animals at this time as these are not currently an issue in this area.

Motion carried unanimously.

Community Litter Cleanup Program

Resolution C140316

**Moved** by G. El-Jakl and seconded by D. Messenger that an expenditure of \$10,000 be included in the 2014/2015 fiscal year budget for the Community Litter Cleanup Program.

Motion carried unanimously.

Water Lot Lease

Members were informed that a water lot that is owned by the Crown had previously been leased to a company that has gone into bankruptcy. The lease continued to be assessed as taxable and the Municipality has assessed taxes on it from 2010 to the current year. The Property Valuation Services Corporation has indicated that the lease will now be listed as exempt property and included in the Grants in Lieu of taxes calculation by the Province. The Province will not pay Grant in Lieu of taxes for prior years on this lease. As a result the outstanding amount of taxes will need to be written off as they are not collectible.

Resolution C140317

**Moved** by D. Messenger and seconded by G. El-Jakl that taxes on the balance of the account in the amount of \$1,083.65, Assessment Account No. 10316308, be written off by the Municipality as uncollectible.

Motion carried unanimously.

NEW BUSINESS

Grass Mowing Tender

The Clerk informed members that an advertisement had been placed in the Coast Guard Newspaper inviting tenders for grass mowing services. The following three tenders were received:

- Jonathan Moules - \$34,730
- Gardiner Allen Excavation Ltd. - \$69,160
- Shelburne Association Supporting Inclusion - \$11,500 (areas 3 & 4 only)

After careful review of the tenders received, it is the recommendation of the Property Services Manager that grass mowing services be carried out in house at a cost of \$23,512.00. It is his recommendation that grass mowing services continue to be provided with Municipal Staff and equipment.

Question was raised as to whether the amount quoted to have the service performed in house included sick leave, vacation, Workers Compensation, etc.

Resolution C140318

**Moved** by S. Hatfield and seconded by D. Messenger that the grass mowing tender be referred to a future meeting, and additional information be obtained on the price provided by staff to carry out mowing services in house, and also information be obtained regarding the cost for the Municipal Solicitor to look into case study.

**AFFIRMATIVE**

Jody Crook  
Shaun Hatfield  
Donna LeBlanc-Messenger  
Eddie Nickerson

**NEGATIVE**

George El-Jakl

Motion carried.

Second Reading – By-Law No. 25 “Tax Exemption By-Law”

First Reading of proposed amendments to By-Law No. 25, “Tax Exemption By-Law”, took place at the February 24, 2014 Council meeting. It is proposed that By-Law No. 25 be amended by removing the Clyde Lodge No. 98 I.O.O.F. Hall, Assessment Account No. 00823341, since this property is now privately owned and no longer qualifies for the exemption. It is further proposed that the following two properties be added:

- Woods Harbour Community Centre Association, Assessment Account No. 10502160
- Wesley Heritage Community Seniors Association, Assessment Account No. 00760412

Second reading of proposed amendments to By-Law No. 25, “Tax Exemption By-Law”, was advertised in the Coast Guard Newspaper on March 4, 2014.

Resolution C140319

**Moved** by G. El-Jakl and seconded by D. Messenger that proposed amendments to By-Law No. 25, “Tax Exemption By-Law”, as indicated above, be approved in second and final reading.

Motion carried unanimously.

Consideration of Adoption of draft Social Media Policy

Notice of consideration of the adoption of the draft Social Media Policy was given at the last meeting of Council. Discussion took place regarding the draft policy.

**Moved** by G. El-Jakl and seconded by D. Messenger that the Social Media Policy be approved as presented.

**Moved** by S. Hatfield and seconded by D. Messenger that the draft Social Media Policy be referred to Committee of the Whole Council for further discussion.

Motion carried unanimously.



Consideration of Repealing Policy No. 18, “ Fire Department Funding”

Notice was given at the last meeting of Council that Policy No. 18, “Fire Department Funding”, be repealed as steps are being taken to expand Policy No. 54, “Fire Response and Emergency Services Policy”, to include funding of fire departments, training, etc.

It was suggested by the Clerk-Treasurer that this matter be deferred until proposed amendments to Policy No. 54, “Fire Response and Emergency Services Policy”, have been approved.

It was agreed by members that consideration of repealing Policy No. 18, “Fire Department Funding”, be deferred until after proposed amendments to Policy No. 54, “Fire Response and Emergency Services Policy”, have been dealt with.

Notice of Consideration of Amendments to Policy 54, “Fire Response and Emergency Services Policy”

It is proposed that Policy No. 54, “Fire Response and Emergency Services Policy”, be amended to put in place the required logistics of the Fire Service Operation, Fire Services Funding and the General Operating Guidelines for the Fire Department.

Consideration of proposed amendments will take place at the next meeting of Council.

Notice of Consideration – Policy 52 – Council Policy

It is proposed that Policy 52, “Council Meetings and Proceedings Policy”, be amended to provide some flexibility in the scheduling of meetings during the month of December, to make sure that meetings do not encroach on the Christmas season.

Consideration of proposed amendments will take place at the next meeting of Council.

Notice of Consideration - Policy 59 – Committees of Council

It is proposed that Policy 59, “Policy on Committees of Council”, be amended by providing flexibility in the scheduling of meetings during the month of December, and deleting reference to the Yarmouth/Argyle/Barrington/Clare District Planning Commission. Proposed amendments will also provide for the Planning Advisory Committee to meet on an as-needed basis.

Consideration of proposed amendments will take place at the next meeting of Council.

Tax Reduction Application – Martin Nickerson

The Clerk informed members that a Tax Reduction Application has been submitted by Martin Nickerson for taxes on a camp which was destroyed by fire February 10, 2014. The camp was located on a leased parcel of land in Clyde River.

Resolution C140320

**Moved** by G. El-Jakl and seconded by D. Messenger that the Tax Reduction Application received from Martin Nickerson be approved, and taxes on the camp only for the period April 1, 2013 to March 31, 2014 be prorated from the date the camp was destroyed by fire to March 31, 2014, resulting in a tax adjustment of \$7.75 on Assessment Account No. 03523136.

Motion carried unanimously.

Pool Liner

The Clerk informed members that it is necessary to replace the pool liner on the municipal pool. The Recreation Director has provided quotes received from four suppliers, and is recommending that we purchase the pool liner from Bridgewater Pool, Chemical and Supply Ltd.

Much discussion took place regarding the quotes received and the tendering process.

**Moved** by S. Hatfield and seconded by D. Messenger that the Municipality accept the quote received from Bridgewater Pool, Chemical and Supply Ltd. for the purchase of a new pool liner as recommended by Municipal Staff, pending the Municipal Solicitor's approval of the process.

**AFFIRMATIVE**

Shaun Hatfield  
Donna LeBlanc-Messenger

**NEGATIVE**

George El-Jakl  
Eddie Nickerson

Motion defeated.

It was the consensus of members that the Municipal Solicitor be contacted and asked to comment on the process used by the Recreation Director to purchase a new pool liner, and that this matter be further discussed at a Special Council Meeting to be held April 1, 2014, prior to the budget meeting.

Volunteer of the Year

It was noted that all matters related to the Volunteer of the Year have been dealt with at previous meetings.

**ADJOURNMENT**

The meeting was adjourned by mutual consent of members at 9:35 p.m.

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Warden

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Clerk

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Secretary for the Meeting

**On website March 28, 2014.**