

COMMITTEE OF THE WHOLE COUNCIL MEETING

February 9, 2015

The meeting was called to order by the Chair at 7:00 p.m., in the Conference Room, in the Administrative Centre, in Barrington, N.S., with the following members present:

- Lindsay (Eddie) Nickerson
- Jody Crook
- Shaun Hatfield
- Donna LeBlanc-Messenger

Absent was member George El-Jakl due to being away on vacation.

- Brian Holland, Municipal Clerk

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

APPROVAL OF AGENDA

Moved by S. Hatfield and seconded by J. Crook that the agenda be approved as circulated.

APPROVAL OF MINUTES

Moved by J. Crook and seconded by D. Messenger that minutes of the meeting held January 19, 2015 be approved as circulated.

Motion carried unanimously.

CURLING CLUB MONTHLY REPORT

Bob Cushing appeared before the Committee for the purpose of giving a verbal report of the Curling Club operation to date, this year. Mr. Cushing indicated that the Club has been receiving great service from Eugene Stoddard in his maintenance and care of the refrigeration plant. Mr. Cushing also indicated that the finances of the Club will not require the Municipality to apply for any assistance grants to the Club this year, or for several more years as the Club has received a number of significant donations which will aid in their finances over the next few years. It was indicated that the Club membership is now at approximately 85. The Lobster Spiel was recently held and well received by members. There will be a retired Teachers Spiel held on February 20th and 21st and a Provincial Mixed Spiel held in mid March along with the other regular scheduled bonspiels. The Club has replaced the tables and chairs in the lounge at no cost to the Club or the Municipality. The new chairs and tables have been sponsored by various members and patrons of the Club on an individual basis. It is anticipated the curling season will end at the end of the first week of April.

Having completed his report, Mr. Cushing retired from the meeting at 7:14 p.m.

FUNDING REQUESTS

Shelburne County Lobster Festival

A request for funding from the Shelburne County Lobster Festival Committee has been received. This committee is requesting funding from the Municipality in the amount of \$500.00.

Resolution COW150203

Moved by S. Hatfield and seconded by D. Messenger that it be recommended to Council that a grant of \$500.00 be provided to the Shelburne County Lobster Festival for its 29th annual event which will be held from June 4-7, 2015.

Motion carried unanimously.

Kids' Fair Play FUNd

Correspondence has been received from the Kids' Fair Play FUNd requesting funding for the coming year. It is indicated in their request that 55 children and youth in the Municipality of Barrington were assisted through this fund during 2014. It is indicated that the total cost of their project is \$27,500.00, and they are requesting a \$1,000.00 grant from the Municipality.

Resolution COW150204

Moved by D. Messenger and seconded by J. Crook that it be recommended to Council that the Municipality provide a grant of \$500.00 to the Kids' Fair Play FUNd.

Motion carried unanimously.

Town of Clark's Harbour – July 1st Celebrations

Email correspondence has been received from the Town of Clark's Harbour requesting a contribution towards their July 1st Celebrations. No amount is specified in the request.

It was the consensus of members that residents of the Municipality benefit from the Towns' July 1st Celebrations through their participation and through the attraction of visitors to the area for this event.

Resolution COW150205

Moved by S. Hatfield and seconded by D. Messenger that it be recommended to Council that a grant of \$500.00 be provided to the Town of Clark's Harbour to assist in their July 1st Celebrations.

Motion carried unanimously.

CLOSED SESSION RE: PERSONNEL MATTER

Pursuant to Section 22(2)(c) of the Municipal Government Act, Committee then entered into Closed Session for the purpose of discussing a personnel matter.

Having completed their discussion of the matter, members then returned to Open Session.

REPORT ON CLOSED SESSION

Members were informed that the current five year agreement for training costs for the Municipality's Building Inspector will expire in June of 2015. This agreement will then be terminated and deemed to be unnecessary to be renewed. In June of 2015 our current Building Inspector will have been employed by the Municipality for five (5) full years.

COVERING OF POOL

This subject was brought forward to a member by a resident of the area. The cost of covering the pool with a fully enclosed building that would allow the pool to be operated year round was given some preliminary investigation several years ago. The preliminary estimate at that time for a project of this nature would involve a cost in the range of \$750,000.00 or more. There has not been any significant number of requests in recent times for the facility to be further developed.

RECORDED MEETINGS

Members discussed the advantages and disadvantages of recording both committee and council meetings and placing the recordings on the Municipality's website. The recording of meetings affects the reluctance of individuals to speak at meetings and affects the comfort of those speaking at meetings.

Resolution C150206

Moved by S. Hatfield and seconded by J. Crook that it be recommended to Council that:

WHEREAS members of the public addressing Committees of Council and Council itself are frequently intimidated by the recording devices used at these meetings;

AND WHEREAS Council wishes to receive uninhibited and candid input from members of the public for their address to Committee and Council meetings;

AND WHEREAS Council wishes to have a genuine and open discussion with members of the public at its Committee and Council meetings;

THEREFORE BE IT RESOLVED that the Municipality remove the requirement of audio recordings of Council and Committee meetings.

Motion carried unanimously.

It was unclear to members how often these recordings were accessed by the public for listening.

EAP SURVEY

Members were provided with a copy of an Employees Survey that was completed under our Employee Assistance Program in 2009.

Resolution COW150207

Moved by S. Hatfield and seconded by D. LeBlanc-Messenger that more information be obtained on the cost of conducting an employees' survey, and be brought back to Committee for further consideration.

AFFIRMATIVE

Shaun Hatfield
Donna LeBlanc-Messenger
Eddie Nickerson

NEGATIVE

Jody Crook

Motion carried.

TIPPING FEES

Information was circulated to members concerning tipping fees in landfill sites in adjacent municipalities including Yarmouth, Queens and Shelburne.

There then followed much discussion regarding the residential tipping fee rates versus non residential tipping fee rates.

Resolution COW150208

Moved by J. Crook and seconded by D. Messenger that amendments be drafted to Policy No. 38, "Construction & Demolition Debris Landfill Policy", regarding the application of resident and non resident tipping fees and fees being charged to agents who are hired by municipal residents.

AFFIRMATIVE

Jody Crook
Shaun Hatfield
Donna LeBlanc-Messenger

NEGATIVE

Eddie Nickerson

Motion carried.

CLEAR BAG PROGRAM

Information was circulated to all members regarding clear bag programs that have been instituted by 46 of the 54 municipal units in Nova Scotia. These clear bag programs are being used by the majority of municipal units for the collection of residual solid waste and recyclables.

The majority of municipal units also allow for the collection of one or more opaque bags to accommodate for private or personal waste.

Resolution COW150209

Moved by S. Hatfield and seconded by D. Messenger that additional information be obtained illustrating the tons per capita disposed of by various municipal units within the Province.

Motion carried unanimously.

C.S.I. ELEMENTARY SCHOOL

Some discussion ensued regarding advertising a Request for Proposal for the use and development of the former Cape Sable Island Elementary School.

There was much discussion regarding how this property should be disposed of or used by the Municipality in future.

It was suggested that a Request for Proposal be issued and advertised on the Provincial Government Website and in the local newspaper.

Resolution COW150210

Moved by S. Hatfield and seconded by D. Messenger that it be recommended to Council that a Request for Proposal be issued for development proposals for the former Cape Sable Island Elementary School, and that the RFP be advertised on the Provincial Government website and in local newspapers.

Motion carried unanimously.

Harvest House Request

Resolution COW150211

Moved by S. Hatfield and seconded by J. Crook that it be recommended to Council that a letter be sent to Harvest House Atlantic advising them that an RFP is to be issued so that the Municipality can obtain the best possible use for the former C.S.I. Elementary School, and that their proposal will be considered along with any other proposals received.

Motion carried unanimously.

Right of Way Request

Correspondence has been received from property owners adjacent to the former C.S.I. Elementary School indicating that in the past they had had a private verbal agreement with the local School Board to cross over the school property in order to access their own property to their woodlot at the rear of the school property. The adjacent property owners are requesting that a legal right of way be provided to them over the former school grounds so that they will have access to their land behind.

Resolution COW150212

Moved by S. Hatfield and seconded by D. Messenger that it be recommended to Council that the Municipality establish an easement or right of way as requested by the adjacent property owners subject to legal advice of the Municipal Solicitor.

Motion carried unanimously.

FIRE SERVICES

Island & Barrington Passage Volunteer Fire Department

The Island & Barrington Passage Volunteer Fire Department will be receiving a new fire truck in the very near future. The purchase of this truck was previously approved by Council in early 2014 during budget discussions. It is now necessary to put in place a Temporary Borrowing Resolution for this purpose.

Resolution COW150213

Moved by J. Crook and seconded by D. Messenger that it be recommended to Council that:

WHEREAS Section 66 of the Municipal Government Act provides that the Municipality of the District of Barrington, subject to the approval of the Minister of Municipal Affairs, may borrow to expend funds for a capital purpose authorized by statute;

AND WHEREAS clause 65(g) of the Municipal Government Act authorizes the Municipality of the District of Barrington to borrow funds for the purpose of equipping and maintaining fire departments or emergency services volunteers;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Municipality borrow a sum or sums not exceeding Four Hundred Sixty-Nine Thousand Eight Hundred Fifty Dollars (\$469,850) in total for the purpose set out above, subject to the approval of the Minister of Municipal Affairs;

THAT the sum be borrowed by the issue and sale of debentures of the Municipality to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Municipality borrow from time to time a sum or sums not exceeding Four Hundred Sixty-Nine Thousand Eight Hundred Fifty Dollars (\$469,850) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

Motion carried unanimously.

Barrington/Port LaTour Volunteer Fire Department

The Barrington/Port LaTour Volunteer Fire Department has provided a memo indicating that they wish to sell trucks nos. 43, 50 and 52, and to sell 10-12 SCBA cylinders that have been replaced and are no longer in use. The funds received from the sale of the vehicles and equipment will be used for the purchase of the vehicle to be used for municipal first responder calls.

Resolution COW150214

Moved by J. Crook and seconded by S. Hatfield that it be recommended to Council that the sale of vehicles and equipment by the Barrington/Port LaTour Volunteer Fire Department be approved, and that the funds received from this sale be used for the purchase of a vehicle for municipal first responders as requested.

Motion carried unanimously.

Station Chief Training

Members were informed that not all Station Chiefs have been able to be trained as a result of training programs not being available during 2014. As a result the Fire Service Advisory Committee is recommending that the training requirements for the Station Chiefs be waived until the end of 2015. This will provide time for live fire training to be arranged for the Station Chiefs and for Strategy and Tactics training to be scheduled.

Demolition of old Port LaTour Fire Hall

When the property was originally obtained for the Port LaTour Volunteer Fire Department deeds were provided in 1964 and 1968 that contained a restriction that the lands were to revert to the grantors. The deed has been researched by the Municipal Solicitor and the Solicitor informs us that this restriction was released by a Quit Claim Deed in 1975, therefore no restrictions or reservations are found on the property at this time.

It was the consensus of members that this information would be communicated to the Barrington/Port LaTour Volunteer Fire Department through the Fire Services Coordinator.

Woods Harbour Shag Harbour Volunteer Fire Department

Members agreed to defer discussion of this matter until a report has been received regarding the meeting of this fire department which is being held this evening.

PROPOSED POLICY AMENDMENTS

Personnel Policy Re: Nova Scotia Heritage Day

The Municipal Personnel Policy is required to be amended to include the Nova Scotia Heritage Day on the third Monday in February of each year as a holiday for municipal employees. This holiday has been instituted by the Province, and therefore this will become a holiday for municipal employees.

Resolution COW150215

Moved by S. Hatfield and seconded by J. Crook that it be recommended to Council that notice be given at the next Council meeting that Article 12.01 of the Municipal Personnel Policy be amended to add, Nova Scotia Heritage Day – 3rd Monday in February, and to renumber the remaining holidays.

Motion carried unanimously.

Amendments to Policy 54 – Fire Response and Emergency Services Policy

It is now necessary to amend Policy No. 54 to put into effect how surpluses and deficits of individual fire departments will be treated by the Municipality. In paragraph 7.6(a) the following statement will be inserted:

“Financial Statements are to include all surpluses and deficits of each department. Surpluses may be accumulated by individual fire departments at the discretion of Council. These funds will be accumulated in the Fire Services Reserve Fund and designated to the individual fire departments. Deficits incurred at the end of any given year are to be repaid in the subsequent year and included in the budget for that year.”

Other amendments that are also required in order to bring the policy up to date are included in the Standard Operating Guidelines. Because the emergency radio transmission system is changing the references made to this system will now become South Dispatch B. The appropriate changes will be made in order to refer to that radio system in Section 600 of the Communications Guidelines.

Also in Section 800, Training and Safety Requirements, the reference to Fire Chief will be replaced by Fire Service Coordinator.

Resolution COW150216

Moved by J. Crook and seconded by D. Messenger that Council be given notice of the proposed amendments to Policy No. 54 concerning radio frequency changes and the use of annual surpluses and deficits at the next subsequent Council meeting.

Motion carried unanimously.

UARB PUBLIC HEARING

Members were informed that the UARB has completed its public hearing and that the Municipality has been informed verbally that the request to maintain the number of districts at five (5) and the number of councillors at five (5) will be approved in the near future.

WIND TURBINE GENERATOR

Members were shown maps of the location where the wind turbine generator is to be constructed to the northwest of the Municipal Construction & Demolition Debris Landfill Site. The Municipality has ordered one (1) wind turbine generator and it is anticipated it will be delivered in approximately six (6) weeks. The wind turbine generator will be connected to the Nova Scotia Power grid at Highway 103 adjacent to the C & D Landfill Site.

REQUEST FOR HIGHWAY SIGNAGE

Correspondence has been received by email requesting that highway signs be placed on both sides of the entry to Silver Roe Seafoods establishment in Newellton. It is requested that “trucks entering and turning” signs be placed along Route 330 adjacent to the driveway access to this facility.

Resolution COW150217

Moved by S. Hatfield and seconded by D. Messenger that it be recommended to Council that the Department of Transportation and Infrastructure Renewal be requested that “trucks entering and turning” signs be placed in both directions from the access driveway to the Silver Roe Seafoods property in Newellton.

Motion carried unanimously.

ARENA OPERATIONS

Members discussed the possibility of hiring an Arena Manager. There was some discussion concerning the duration of this position, whether it would be a seasonal position or a full-time, year round position.

There were also discussions of the duties of the manager. It was suggested that the Manager would not only manage the Arena but would also be responsible for janitorial work, ice maintenance and resurfacing on a regular basis, and supervision and scheduling of canteen and other staff.

There was some discussion of whether or not the manager should be paid an hourly rate or on a salary basis.

There then followed some discussion regarding the contracting out of canteen services to private operators rather than having it operated by employees.

Resolution COW150218

Moved by S. Hatfield and seconded by J. Crook that municipal employees draft a proposed job description for the Arena Manager which would include the hours of work, seasonal nature of the job, payment by wages or salaries, etc.

Motion carried unanimously.

Additional discussion of the leasing of the Arena canteen facility then followed. It was suggested an RFP be prepared for this purpose.

After some discussion it was the consensus of members that leasing of the Arena canteen be further deferred to a future meeting of Committee of the Whole.

WIND TURBINE GENERATORS

Members then revisited the wind turbine generator issue for the purpose of discussing the Municipality's Policy No. 30 dealing with conflicts of interest.

After some discussion it was the consensus of members that the issuance of a Development Permit for the wind turbine generator should be referred to the Municipal Solicitor and the appropriate advice returned to a future meeting of the Committee of the Whole.

DEFERRED ITEMS

It was the consensus of members that the Municipal Physical Activity Leaders’ position and the Tourism and Community Development Officers’ position be discussed at a subsequent meeting.

ADJOURNMENT

The meeting was adjourned by mutual consent of members at 10:27 p.m.

Chair

Secretary for the Meeting

On website February 11, 2015.