

## COUNCIL COMMITTEE

The Regular Session of Council Committee of the Municipality of the County of Colchester was held in the Courthouse, Truro, Nova Scotia, on Thursday, November 16, 2017.

### Roll Call

The roll was called with the following Councillors in attendance:

|                                  |             |
|----------------------------------|-------------|
| Mayor Christine Blair            |             |
| Councillor Eric Boutilier        | District 1  |
| Deputy Mayor Bill Masters, Chair | District 2  |
| Councillor Geoff Stewart         | District 3  |
| Councillor Mike Cooper           | District 4  |
| Councillor Lloyd Gibbs           | District 5  |
| Councillor Karen MacKenzie       | District 6  |
| Councillor Michael Gregory       | District 7  |
| Councillor Ron Cavanaugh         | District 8  |
| Councillor Bob Pash              | District 9  |
| Councillor Tom Taggart           | District 10 |
| Councillor Wade Parker           | District 11 |

### Others Present

Mr. Rob Simonds, Chief Administrative Officer  
 Mr. Crawford Macpherson, Director of Community Development  
 Ms. Michelle Newell, Director of Public Works  
 Mr. Scott Fraser, Director of Corporate Services  
 Mr. Dennis James, Municipal Solicitor  
 Mr. Paul Smith, Project Manager  
 Mr. Craig Burgess, Recreation Manager  
 Mr. Mark Austin, Acting Economic Development Officer  
 Ms. Tracey Veno, Executive Assistant/Recording Secretary  
 Mr. Devin Trefry, Acting Research, Policy and Comm. Engagement Officer

### Approval of Agenda

Moved by Councillor Gregory  
 Seconded by Councillor Cooper

“That the agenda be approved with the following amendments:

- Add Item 10b, East Court Road School;
- Add Item 10c, Regional Chairs Meeting;
- Add Item 10d, Municipal Awareness Week;
- Add Item 14b, Property Matter in Closed Session.”

Motion Carried Unanimously.

### Approval of Minutes

Moved by Councillor Stewart  
 Seconded by Councillor Boutilier

“That the minutes of the meetings held on September 12, October 2 and 12, 2017 be approved as presented.”

Motion Carried Unanimously.

### Business Arising from Minutes

There was no business arising from the minutes of the meetings held on September 12, October 2 and 12, 2017.

**ACTION ITEMS****Water Line Extension**

Mr. Paul Smith, Project Manager, provided a summary of this item noting that at their meeting on October 26, 2017, Council granted authority to November Council Committee to award the tender for the Water Line Extension.

Council previously approved an interim capital budget for the Fundy Discovery Site which included \$125,000 for the water line extension. A tender was issued with seven bids being received by the closing date. The lowest bid submitted by Sackville Trenching, came in over budget at \$174,952. However, following a staff review of the construction standards and discussions with the contractor, it was determined that the bid price could be reduced to \$155,962, including net HST.

Since the time of preparing this Action Item, the Town of Truro has indicated they would be interested in contributing to this project through in-kind labour and equipment. Staff are interested in exploring this option as it may see significant cost savings. However, to avoid delays, staff are recommending that Council authorize awarding the tender to Sackville Trenching should the negotiations with the Town of Truro prove unsuccessful.

Moved by Mayor Blair  
Seconded by Councillor Parker

“That Council approves proceeding with the work for the water line extension through in-kind labour and equipment from the Town of Truro provided the cost savings are satisfactory to the CAO and Director of Public Works; and,

“Should the cost savings not be satisfactory, that Council approves the tender for a central water system extension be awarded to Sackville Trenching and that \$155,962 (including net HST) be allocated from the Capital Budget for this purpose.”

Motion Carried Unanimously.

**Snow Plowing Levels of Service**

Referring to the detailed presentation on Snow Plowing Levels of Service and the benefits of establishing guidelines for county owned roads, sidewalks and parking lots which was provided at the October Council meeting, Ms. Michelle Newell, Director of Public Works indicated that Council directive was to have priorities given to sidewalks in all school zones. It was also staff's understanding that Council would be willing to accept a reduction in level of service on County roads to achieve this.

Staff is proposing the allocation of more resources for the early shifts, deploying three sidewalk plows during snow events. This will reduce the number of plow trucks on the early shift by 50%, which in turn, could result in a reduced level of service on County roads. Priority roads for trucks will be Teviot Place, Coldstream Drive and Village Line Avenue. This approach fits option 3 as presented at the October 26<sup>th</sup> Council meeting.

Moved by Councillor Parker  
Seconded by Councillor Cooper

“That Council supports staff’s proposed approach for re-assigning County resources over existing shifts to provide more coverage for sidewalk plowing earlier in the day, and that this be considered a trial approach for the upcoming season; and,

That the development of a documented level of service be delayed until 2018, following the completion of the trial period.”

Motion Carried Unanimously.

**Halifax Cheer Elite Event –  
Request for Funding**

Mr. Craig Burgess, Recreation Manager, advised that an application for an Economic Development Grant was received from the Halifax Cheer Elite for an event being held at the RECC on April 21 and 22, 2018. The amount being requested is \$9,000. The group making the application is from the Halifax Regional Municipality (HRM) and it is expected that this event will bring approximately 1,800 people to the area over the two days.

Concern was expressed about the amount being requested and whether a request was also being made to the Town of Truro. Mr. Burgess indicated that he had reached out to the group on this but has not yet had a response.

Moved by Councillor MacKenzie  
Seconded by Councillor Cooper

“That Council Committee recommends to Council that funding in the amount of \$2,500 be approved for the Halifax Cheer Elite Cheerleading Provincials being held April 21 and 22, 2018; and,

That source of funds be from the Economic Development Grants 2017-18 budget.”

Motion Carried.  
*(Councillors Boutilier and Parker opposed)*

**Direction for Review of  
Grants to Non-Profit  
Organizations and Economic  
Development Grant Policies**

Mr. Mark Austin, Acting Economic Development Officer, provided a detailed overview of this item including Council’s previous discussions on amending the policies, and processes going forward. Staff are seeking clarification, by way of motion(s) at tonight’s meeting, specific to what amendments Council would like to see in each of the policies, for the purpose of presenting revised policies at the November Council meeting.

Extensive discussion was held on possible policy amendments including:

- Maximum three year funding with applicant being required to present to Council after three years;
- \$5,000 maximum requests;
- Requests for larger amounts requiring organizations to present to justify request;
- \$1,000 to eligible community halls and definition of community hall;
- Organizations showing financial need and fundraising efforts;

- Requirements of applicants to present and frequency of presenting;
- Proof of ownership for capital work; and,
- clarification on religious organizations.

Discussion was also held regarding policies being in compliance with existing legislation. Additionally, concern was expressed about the amendments being discussed becoming too complex.

Moved by Councillor Taggart  
Seconded by Councillor Boutilier

“That the Grants to Non-Profit Policy remain status quo with the exception of changing community halls to community facilities as listed under criteria item number four.”

Motion **Defeated**.

*(Mayor Blair, Deputy Mayor Masters, Councillors Cooper, MacKenzie, Parker and Gregory opposed)*

Moved by Councillor Cooper  
Seconded by Councillor Cavanaugh

“That community halls applying for grants under the Grants to Non-Profit Policy that meet all criteria, be required to present for the first and fourth applications and every fourth application thereafter.”

Motion Carried Unanimously.

Moved by Councillor MacKenzie  
Seconded by Councillor Parker

“That the maximum application amount for Grants to Non-Profit be \$5,000.”

Motion Carried.

*(Councillors Stewart and Gibbs opposed)*

Referring to the Economic Development Grants Policy, Mr. Austin advised that these applications are considered throughout the year, with no specified deadline, however, groups are encouraged to apply in time for annual budget deliberations. The current process is to review applications received at budget time and top up the amount in the budget for additional requests received throughout the year.

Discussion on possible amendments to the Economic Development Grants Policy included:

- How to handle signature events/festivals, such as the Not Since Moses Run;
- Intent of the policy was to provide seed money for start-up, not ongoing funding;
- Providing in-kind support to help events become sustainable;
- Three year cap on these grants;

- Requirement to have estimated number of attendees included in the application; and,
- Post reporting requirements.

Mr. Austin inquired about Council's thoughts on changing the policy name and it was agreed that staff bring back suggestions for consideration.

Council agreed to amend the wording on the three year cap, post reporting requirements, and providing estimated number of attendees in the application.

**Relocation of Street Light –  
Granville Drive to Granville  
Drive/West North River Road**

Councillor Cavanaugh indicated that last year the intersection at Granville Drive in Onslow was realigned to the West North River Road, however, the street lights remained at the original location. There have been complaints about the lack of street lights at the location of the new intersection.

Moved by Councillor Cavanaugh  
Seconded by Councillor Gibbs

“That the matter of additional lighting at the realigned portion of Granville Drive and West North River Road be referred to staff for investigation.”

Motion Carried Unanimously.

**FCM 2018 Conference**

Councillor Boutilier raised the issue of all Council members attending the FCM Conference being held in Halifax in 2018.

Brief discussion was held regarding budget implications if all members of Council attend the conference should they wish to do so. The CAO advised that a preliminary review of the cost for all Council members to attend the conference should not result in a significant increase and the budget for 2018/19 could be adjusted accordingly to allow for this.

Moved by Councillor Taggart  
Seconded by Councillor Boutilier

“That Council Committee recommends to Council that all Council members wishing to attend the FCM 2018 Annual Conference being held in Halifax, be permitted to do so.”

Motion Carried Unanimously.

**East Court Road School**

Councillor Parker inquired about the possibility of expediting the process for the sale of the East Court Road School indicating that if the Colchester Christian Academy is successful in acquiring the school, they would like access for the second term of the school year. Additionally, it was noted that there is concern of vandalism with the school being vacant.

Mr. Scott Fraser, Director of Corporate Services, indicated that the next steps are to have the appraisal on the property and arrange an Executive meeting with the area Councillor.

Mr. Dennis James, Municipal Solicitor, advised that there are provisions in the *Municipal Government Act (MGA)* concerning requirements for a Public Hearing and advertising for said Public Hearing that would have to be adhered to. Approval to proceed with the potential sale of the property would require a motion of Council at the regular November meeting.

Discussion was held on possible options for expediting the process whilst still meeting all requirements under the *MGA*.

Moved by Councillor Parker  
Seconded by Councillor Boutilier

“That Council approves proceeding with a Special Council meeting prior to the December 14<sup>th</sup> Council Committee meeting for the purposes of a Public Hearing for the sale of the Bible Hill East Court Road School; and,

That staff be directed to advertise said Public Hearing accordingly.”

Motion Carried Unanimously.

### **Regional Chairs Meeting**

Councillor Taggart advised that as Chair of the Northern Region Solid Waste Committee, he recently attended a workshop put on by the Waste Resource Association of Nova Scotia. Due to a number of contributing factors, including Extended Producer Responsibility (EPR), solid waste is getting into a crisis situation. On a widespread basis, there needs to be a better understanding of municipal solid waste impacts on municipalities. Interest was expressed on receiving a presentation on the cost of municipal solid waste from pick up to delivery and processing at our facilities.

Moved by Councillor Taggart  
Seconded by Councillor Gregory

“That the Directors of Solid Waste and Corporate Services prepare a presentation on the topic of Financial and Impact Study of the Solid Waste Stream, for presentation to Council early in the new year.”

Motion Carried Unanimously.

### **Municipal Awareness**

Council recently received an email about Municipal Awareness Week being November 20<sup>th</sup> to 26<sup>th</sup>. Mr. Devin Trefry, Acting Research, Policy and Community Engagement Officer, advised that the Municipality promotes municipal awareness throughout the year, however, in future years, more planning could be done to promote awareness specifically during the designated week. On short notice, there are a few initiatives that staff could take for the week of November 20<sup>th</sup> to 26<sup>th</sup> to promote awareness and engage citizens, including issuing a press release and posting information on the municipal website.

Other suggestions on promoting municipal awareness throughout the year included: displays at the home show; *YouTube* videos; job shadowing – “Mayor for a Day”; and, school presentations and displays.

### **INFORMATION ITEMS**

**Insurance for Not-for-Profit  
Grant Applications**

This Information Item provided an update on the Not-for-Profit Organizations Grant Applications. The Fall application deadline was October 15<sup>th</sup> with 27 applications being received and total amount of \$9,653.40 approved. Two applications were not eligible as the groups currently do not have general liability insurance.

The annual budget for the Not-for-Profit Insurance Program is \$24,000. As per Policy, applications will continue to be accepted for review until such time that the annual budget amount has been allocated.

**Colchester Internet  
Improvement Feasibility  
Study and Plan**

Circulated in the package for this evening's meeting was an update on the status of the Colchester Internet Improvement Feasibility Study and Plan.

**Director's Report**

A report from the Director of Community Development was circulated in the package for this evening's meeting.

Information was requested on the status of the Agricultural Committee. Mr. Crawford Macpherson, Director of Community Development, suggested that he and Councillor Taggart meet to discuss the best approach for moving forward on this.

**CLOSED SESSION**

Moved by Mayor Blair  
Seconded by Councillor Gregory

"That the meeting go into closed session at 10:10 pm."

Motion Carried Unanimously.

Moved by Councillor Gregory  
Seconded by Councillor Cavanaugh

"That the meeting reconvene in open session at 11:50 pm."

Motion Carried Unanimously.

**ADJOURNMENT**

Moved by Councillor Cavanaugh  
Seconded by Councillor Gregory

"That the meeting adjourn at 11:52 pm."

Motion Carried Unanimously.

Tracey Veno  
Recording Secretary