

COMMITTEE OF THE WHOLE MEETING

MARCH 3, 2014

Location: Council Chambers, Municipal Office

Present: Warden S. Sampson, Deputy Warden Johnson,
Councillor V. David, Councillor M. Beaton
Councillor A. Martell, Councillor S. McNamara
Councillor B. Marchand, Councillor G. Boucher
Councillor S. MacNeil, Councillor R. Samson

Warden Sampson called the meeting to order at 7:00 p.m.

Items Added to the Agenda

There was one item previously added to the agenda by Mrs. Josette Marchand.

Moved by Deputy Warden Johnson, seconded by Councillor McNamara that the agenda be approved with the item added. Motion carried.

Review of Minutes: February 10, 2014

Moved by Deputy Warden Johnson, seconded by Councillor Martell that the minutes of February 10, 2014 be adopted as presented. Motion carried.

Presentations:

- a) Efficiency Nova Scotia re: PACE

The CAO noted that the scheduled presentation was regarding the PACE By-Law which is needed in order to moved forward with the energy retrofits planned for 10 houses per district. He also noted that the presentation was postponed until the Committee of the Whole meeting in April in order to finalize the details of the program and provide a draft By-Law for review, as well as a draft agreement between ENS and the municipality.

- b) Shannon Mury re: IT Best Practices

Warden Sampson welcomed Ms. Shannon Mury to the meeting.

Ms. Mury gave a presentation regarding IT Best Practices and the following points were brought forth:

- Ms. Mury has been on a provincial IT Best Practices Committee since November 2011;
- A presentation regarding this issue was made at the AMA Spring/Fall Conference;
- The goal is to present at the UNSM;
- The Committee has completed nine best practices to date;
- These practices relate to both Council and staff;
- The goal is the implementation of these practices, two at a time;
- The purpose of best practices is for the Municipality's protection;

It was the recommendation of Ms. Mury that staff move forward with the approval of the Internet and Electronic Communication Best Practice and the Password Best Practice and begin work on policies that would best suit the Municipality of the County of Richmond.

Moved by Councillor David, seconded by Councillor Boucher that the Committee recommend to Council that staff move forward with the approval of the Internet and Electronic Communication Best Practice and the Password Best Practice and begin work on policies best suited to the Municipality of the County of Richmond. Motion carried.

Give Notice: To Amend the Core Community Organization Funding Policy to include the Potlotek School under Scholarships in the "Other" section of the Recurring Grants to Core Community Organizations (attached as Appendix "A")

Moved by Deputy Warden Johnson, seconded by Councillor Boucher that notice be given to amend the Core Community Organization Funding Policy to include the Potlotek School under Scholarships in the "Other" section of the Recurring Grants to Core Community Organizations (attached as Appendix "A").

CAO re:

- a) Update on Strategic Plan

The CAO indicated that no comments had been received by Councillors regarding the Strategic Plan presentation at the February Committee of the Whole. He also indicated that the plan would remain as is and that staff could only be accountable to what is currently included in the plan.

- b) Waste Management District By-Law

The CAO noted that the draft By-Law is being reviewed by the solicitor and that the Director of Public Works had previously provided the Committee with base costs. He

also noted that staff is unable to move forward with the pilot project until the by-law is in place.

Moved by Councillor Martell, seconded by Councillor Boucher that notice be given to adopt the Waste Management District By-Law as a By-Law of the Municipality of the County of Richmond. Motion carried.

Correspondence:

For Information Purposes

- a) UNICEF re: Thank You;

Action Required

- a) Richmond County Literacy Network re: Community Outreach Worker for Richmond County;

The Warden noted that correspondence had been received from Richmond County Literacy Network consisting of a proposal for a Community Outreach Worker for Richmond County and a request for a funding contribution in the amount of \$20,000.

The following points were brought forth during discussion:

- A Community Outreach Worker would assist resources in the community in dealing with gaps and advocating for people;
- The municipality currently gives funding annually to the Literacy Network;
- This request is for a special project;
- GASHA and the Regional Health Board have already committed;
- There is a need for this with the seniors in the county;
- The request for \$20,000 was communicated to Warden Sampson in a telephone conversation with Millie Hatt;
- Literacy Network is interested in presenting to Council;
- This request would be part of budget deliberations;
- May be one full time or two part time Outreach Workers;
- There is a need for this in rural areas;
- Community Health Boards were created to deal with these issues;
- There is a concern that this would cause a liability issue for the Literacy Network;
- The hired worker/workers would be responsible to the Richmond Literacy Network;
- The person who drafted the proposal is a retired doctor;
- The CAO cautioned that this was a wage subsidy and set a precedent with other non-profit groups;

Moved by Councillor Boucher, seconded by Deputy Warden Johnson that the Richmond Literacy Network be invited to the Committee of the Whole on April 14, 2014 to do a presentation to Council regarding the proposal for a Community Outreach Worker and to provide additional information and respond to any concerns. Motion carried.

b) Chris Boudreau, Director of Public Works re: Backhoe Repair/Replacement

The CAO noted that additional information requested by Council regarding the repair/replacement of the backhoe at the waste management facility was included in a memo from the Director of Public Works, Chris Boudreau (copy attached).

The following points were brought forth during discussion:

- Received additional pricing which indicated that repairs would be approximately \$21,000 and could be as high as \$25,000;
- \$120,000 - \$125,000 for the cost of a new backhoe with a trade in amount of approximately \$25,000 to \$30,000 for the old one;
- Selling the backhoe outright could generate approximately \$30,000 to \$35,000;
- At the waste management facility there is a new compost screener (2013), excavator purchased in 2011 and a loader purchased last year;
- The front loader is not properly equipped to use in C&D;
- Only one operator uses the excavator;
- The backhoe gets used in the field and replaces the need for contract work;
- The backhoe is currently working and is being used;
- A couple of thousand dollars was just spent on the backhoe;
- In purchasing a new backhoe, the intention would be to use gas tax dollars instead of operating dollars;
- Would replace two existing items already on 2 year approved capital plan. Thus no new monies required.
- Accidents are being documented and reported;
- There has been a staffing change at the waste management facility with Evan Fougere assuming the role of Lead Waste Facility Operator which will ensure that misuse of the equipment will not occur;
- If a backhoe was purchased, nearly all equipment at the facility would be new except for one piece;
- The purchase of a new backhoe would replace the purchase of a dump truck and trailer on the previously approved 2 year capital plan.

Moved by Councillor Martell, seconded by Councillor MacNeil that the Committee recommend to Council that a new backhoe be purchased for the waste management

facility using gas tax dollars. Motion carried. (Ayes: 7, Nays: 3, Councillor Marchand, Councillor David, Councillor Boucher)

- c) Eastern District Planning Commission re: Revised Appointments (2014-2015);

The CAO noted that correspondence had been received from the Eastern District Planning Commission requesting the approval of the revised appointments for 2014-2015.

Moved by Councillor MacNeil, seconded by Councillor McNamara that the Committee recommend to Council that the following EDPC Commission staff appointments be approved for 2014-2015:

- Administrator – Dangerous and Unsightly Premises: John Bain
Alternate: Sean Donovan
- Building Inspector: Leon Leblanc
Alternates: Harry Martell, Cyril Leblanc, David MacKenzie and Alfred Fougere
- Development Officer: Andrew Jones
Alternates: John Bain, Wanda Ryan and Beth Schumacher
- Fire Inspector: Leon Leblanc
Alternates: Sean Donovan, Harry Martell and Cyril Leblanc

Motion carried.

- d) Shannon Mury re: Grant Requests

- Riverdale Community Services Society, Municipal District Infrastructure Fund, District #5 (\$13,497.50);
- The Grand River Seniors Club, Municipal District Activity Fund, District #10 (\$500);
- River Bourgeois Mariners Society, Municipal District Activity Fund, District #7 (\$500);
- Royal Canadian Legion, Br 150, Ladies Auxiliary, Municipal District Activity Fund, District # 1 (\$480);

- Telile Community Television, Municipal District Activity Fund, District #3 (\$100);

Moved by Councillor David, seconded by Councillor Boucher that the Committee recommend to Council that the following grant requests be approved:

- \$13,497.50 to Riverdale Community Services Society, Municipal District Infrastructure Fund, District #5;
- \$500 to the Grand River Seniors Club, Municipal District Activity Fund, District #10;
- \$500 to River Bourgeois Mariners Society, Municipal District Activity Fund, District #7;
- \$480 to Royal Canadian Legion, Br 150, Ladies Auxiliary, Municipal District Activity Fund, District # 1;
- \$100 to Telile Community Television, Municipal District Activity Fund, District #3;

Motion carried.

Approval of Cheques Issued: January 2014

Councillor David declared a conflict because there were cheques written to his business and removed himself from discussion.

Moved by Councillor Boucher, seconded by Councillor Samson that the list of cheques issued in the amount of \$1,773,673.69 for the month of January 2014 be approved.

Motion carried.

Review of Cheques Issued: February 2014

For information purposes.

Items Added to the Agenda

The CAO noted that the current Heritage Property By-Law #49 indicated that appointments to the Heritage Committee could only take place at the Annual Session of Council and the proposed change to the by-law would be that appointments be permitted at any Regular Council Meeting.

Councillor David gave notice that he would introduce a motion at the next Regular Council Meeting to amend the Heritage Property By-Law #49 at section 5(b) by removing the words “shall take place at the annual meeting of Municipal Council” and inserting in their place the words “may take place at any regular meeting of Municipal Council”

Fifteen Minute Question Period

There were no questions from the gallery.

In Camera

Moved by Councillor David, seconded by Councillor Boucher that the meeting proceed to an “in camera” session at 7:51 p.m. Motion carried.

Moved by Councillor David, seconded by Councillor Beaton that the meeting reconvene to regular session at 8:14 p.m. Motion carried.

Adjournment

Moved by Councillor David that the meeting be adjourned. Motion carried.

There being no further business the meeting was adjourned at 8:14 p.m.

MINUTES RECORDED BY:

MUNICIPAL CLERK:

CHAIRPERSON

CHIEF ADMINISTRATIVE OFFICER