

## COMMITTEE OF THE WHOLE MEETING

MARCH 2, 2009

Location: Council Chambers, Municipal Office

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

### Items Added to the Agenda

Warden Boudreau indicated that he would like to add refining the policy on grant applications and service plaques for former Councillors. Councillor Martell would like to add T4 slips.

Moved by Councillor Sampson, seconded by Councillor Martell that the items added be accepted as presented. Motion carried

Review of Minutes: February 23, 2009 (Regular Meeting)  
February 23, 2009 ("In-Camera" Meeting)

Moved by Councillor David, seconded by Councillor Boucher that the minutes of February 23, 2009 (Regular Meeting) and the minutes of February 23, 2009 ("In-Camera" Meeting) be adopted as amended. Motion carried.

### Staff Reports:

(a) Director of Tourism, Culture & Recreation re: 2009/10 Budget

Warden Boudreau welcomed Mr. Boudreau and Mr. MacDonald to the meeting.

Mr. Boudreau indicated the following:

- The contract for the Tourism Co-ordinator ends in July 2009
- The Physical Activity Co-ordinator has a five year contract. The strategy will be developed within the first year; a draft plan should be complete by mid April 009
- The part-time salaries are not salaries; they are program related fees
- The miscellaneous programs and services has increased due to supplies for various programs (ie: the Winter Festivals)
- Grants to Community Groups consists of three grants; start up grants, program development grants and leadership development grants.
- Community groups must meet the criteria, set forth in the policies, in order to obtain monies available
- There are some grants that have not been processed thus far

- Sports teams have to be representative of the County to obtain funding
- The amount spent in the Canada fund, for 2008, increased due to Democracy 250, which was partially funded by the Province
- The budget for trail development is projected until March 2009
- The budget for the Physical Activity Initiative is projected to include advocacy and communication with the public, once the strategic plan is developed
- There has been no movement with the Richmond Arena budget due to issues experienced with land migration;
- Mr. Boudreau reviewed the process that has occurred during the past year, regarding the signing of the agreement with the Richmond Arena
- Mr. Boudreau indicated that the initial process was to include monitoring the management of the Richmond Arena for one year, however, that year has past and an agreement has not been reached
- The total projected budget for 2009-2010 is approximately \$609,682

The following points were brought forth during discussion:

- The Committee does not wish to decrease the budget available for Canada Day
- It was noted that the budget for Youth should be spent on increasing the physical and mental capabilities of the youth in Richmond County
- It was noted that the CAO will research the issue further and work with the solicitor, Mr. Boudreau and Mr. MacDonald to try and come to a quicker resolution, in order to tap in to infrastructure monies available through Federal and Provincial funding programs
- It was noted that the short falls can be carried over, if required
- Councillors have requested that the Director of Tourism, Recreation and Culture provide the following reports:
  - o a description of what Miscellaneous Programs and Services
  - o a list of community groups that have accessed grants through the Tourism, Recreation and Culture Department
  - o a copy of the policies available through Tourism, Recreation and Culture
  - o a list of programs offered according to revenue, programs and expenses
  - o a list of youth programs completed in the past year

Moved by Councillor MacNeil, seconded by Councillor Boucher that the Committee accept the first draft of the Tourism, Recreation and Culture budget and FURTHER MOVED that the second draft include reports on items requested by the Committee. Motion carried.

Correspondence:

- (a) Nova Scotia Nature Trust re: Request for Property Tax Exemption

The CFO indicated that two out of the three parcels of lands are already included in By-Law #56, however, they have had a name change; the third parcel of land meets the criteria for property tax exemption.

Moved by Deputy Warden Johnson, seconded by Councillor Martell that notice be given to amend By-Law #56, Tax Exemption By-Law, to include the parcel of land in St. Peter's formally owned by the Farley Mowat Ltd., (Account # 01459724). Motion carried.

(b) Ste. Anne Community & Nursing Care Centre re: Request for Property Tax Exemption

The CAO reported the following;

- St. Anne Community and Nursing Care Centre have exhausted all efforts to acquire funding from the Department of Health for property taxes.
- As a result of the lack of funding, they are requesting an exemption from property taxes

The following points were brought forth during discussion:

- It was noted that St. Anne Community and Nursing Care Centre provide a great service to the surrounding communities
- The CAO will conduct further research and speak with the Administrator of St. Anne Community and Nursing Care Centre, to determine if there is another option available to obtain funding for property taxes
- It was noted that there are other medical centres in the County that obtain funding for property taxes

Moved by Councillor Martell, seconded by Councillor Boucher that the request by St. Anne Community and Nursing Care Centre be tabled until CAO conducts further research, to determine if there are other options available for funding for the property taxes of St. Anne Community and Nursing Care Centre. Motion carried.

(c) Arichat Boat Club re: Request for Property Tax Exemption

Moved by Councillor David, seconded by Councillor Beaton that notice be given to amend By-Law #56, Tax Exemption By-Law, to include the parcels of land in Arichat, owned by the Arichat Boat Club, (Account # 3386325, 7935854, 1644688). Motion carried.

(d) Dorothy's Pets in Need Society re: Funding Request

The CAO noted the following:

- Councillor Boucher circulated an agreement, signed by Councillors in Richmond County, which indicates a contribution to Dorothy's Pets in Need Society.
- Staff will prepare a common affidavit form for signatures by all Councillors who agree to contribute. Once completed, the affidavit will be presented to Council with the proper application and supporting documents.

The following points were brought forth during discussion:

- It was noted that the society should make application to the Grants to Charitable Organization fund
- It was noted that the society provides a well needed service to Richmond County

(e) Shannon Diggdon re: Grant Request

Moved by Councillor Beaton, seconded by Councillor Boucher that the Committee recommend to Council that the Rocky Bay Irish Club be awarded a grant in the amount of \$500 via the Councillors District Activity - \$3,000 Fund, District 3. Motion carried.

Moved by Councillor David, seconded by Councillor Boucher that the Committee recommend to Council that the grant request submitted by La Picasse Centre Communautaire Culturel, in the amount of \$34,258.24 from the Municipal District \$17,000 Fund, District 2, be rejected at this time. Motion carried.

The following points were brought forth during discussion:

- It was noted that there was no correspondence with the Councillor of District 2, regarding the grant request through the Municipal District \$17,000 Fund

#### Items Added to the Agenda

1. (i) Warden Boudreau re: Refining the Grant Policy on Grant Applications

Warden Boudreau indicated that there have been some grant applications submitted to staff without the knowledge of the respective Councillor.

It was noted that there should be an addition to the applications that ensure Councillors are made aware of all requests put forth by the community.

It was noted that the grant forms are now available online, which may be the cause of this occurring.

It was noted that Councillors do not have the authority to approve grants, as that is the decision of Council, to accept or deny funding request; therefore, the addition to the grant

applications cannot be the approval of Councillors, but perhaps notification of Councillors.

It was noted that the respective Councillor should be notified of all grants in his/her district, and this should be the first step that all community groups take, when seeking funding.

It was noted that recently Staff have corresponded with community groups to assist them with grant applications and ensure they have completed the proper application, and in turn have received grief by the community group.

It is the consensus of the Committee that in the event a community organization has completed the incorrect grant applications, that Staff inform the respective Councillor to make contact with the community group, to assist with the application process.

It was noted that by amending the grant applications, to ensure Councillors are made aware of all request, this issue may be avoided.

It was noted that “In-Kind” contributions, included in grant applications are not measurable and cannot be taken into consideration.

Moved by Councillor Martell, seconded by Councillor Boucher that the Committee recommend to Council that the Municipal District \$17,000 Fund and Councillors District Activity - \$3,000 Fund applications be amended to ensure that the respective Councillor is notified of all requests, and FURTHER MOVED that the CAO and CFO decide the necessary amendment, and bring the amendment to Council for approval. Motion carried.

Moved by Deputy Warden Johnson, seconded by Councillor Boucher that the Committee recommend to Council that “In-Kind” contributions not be accepted for the Municipal District \$17,000 Fund, Councillors District Activity - \$3,000 Fund and the Grants to Charitable Organizations Fund. Motion carried.

(ii) Warden Boudreau re: Service Plaques for former Councillors

Warden Boudreau indicated that it is custom to present plaques to those who served as Councillors in the previous term, and would like direction from the Committee as to how this ought to be done.

It was noted that in the past former Councillors were invited to appear before Council and accept their plaque; some Councillors appeared and some chose not to.

It was noted that there is no policy in place for such an event.

It was noted that the plaques have been prepared and ready for the former Councillors.

Moved by Councillor David, seconded by Councillor Marchand that former Councillors be invited to appear before Council to accept their service plaques, and FURTHER MOVED that if the former Councillor chooses not to appear, that the plaque be sent via mail. Motion carried.

## 2. Councillor Martell re: T4 Slips

Councillor Martell indicated that for the last five years, T4 slips have been received that last possible day, which does not allow for people to plan for their investment to offset their taxes.

It was noted that a detailed analysis must be done during the T4 slip preparation process, which is time consuming.

Moved by Councillor Martell, seconded by Councillor Sampson that the Committee recommend to Council that Chief Financial Officer be directed to ensure that all Councillors and Staff have their T4 slips in their hand one week prior to the February 28 deadline. Motion carried.

### Fifteen Minute Question Period

Mr. Robert Thibault, CAO thanked the Committee for the opportunity, of becoming the new CAO.

Mr. Thibault indicated that he has a great Staff/Council, as well as, working environment to work with and one of his main goals is strategic planning.

Warden Boudreau welcomed Ms. Donna Landry of Dorothy's Pets in Need Society.

Ms. Landry thanked the Councillors for their support, as it is much needed.

Warden Boudreau indicated that the work carried out by the Dorothy's Pets in Need Society is much needed and appreciated by all of Richmond County.

### Adjournment

Moved by Councillor Beaton, seconded by Councillor MacNeil that the meeting be adjourned. Motion carried.

There being no further business, Warden Boudreau adjourned the meeting at 8:22 p.m.