

COMMITTEE OF THE WHOLE MEETING

FEBRUARY 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 the CFO would like to add the industrial mall and standards & policy for private Sector water/sewer developments/extensions.

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

Review of Minutes: January 26, 2009 (Regular Meeting)
January 26, 2009 ("In-Camera" Meeting)

Moved by Councillor Sampson, seconded by Councillor David that the minutes of January 26, 2009 (Regular Meeting) and the minutes of January 26, 2009 ("In-Camera" Meeting) be adopted as amended. Motion carried.

It was noted that the minutes of January 26, 2009 (Regular Meeting), under general comments of Public Works re: Water and Wastewater Evaluations (CBCL Engineering will be present to assist), should include that the central development area of Louisdale will be added to the map.

Staff Reports:

(a) Stewart/Darrin re: Industrial Mall Evaluation

This item was tabled to the "In-Camera" session.

(b) Shannon Diggdon re: New Website

Mrs. Diggdon presented a brief overview of the new Municipal website to the Committee.

Mrs. Diggdon highlighted the menu structure and new items of the website (ie: PDF filable forms, calendar of events, etc)

The following points were brought forth during discussion:

- It was noted that the new website was very well done
- It was noted that the site appears up to date and very user friendly
- It was noted that it is nice to see the County website current and updated as it was not always like that in the past
- It was noted that the website is a work in progress and Mrs. Diggdon is the contact person should there need to be any changes and/or updates added to the website
- It was noted that it would be an advantage to the residents of Richmond County to have online payment options for all services provided by the County
- It was noted that once the new tourism website is up and running, the County website will have a link to it

Referrals from Previous Meetings:

- (i) Surplus Lands on Old Shore Road, Martinique and Highway 320, Arichat

The CFO reported the following:

The surplus parcels of land were brought before Committee of the Whole, December 1, 2008, with a motion to table this item to allow the Councillors for each district an opportunity to approach community groups/property owners to determine if there is an interest in acquiring these lands.

Moved by Councillor Beaton, seconded by Councillor David that the Committee recommend to Council to proceed with the surplus lands on Old Shore Road, Martinique and Highway 320, Arichat to allow the adjacent land owners to acquire it. Motion carried.

- (ii) St. Peter's Economic Development Organization re: Cultural Centre

The CFO reported the following:

This item was tabled from the January 5, 2009 Committee of the Whole meeting to allow for input from the Warden.

Warden Boudreau indicated that he met with ECBC to discuss potential projects within Richmond County.

Warden Boudreau indicated that there appears to be some interest where ECBC is concerned to participate with the SPEDO Cultural Centre project.

The following points were brought forth during discussion:

- It was noted that the proposal previously submitted by SPEDO indicated that there would be no return, on this project for Richmond County, for approximately ten years

- It was noted that the project would be revisited to see if there is funding available

Moved by Councillor David, seconded Councillor Sampson that the Committee recommend to Council that the Regional Development Agency be instructed to convene a meeting of all stake holders to determine if there are monies available to support the SPEDO Cultural Centre. Motion carried.

(iii) Eastern District Planning Commission re: ICSP

The CFO reported the following:

The Province requires every municipality to create an Integrated Community Sustainability Plan (ICSP) that will address social, cultural, environmental and economic sustainability for their community.

The draft plan is due September 30, 2009, with a possible extension of December 2009; there may be a need to have a staff person to facilitate the process, given the short time frame.

Councillor Sampson assumed the role of Chair.

The following points were brought forth during discussion:

- It was noted that the Committee must recognize the importance and urgency of the ICSP process and there is a lot of work to be done in a short amount of time
- It was noted that the Director of Public Works will have a lot of work to get done beyond his normal duties
- It was noted that fifty per cent of Municipalities in Nova Scotia already have their ICSP complete
- It was noted that the Federal budget indicates that there will be infrastructure monies available during the months of June/July 2009; the Director of Public Works is capable of managing the projects on the capital project list, and carry out the duties required to create the draft ICSP
- It was noted that this process should be monitored closely, given the limited amount of time available to complete the ICSP

Moved by Warden Boudreau, seconded by Councillor Boucher that the Committee recommend to Council the following resolution:

Be it resolved that:

The development of the ICSP plan for the Municipality of the County of Richmond, be managed, in-house, by County staff.

That the development of that plan be specifically assigned, for management, to the Director of Public Works.

That the Director work with a team comprised of 3 or 4 Councillors, EDPC staff, Provincial representatives, other county staff and outside agencies or stakeholders as he deems necessary to the process.

That the Director develop a brief “Terms of Reference” for this team which will clarify the team’s roles, responsibilities and reporting structures.

That the Director establish a time-line and a schedule of meetings as would be required to complete the task in the allotted time.

That the County engage the services of the EDPC to consult and assist in the drafting of the final plan, for a fee to be presented to Council on February 9th, 2009.

That the Director, in concert with the EDPC, present to Council, an interim progress report no later than the annual council session in June, 2009.

That a formal request for EDPC services be made to the EDPC board prior to their board meeting of February 5th, 2009 with a request for affirmation of their service to be given council by February 9th, 2009.

That Council, recognizing the urgency and importance of this task, grant all possible latitude to the Director of Public Works in completing the required work recognizing the effort and workload imposed on him by this resolution.

Motion carried.

Warden Boudreau resumed the role of Chair.

(iv) Shannon Diggdon, Contract Extension (“In-Camera” ?)

This item has been tabled to the “In-Camera” session.

(v) Development Isle Madame Association

The CFO reported the following:

The Development Isle Madame Association is requesting the approval of a new proposal in the amount of \$31,960 for administration less the balance of the previous project, approximately \$6,764.

Moved by Councillor Martell, seconded by Councillor Sampson that the Committee recommend to Council to table the request put forth by Development Isle Madame Association for funding in the amount of approximately \$25,196 for budget deliberations to be considered under economic development funds. Motion carried.

Request from Warden Boudreau re: Budget Process:

Warden Boudreau indicated that the budget process has been lengthy in the past and it should be completed sooner.

Warden Boudreau indicated that community groups make application to the Charitable Organizations Grant Fund, with a deadline of March 1, and are not made aware of any possible commitment until June.

The following points were brought forth during discussion:

- It was noted that the Chief Financial Officer is currently handling the duties of both the CFO and CAO and he will do his best to complete the budget within the requested time frame
- It was noted that there was some concern with the new CAO being hired and the budget already being in place, as the CAO should be involved in the budget process
- It was noted that according to the Municipal Government Act the CAO is responsible to deliver the budget to Council in conjunction with the CFO

Moved by Councillor David, seconded by Councillor Marchand that the Committee recommend to Council that the Chief Financial Officer request budget amounts from each Director, providing them with a deadline of the end of February 2009, and FURTHER MOVED that the budget be completed by the end of March, if possible. Motion carried.

Correspondence:

(a) Tax Collector/Vested Property Clerk re:

(i) Lands of Leonard P. Sampson

The CFO reported the following:

A request was made by Mr. Leonard Sampson to purchase surplus lands from the County.

Moved by Councillor Beaton, seconded by Councillor Boucher that the Committee recommend to Council that a Quit Claim Deed be provided to Mr. Patrick Sampson and request that an indemnity be signed by the Estate and heir, Mr. Leonard P. Sampson. Motion carried.

(ii) Harold Poan Former School Property

The CFO reported the following:

A request was made by Mr. Harold Poan to purchase surplus lands from the County.

Moved by Councillor Beaton, seconded by Councillor Boucher that the Committee recommend to Council that a Quit Claim Deed be provided to Mr. Poan and request that he also sign an indemnity. Motion carried.

(iii) Clifford Marchand Request to Purchase

The CFO reported the following:

A request was made by Mr. Clifford Marchand to purchase surplus lands from the County.

Moved by Councillor Beaton, seconded by Councillor Sampson that the Committee recommend to Council that the property (account number 3743195) be sold to Mr. Clifford Marchand, at the appraised value, conditional on Mr. Marchand paying the costs of the appraisal and associated legal costs, including migration. Motion carried.

(iv) Coastal Riders ATV Club

The CFO reported the following:

- Mr. Don Marchand has indicated that according to Section 4b of the Municipal Land Sale Policy, that the Coastal Riders ATV Club be offered the property at fair market value conditional on the Club paying the appraisal costs and legal costs, including costs to migrate the property.

The following points were brought forth during discussion:

- It was noted that the community group provides a great benefit to the community, with 50 plus members and growing
- It was noted that monies are not plentiful for this not for profit organization, therefore, further consideration should be taken when providing the property in question at less than fair market value
- It was noted that the CFO will contact the Solicitor to determine if it is possible to provide the property at less than fair market value, according to the MGA

Moved by Councillor Sampson, seconded by Councillor MacNeil that there is a desire to provide the property in question to the Coastal Riders ATV Club for less than fair market value, considering the benefit to the community the organization provides, and FURTHER MOVED that this matter be referred to the Solicitor for an opinion. Motion carried.

(b) C.A.O. re:

(i) Integrated Community Sustainability Plan

This item was previously discussed.

(ii) Paul Parry, Contract Extension (“In-Camera”?)

This item was tabled to the “In-Camera” Session.

(c) Shannon Diggdon re: Various Grant Requests

Moved by Councillor Martell, seconded by Councillor Boucher that the Committee recommend to Council that the following grants be approved:

- Dr. Kingston Memorial Clinic, \$200; Councillors District Activity-\$3,000 Fund: District 7
- Dr. Kingston Memorial Clinic, \$200; Councillors District Activity-\$3,000 Fund: District 8
- Dr. Kingston Memorial Clinic, \$200; Councillors District Activity-\$3,000 Fund: District 9
- Dr. Kingston Memorial Clinic, \$200; Councillors District Activity-\$3,000 Fund: District 10
- River Bourgeois Technology & Training Centre, \$200; Councillors District Activity-\$3,000 Fund, District 7

Motion carried.

Items Added to the Agenda

1. (i) CFO re: Industrial Mall

This item was tabled to the “In-Camera” session.

(ii) CFO re: Standards and Policy for Private Sector Water/Sewer Developments/Extensions

The CFO indicated that Mr. Darrin McLean has solicited a budget figure for fees related to assistance with developing appropriate design and construction standards for water and sewer extensions. The estimated costs of these services is \$3,500 plus applicable taxes.

Mr. McLean is proposing that we engage CJ MacLellan & Associates for this work as they have intimate knowledge of County operations and worked with the County recently on the development of draft standards for road and storm drainage design.

The following points were brought forth during discussions:

- It was noted that upon the incorporation of such standards, the Municipal Engineer will not stamp private sector designs for water/sewer development/extensions.
- It was noted that the Council will have the final decision to accept the standard and policy which will determine the requirements for private sector developers

Moved by Councillor Marchand, seconded by Councillor David that the Committee recommend to Council to accept the proposal of the Director of Public Works and engage CJ MacLellan & Associates for the development of standards & policy for private sector developments/extension. Motion carried.

Fifteen Minute Question Period

Mr. George Kehoe approached the Committee to ask if the County could sell the property in question to the Coastal Riders ATV Club at fair market value and then donate the money back to the non profit group.

Warden Boudreau informed Mr. Kehoe that due to legal ramifications that is not possible.

Mr. Richard Burt approached the Committee to comment on the website and indicated that it is nice to see that the County is informing the residents via the new website.

Mr. Laurie Smith, of Development Isle Madame, approached the Committee and indicated that it is nice to hear that the County is committed to an ICSP process and feels it will be well received by the community and those engaged in the process.

Moved by Councillor Sampson, seconded by Councillor Boucher that the meeting move to “In-Camera” Session at 8:23 p.m. Motion carried

Moved by Councillor Sampson, seconded by Councillor MacNeil that the meeting reconvene to regular Committee of the Whole session. Motion carried.

Adjournment

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

There being no further business, Warden Boudreau adjourned the meeting at 9:41 p.m.

MINUTES RECORDED BY:

COUNCIL RECORDER:

CHAIRPERSON

CHIEF FINANCIAL OFFICER