

## COMMITTEE OF THE WHOLE MEETING

JANUARY 25, 2010

Location: Council Chambers, Municipal Office

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

Warden Boudreau indicated that Councillor Sampson was unable to attend tonight's meeting due to health issues.

### Items Added to the Agenda

Warden Boudreau indicated that Deputy Warden MacNeil wished to add replacement on the St. Peter's-Sampsonville Water Utility Board of Directors and the CAO wished to add Area Advisory Committee's (to be discussed "In-Camera").

**Moved by** Councillor Johnson, **seconded by** Deputy Warden MacNeil that the Items Added be accepted as presented. Motion carried.

### Review of Minutes: January 4, 2010

**Moved by** Deputy Warden MacNeil, **seconded by** Councillor Sampson that the minutes of January 4, 2010 be adopted as presented. Motion carried.

### Reports:

(a) C.A.O. re: Port Hawkesbury Swimming Pool

The CAO indicated that a full report will be presented, including a budget, at a future meeting.

The following points were brought forth during discussions:

- The proposed agreement involves joint management of the pool by Inverness, Port Hawkesbury and Richmond with each contributing approximately 1/3 of operating costs.
- Port Hawkesbury will remain responsible to all capital costs.

- The yearly budget will be based on the previous year's expenses with the addition of cost of living.
- There will be equal representation from each of the governing municipalities on the board.
- The costs to the municipality will be approximately \$45,000 per year, a significant increase to the current contribution of \$12,000 per year.
- Richmond's program usage is approximately 1/3.
- Within the next 30 days Council will have to decide if the municipality wishes to enter into this agreement and determine where the money will come from at budget time.
- Other municipalities such as Antigonish, Guysborough and Canso will also be contributing minor amounts.
- If surrounding municipalities do not agree to provide this level of assistance then user fees for the pool will have to increase significantly.
- Concern was expressed that the municipality may be opening the door for other facilities to begin approaching the municipality for funding.
- It was noted that there doesn't appear to be any contribution to the budget from First Nations communities
- The Warden, CAO and Councillor McNamara will be involved in further negotiations and will provide updates to Council

(b) Director of Public Works re: Status Report

The following points were brought forth during discussions:

- The tender for the Evanston Sewage Treatment Plant will be ready by mid February.
- An update on estimated project costs has been provided, which is within 1.5 % of the budgeted amount.
- Engineering fees increased due to material and testing fees.
- Contingency amounts are included for unforeseen items that may occur during construction and typically this amount is 10-15% of project costs.
- Engineering amounts are dependent on the complexity of a project and can vary from 10-18% of project costs.
- Engineering firms determine what is required and costs include contract administration and site inspection to ensure that the contractor is building in accordance to plans.
- The municipality is not capable of doing such complex design engineering and project administration internally.
- It was suggested that if some of the engineering work were done in-house, project costs would decrease.
- Having capable firms carry out engineering and project administration provides a level of security to the Municipality that the project will be done according to specifications.

- 2/3 of the costs of the Evanston Sewage Treatment Plant are being funded by the provincial and federal governments, noting that these funds would not be available without proper engineering plans and contract administration.
- A draft report for the District #4 Wastewater System Pre-Design Study has been submitted and project costs are estimated at \$7.4 million and annual operating costs are estimated at \$100,000.
- The CFO provided information on per household costs.
- Sources of funding should be explored before bringing numbers to the public.
- It was suggested that a letter of request be submitted to the Building Canada Fund even though the budget for this fund has yet to be released.

**Moved by** Councillor Martell, **seconded by** Councillor David that Council authorize staff to determine what levels of funding would be possible for the District #4 Wastewater System, before information is taken to the public. Motion carried.

The following points were brought forth during discussions:

- The District #3 Wastewater Management Study Project has received PCAP funding for 50% of the project costs to a maximum of \$20,000.
- It was noted that the community portion would not be billed to residents and would be coming from the Municipal District Fund - \$20,000 for District #3.

**Moved by** Councillor Beaton, **seconded by** Councillor Boucher that the Committee recommend to Council that a municipal contribution in the amount of 75% of the net costs of the District #3 Wastewater Management Study after provincial funding be approved and further move that the remaining portion of the project cost be recovered through a contribution from the Municipal District Fund - \$20,000 from District #3. Motion carried.

The following points were brought forth during discussions:

- The increase in costs for the pilot testing for the Louisdale/Evanston Water Treatment Plant Pre-Design Study was a result of confirmed costs with treatment plant suppliers.
- PCAP funding is not likely to exceed 50%
- The remainder of the costs will have to come from the water utility.
- The net costs could be carried by the water utility as a work in progress and then if the project proceeds these costs can become part of the capital costs.
- All expenditures over \$25,000(gross) must be approved by the UARB, noting that the Municipality must provide information to the UARB on how these costs will be financed.
- A PCAP application has been submitted for funding of the French Cove/Cape George Estates Water System Extensions Study, noting that the estimated cost of the work is \$20,000 and staff will seek direction from Council on funding the remainder of the costs once funding is secured.

- The Department of Justice has reviewed the condition of the Arichat Courthouse and is indicating that repairs and upgrades are required that will cost upwards of \$700,000, before they would consider resuming court services at that location.
- Municipal staff will attempt to arrange a meeting with the Department of Justice to discuss future use of the Arichat Courthouse, as well as the future of court services in Richmond County.
- It was noted that there is a reserve of about \$85,000 for the Courthouse.
- The Registry of Deeds and the province leases the property; they continue to pay rent which is approximately \$35,000 per year.
- Municipal Staff, with the assistance of Novadynamics Ltd. is conducting an energy audit of consumption at municipal facilities and this is being funded through EcoNova Scotia's Eco Trust Category 1 Municipal Program.
- Staff have identified projects that might qualify for funding under EcoNova Scotia's Eco Trust Category 2 Municipal Program and is seeking Council's authorization to proceed with submission of an application before the January 31<sup>st</sup> deadline.
- It was noted that funding is at a rate of 50%
- Projects include installation of various electrical controls and equipment at the Louisdale Sewage Treatment Plant, as well as the Petit de Grat Sewage Treatment Plant, modifications to the Arichat/Petit De Grat Water Treatment Plant, upgrades to the Richmond Arena, as well as a comprehensive study of the number and placement of streetlights in Richmond.

**Moved by** Councillor McNamara, **seconded by** Councillor Johnson that Municipal Staff be authorized to proceed with submission of an application for Category 2 funding under the EcoNova Scotia Funding Program for eligible projects at municipal facilities as recommended by Municipal Staff and that the net cost of these projects is to be given support by consideration during deliberations for the 2010-2011 Municipal Operations Budget. Motion carried.

The following points were brought forth during discussions:

- The Surplus Government of Canada Building, the Arichat Post Office, was viewed by Municipal Staff and it was determined that the building would not be useful as a Public Works Facility.

**Moved by** Councillor Boucher, **seconded by** Councillor David that the Committee recommend to Council to direct the CAO to write to the Federal Government indicating that the Municipality has no interest in the Surplus Government of Canada Building located in Arichat. Motion carried.

The following points were brought forth during discussions:

- Acoustical panels and a scoreboard have been removed from the gymnasium at the former St. Peter's School and have been donated to community groups.

- Removal of items that would take away from the functionality of the building will not be carried out at this time, noting that sale of the building is still an option and anything that will take away from its value should not yet be removed.
- The Solicitor is currently working on the RFP for this facility.
- Organizations may submit requests for items, however they will be kept on file until the manner of disposition of the building is determined.
- Disposition should be done as soon as possible for fear of this property becoming a derelict building.
- The Richmond County Truckers Association are requesting an increase in rates for trucking of waste to Guysborough and Sydport retroactive to April 1, 2009.
- The Municipality does not have a contract with the Truckers Association, noting that there is only a pricing agreement.
- The Municipality currently does not have the capability of handling this work internally however these costs will be explored.

**Moved by** Councillor Marchand, **seconded by** Councillor Johnson that the Committee recommend to Council that the most recent pricing arrangement between the Municipality of Richmond and the Richmond County Truckers Association as outlined in their correspondence of January 8, 2010 (copy attached) is accepted and further move that Municipal Staff investigate alternative means of cost-effectively delivering this service. Motion carried.

The following points were brought forth during discussions:

- Costs for work related to the paving of the McNamara Bend Subdivision are being finalized and once completed and the road turned over to the Municipality, the Department of Transportation will be approached with respect to carrying out winter maintenance.
- GPS units have been installed in all Public Works vehicles as well as the tractor for the Louisdale Sidewalks.
- Tracking software is internet based, easy to use and generates reports.
- Analysis of the data will be done after a six month period and evaluation of data will be built into a performance management system.
- Each vehicle currently has a log book for fuel consumption.
- Telus is the supplier; installation was free and costs are \$60/month/vehicle.
- It was noted that an update on the water problems in Little Barachois will be provided next week.

Mr. MacLean was complimented and thanked for his report.

Tabled From November 30, 2009 Meeting:

- (a) Public Works and Government Services Canada re: Disposal of Government of Canada Building, Arichat.

Previously addressed.

Correspondence:

(a) Little Harbour Authority Three Phase Power

The following points were brought forth during discussions:

- The CAO and Councillor Sampson met with representatives of the Little Harbour Authority and ECBC to look into a project of supplying three phase power to Little Harbour.
- There was a good level of cooperation from the federal government.
- If Council wishes to support this project it is recommended that they implement the principle of the policy, which has yet to be adopted, noting that the Solicitor is still in the process of drafting it.
- If there is support from Council, then the CAO will get in contact with ECBC, who will get in contact with the Province.
- The majority of the local funds would come from the Harbour Authority and the Councillor's District Fund - \$20,000 for District #9 but may also require some funds from general revenues (approximately \$10,000).
- This may also allow better pricing from Nova Scotia Power.
- This is a great economic opportunity for District #9.

**Moved by** Deputy Warden MacNeil, **seconded by** Councillor Boucher that the Committee recommend to Council to accept the recommendation of the CAO and implement the principles of the draft policy for participation in private and public infrastructure projects, with regards to the Little Harbour Authority three phase power project. Motion carried.

(b) Chief Financial Officer re: Emergency Measures Plan

**Moved by** Councillor David, **seconded by** Councillor Boucher that the Committee recommend to Council to accept the recommendation of the CFO and that the Pandemic Contingency Plan be added to the Municipality's Emergency Measures Plan. Motion carried.

(c) Town of Yarmouth re: Ferry Service Between Yarmouth and New England

**Moved by** Councillor Martell, **seconded by** Councillor Beaton that the Committee recommend to Council to have the CAO write a letter to the MLA with copies to the MP and Regional Minister Peter MacKay expressing Council's support for the continuation of the Ferry Service between Yarmouth and New England. Motion carried.

(d) Department of Canadian Heritage re: National Flag of Canada Day – February 15, 2010

The Municipal Clerk has passed this request on to the Department of Tourism, Culture and Recreation to have staff arrange an event in support of National Flag Day.

**Moved by** Deputy Warden MacNeil, **seconded by** Councillor McNamara that the Committee recommend to Council that February 15<sup>th</sup> be proclaimed National Flag Day in Richmond. Motion carried.

(e) Richmond RCMP Advisory Board re: Funding Request

The following points were brought forth during discussions:

- The RCMP Advisory Board is approaching Council to fund a community/school RCMP liaison position.
- This was suggested because of concern with all of the recent vandalism.
- It was suggested that the RCMP be requested to make a presentation to Council in order to obtain further information.
- It was also suggested that a report be requested on the situation of policing in Richmond, noting that in the past the Municipality has not received their full complement of officers.

It was the consensus of the Committee that staff be directed to request a report from Sergeant Rick Beaton on the status of RCMP services in Richmond County and that after this information is received by Council that representatives from the RCMP be invited to make a presentation to Richmond Municipal Council.

(f) CSAP re: Centre de Santé - Ecole Beau-Port

It was noted that this correspondence was in French only and perhaps in the future correspondence to Council should be in a format that all Councillors can understand.

(g) Strait-Highlands Regional Development Agency re: Strait-Highlands Green Action Municipal Funding Request

Councillor Beaton declared a conflict of interest with regards to the Strait Highlands Green Action Municipal Funding request, indicating that a family member is employed by the SHRDA.

The following points were brought forth during discussions:

- The Municipality cannot commit to multi-year contributions.
- It was suggested that Council could commit to the term within their mandate and not commit future council's.
- It was suggested that the full amount (\$4,900) be funded in year 1.

**Moved by** Councillor David, **seconded by** Councillor Boucher that the Committee recommend to Council that the Strait-Highlands Green Action Municipal Funding Request be approved in the amount of \$2,450 per year for a two year period.

It was indicated that the MGA does not permit the Municipality to approve multi-year commitments and suggested that the funds be take all take from one budget year.

Councillor David requested and received unanimous consent to change his motion to reflect a commitment of \$4,900 upfront.

**Moved by** Councillor David, **seconded by** Councillor Boucher that the Committee recommend to Council that the Strait-Highlands Green Action Municipal Funding Request be approved in the amount of \$4,900. Motion carried.

List of Cheques Issued: December, 2009

**Moved by** Deputy Warden MacNeil, **seconded by** Councillor Boucher that the list of cheques issued for the month of December 2009 in the amount of \$774,083.05. Motion carried.

Items Added to the Agenda

- (1) Deputy Warden MacNeil re: Replacement on St. Peter's Samsonville Water Utility Board of Directors

**Moved by** Deputy Warden MacNeil, **seconded by** Councillor David that staff be directed to advertise to fill a vacancy on the Boards of Directors for the St. Peter's-Samsonville Water Utility. Motion carried.

- (2) CAO re: Area Advisory Committee (To be discussed "In-Camera")

Fifteen Minute Question Period

There were no questions.

**Moved by** Councillor Johnson, **seconded by** Councillor Boucher that the meeting proceed "In-Camera". Motion carried.

An "In-Camera" session was held to discuss Arichat Lift Stations, Louisdale Watermain, Strategic Planning Workshop, Charles Forest Cove Property and Area Advisory Committee's.

Warden Boudreau re-convened the Regular Meeting at 10:13 p.m.

**Moved by** Councillor David, **seconded by** Councillor Martell that the Committee recommend to Council to proceed with the acquisition of property in Charles Forest Cove. Motion carried.

**Moved by** Councillor Marchand, **seconded by** Councillor Johnson that the CFO be requested to investigate alternative measures of financing capital expenditures for the proposed upgrades to the Louisdale Watermain.

Motion withdrawn.

**Moved by** Councillor Marchand, **seconded by** Councillor Boucher that a decision on the Louisdale Watermain extension project be tabled to the February 1, 2010 Committee of the Whole Meeting. Motion carried.

Adjournment

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

There being no further business, the Chairperson adjourned the meeting at 10:18 p.m.

MINUTES RECORDED BY:

MUNICIPAL CLERK:

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CHAIRPERSON

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CAO