

COMMITTEE OF THE WHOLE MEETING

NOVEMBER 14, 2016

Location: Council Chambers, Municipal Office

Present: Councillor J. Goyetche, Councillor A. Martell
Warden B. Marchand, Councillor G. Boucher
Deputy Warden J. MacLean

Warden Marchand called the meeting to order at 7:05 p.m.

Items Added to the Agenda

Councillor Martell requested and received unanimous consent to add a discussion regarding the Outreach Support Worker position.

Moved by Councillor Boucher, seconded by Councillor Martell, that the agenda be approved with the item added. Motion carried.

Review of Minutes: September 12, 2016

Moved by Councillor Martell, seconded by Councillor Boucher that the minutes of September 12, 2016 Committee of the Whole be approved as presented. Motion carried.

Presentations

- a) Celeste Gotell, Public Health Services, Nova Scotia Health Authority re:
How Municipalities Can Be Leaders to Address Positive Health Outcomes
in their Communities

Warden Marchand indicated that the presentation scheduled for this evening was postponed to a later date.

Deputy Clerk/Treasurer re:

a) New requests – CDENE

Deputy Clerk/Treasurer Jason Martell indicated that a request for a French speaking Councillor to sit as a member on their Board had been received from the Conseil de développement économique de la Nouvelle-Écosse (CDENE). He also indicated that this item would be moved to the discussion regarding Committee structures.

b) Tourism Project

The following points were noted during discussion:

- The funding from ACOA was contingent on the Provincial funding in the original agreement;
- The agreement would have to be amended if the 1/3 funding from the Province is not included;
- There is a risk of losing some or all funding;
- We must request an amendment to the agreement and go through the process again;
- Recommendation is to defer discussion until a later date;
- Toulouse Street sewer project received Clean Water and Wastewater Fund (CWWF) dollars. When Council moved that project forward it was to be done in conjunction with the Tourism Project;
- Infrastructure required for the Toulouse Street property would be on the Canal property and there is presently no lease agreement with Parks Canada;
- Federal funding is earmarked for the Toulouse Street project which would require some redesign but the CWWF funding would still apply;
- Lacking environmental assessment and approval;
- Multiple departments within Parks Canada involved;
- If the Tourism project doesn't proceed, the pump station would be right at the corner of Deny Street and Toulouse Street;
- Resident on Deny Street could have access by putting another pipe along there;
- Municipal funding couldn't come from Gas Tax;
- There may be other funding avenues;
- Tender deadlines are December 9, 2016;
- Need to meet with the Province and ACOA;

Moved by Councillor Boucher, seconded by Councillor Martell that the Committee recommend to Council that the Tourism Project discussion be deferred to a later date

pending a meeting between ACOA, the Warden, a Councillor and a staff member.
Motion carried.

Moved by Councillor Boucher, seconded by Deputy Warden MacLean that the Committee recommend to Council that funding options for the Toulouse Street sewer extension be investigated and that the project be revisited as a stand-alone project with an update presented at the Regular Council meeting in November. Motion carried.

c) Infrastructure/Activity Funds

The Deputy Clerk/Treasurer indicated that a copy of all District Infrastructure/Activity Fund balances were included in the package. He also indicated that staff was requesting direction as to the allocation of the funds and whether to reduce/increase the amount in these funds as of April 2017.

Councillor Goyetche indicated that he would introduce a motion at the next regular Council meeting to cancel Infrastructure & Activity grants.

Moved by Councillor Boucher, seconded by Councillor Martell that the Committee recommend to Council that the amounts available in Infrastructure and Activity funds be doubled for each Councillor effective April 2017. Motion carried. (Nay: Councillor Goyetche)

Moved by Councillor Martell, seconded by Councillor Boucher that the Committee recommend to Council that the remaining fund balances in the Infrastructure/Activity funds be distributed as follows:

- Previous Districts #9 & #10, moved to current District #5
- Previous Districts #7 & #8, moved to current District #4
- Previous Districts #5 & #6, moved to current District #3
- Previous Districts #3 & #4 and half of previous District #1, moved to current District #2
- Half of Previous District #1 and remainder of Previous District # 2 moved to current District #1.

Motion carried. (Nay: Councillor Goyetche)

Warden Marchand re:

a) Food Banks

Moved by Councillor Martell, seconded by Councillor Boucher that the Committee recommend to Council that a contribution be made to the five local food banks (Isle Madame, Louisdale, St. Peter's, L'Ardoise and Port Hawkesbury) in the amount of

\$2,000 each; AND FURTHER MOVED that the local food banks be invited to the December 2016 Council meeting for a cheque presentation. Motion carried.

b) Review of Council Committees Structure

Moved by Councillor Boucher, seconded by Deputy Warden MacLean that the Committee recommend to Council that the following list of Committee Structures be adopted:

COMMITTEE NAME	Councillors	Members at Large	Staff	CAO
Planning Advisory Committee (2 Councillors)	2	2		
Eastern District Planning Commission (1 Councillor)	1			1
Richmond Villa (3 Councillors)	3	2		
Eastern Counties Regional Library (1 Councillor)	1			
St. Anne's Community & Nursing Care Centre (1 Councillor)	1			
Richmond/Port Hawkesbury Joint Park Commission (1 Councillor, Warden)	1 (Warden)			1
Strait Area Airport (1 Councillor)	1			1
Richmond County Police Services Advisory Committee (2 Councillor)	2	2		
Emergency Measures Advisory (2 Councillors)	2		2	1
Audit Committee (All Councillors)	5	3	1 (Director of Finance)	1
Steering Committee re: Fire Services (2 Councillors)	2		1	
Wastewater Management Committee (2 Councillors)	2		3	1
Richmond County Literacy (1 Councillor)	1			
Pitu'paq (1 Councillor)	1			
Recreation Advisory (1 Councillor)	1	8	2	

Renewal Energy (2 Councillors)	2	2	2	
Physician Recruitment (3 Councillors)	3	3		
Strait Area Transit (1 Councillor)	1			
CDENE (French) (1 Councillor)	1			
Policy Committee (All Council)	5	2	2	
Vehicle Use Policy (2 Councillors)	2		2	
Heritage Advisory Committee (3 Councillors)	3		1	

Motion carried.

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

BE IT RESOLVED that the Council of the Municipality of the County of Richmond approve an amendment to the “Instrument of Incorporation” which established the Richmond Housing Corporation so as to change the number of its members by deleting from the present instrument of Incorporation the following clause:

“The Corporation shall consist of seven members who shall be appointed as follows: By resolution of Council and further that the Resolution shall set out the term of office”

THAT the following clause be substituted therefore:

“The Corporation shall consist of five members who shall be appointed as follows: By resolution of Council and further that the Resolution shall set out the term of office”

Motion carried.

c) Purchasing Policy

Agenda item referred to the policy Committee.

d) Recreation/Tourism Grants

The Deputy Clerk/Treasurer noted that the list of available grants was provided for information purposes.

The following points were brought forth during discussion;

- All grants given out by the Municipality should come to Council for approval;
- The Recreation/Economic Development/Tourism grants should be provided to Councillors monthly via email;
- These grants are approved as part of the budget;
- Council should review the criteria for these grants. There is currently no set criteria for economic development grants;
- If grant requests are over a certain dollar value, they should come to Council;
- Some groups are receiving grants through Recreation and also through activity, sometimes for the same project;
- A blanket policy to cover all grants within the municipality is needed. This could filter through one central person and then be funneled to the proper person;

It was the consensus of the Committee that Recreation/Tourism/Economic Development grants be referred to the Policy Committee with the intention of creating one Grant Policy which would include all grants within the Municipality.

e) Question Period

It was the consensus of the Committee that moving forward there would be two question periods during Committee of the Whole and Regular Council meetings, one before the “In Camera” Session and one following the “In Camera” session if applicable.

f) Travel/Expense – Council & Staff (Information purposes only)

Warden Marchand indicated that the intention moving forward as part of the Policy Committee was to combine section 8.0 (Expenses & Reimbursement) of the Employee Policy Manual and Council’s Travel Expense Policy into one policy.

Warden Marchand noted that item #4 on the proposed Expense Claims Publication Policy stated that publication is subject to protection of privacy interests. He also noted that when posting expense claims regarding meetings with another party, the private citizen name must be redacted or only the reason for the meal be provided due to privacy issues.

Councillor Boucher gave notice that he would introduce a motion at the next Regular Council Meeting to adopt the Expense Claims Publication Policy as a policy of the Municipality of the County of Richmond.

Correspondence

For Information Purposes:

- a) Transport Canada re: Requirements under the *Grade Crossings Regulations* pursuant to the *Railway Safety Act*;

Review of Cheques Issued: August, September & October 2016

For Information Purposes.

Items Added to the Agenda

Councillor Martell requested that staff investigate funding possibilities for the Community Outreach worker position.

It was noted that the Town of Port Hawkesbury decided to continue funding the position until December. It was also noted that the Province would have no new funding available until the new budget in April 2017.

Fifteen Minute Question Period

Mrs. Millie Hatt approached the Committee with questions.

Mrs. Germaine MacDonald approached the Committee with questions.

Mr. Robbie Fougere approached the Committee with questions.

“In Camera” Session, if required

Moved by Councillor Boucher, seconded by Councillor Martell that the meeting move to an “In Camera” session at 8:55 p.m. in order to discuss legal and personnel issues.
Motion carried.

Moved by Councillor Goyetche, seconded by Councillor Boucher that the meeting revert back to regular session at 10:38 p.m. Motion carried.

Moved by Councillor Boucher, seconded by Councillor Martell that the Committee recommend to Council that privilege and confidentiality be waived on the engagement

letters from Boyne Clarke and Grant Thornton and be posted on the municipal website on November 29, 2016. Motion carried.

Moved by Deputy Warden MacLean, seconded by Councillor Goyetche that the Committee recommend to Council that the Hours of Operation Policy be reviewed in the New Year. Motion carried.

Adjournment

Moved by Councillor Boucher, seconded by Councillor Goyetche that the meeting be adjourned.

There being no further business, Warden Marchand adjourned the meeting at 10:41 p.m.

MINUTES RECORDED BY:

DEPUTY CLERK/TREASURER

CHAIRPERSON