

COUNCIL COMMITTEE

The Regular Session of the Council Committee of the Municipality of the County of Colchester was held in the Courthouse, Truro, Nova Scotia, on Thursday, March 12, 2020.

Roll Call

The roll was called with the following Councillors in attendance:

Mayor Christine Blair	
Deputy Mayor Geoff Stewart, Chair	District 3
Councillor Mike Cooper	District 4
Councillor Lloyd Gibbs	District 5
Councillor Michael Gregory	District 7
Councillor Bob Pash	District 9
Councillor Tom Taggart	District 10
Councillor Wade Parker	District 11

Regrets

Councillor Eric Boutilier	District 1
Councillor Bill Masters	District 2
Councillor Karen MacKenzie	District 6
Councillor Ron Cavanaugh	District 8

Staff Present

Rob Simonds, Chief Administrative Officer (CAO)
 Scott Fraser, Director of Corporate Services
 Michelle Newell, Director of Public Works
 Dennis James, Municipal Solicitor
 Tracey Veno, Recording Secretary
 Mark Austin, Economic Development Officer
 Paul Smith, Manager of Planning Services

Approval of Agenda

Moved by Councillor Gregory
 Seconded by Councillor Gibbs

“That the agenda be approved with the following additions:

- Item # 12b, COVID-19;
- Item # 13b, FCM Webinar;
- Item # 13c, COVID-19 – RECC;
- Item # 16b, Legal Matter in Closed Session.”

Motion Carried Unanimously.

Approval of Minutes

Moved by Councillor Cooper
 Seconded by Councillor Gregory

“That the minutes of meetings held on January 7, February 4, 13, and March 3, 2020, be approved as presented.”

Motion Carried Unanimously.

Business Arising from Minutes

There was no business arising from the meetings held on January 7, February 4, 13, and March 3, 2020.

Presentation

Happy Communities Project (HCP)

Presenter - Krista Young and Mayor Wendy Robinson, Town of Stewiacke

Ms. Young provided Council with a brief overview of the Happy Communities Project, indicating that the project provides a tool kit for citizens to engage the general community in becoming actively involved in their communities. A core group consisting of six members started this around late Fall of 2019 for the Stewiacke and surrounding areas. The project is intended to strengthen social connectedness and belonging, and establish a culture where citizens look out for one another.

Mayor Robinson indicated that Barry Braun, CEO and Founder of the Happy Communities Project, has developed a program to support and train the core group to launch and administer the program. The initial cost is \$20,000, \$5,000 of which Barry Braun will contribute, \$5,000 from the Town of Stewiacke, \$5,000 is being asked from the Municipality of Colchester and the remaining \$5,000 through fundraising.

Interest was expressed in the overall concept of the project and in the possibilities of it reaching other areas of the County. Discussion was held regarding the need for a formal ask of Council through the grant application process, and whether the group is a registered not-for-profit organization. Dennis James, Municipal Solicitor, indicated that it appears only a group from Hants West was registered under the Happy Communities Project.

Moved by Councillor Gregory

Seconded by Mayor Blair

“That the presentation from Krista Young on the Happy Communities Project, be received.”

Motion Carried Unanimously.

ACTION ITEMS**Wastewater Collection Truck - Award of Tender**

Michelle Newell, Director of Public Works, advised that this item is for the award of the tender for a 1.5 ton truck with dump body and plow for Wastewater Collection and Transportation operations. Two bids were received in response to the tender with Hollis Ford being the low bidder. Brief discussion was held on hours and maintenance records of the existing truck. Ms. Newell advised that these trucks are usually replaced on a five to six-year basis, however, as per the request of the CAO, staff have started tracking this information with intent to provide on a go forward basis.

Moved by Mayor Blair

Seconded by Councillor Pash

“That Council Committee recommends to Council that staff be authorized to award the tender for the purchase of a 1.5 Ton Truck for Wastewater Collection to Hollis Ford in the amount of \$50,889 excluding HST, with source of funds being the Public Works Vehicle Reserve.”

Motion Carried Unanimously.

**Pumping Station 6 and 15 –
Award of Tender**

Ms. Newell provided an overview of this item indicating that it is for the replacement of Pumping Station 6 in Salmon River and Pumping Station 15 in Valley. The approved capital budget for 2020/21 includes \$800,000 with 73.33% of the project being funding through the Investing in Canada Infrastructure Program and the remaining funding being from sewer capital. Four bids were received in response to the tender with L&R Construction being the low bidder.

It was noted that at the February Council meeting, authority was granted to March Council Committee to award this tender.

Moved by Councillor Gibbs
Seconded by Councillor Cooper

“That Council authorizes staff to award the tender for the replacement of Pumping Station 6 in Salmon River and Pumping Station 15 in Valley to L&R Construction for a total contract amount of \$695,900.60 excluding HST; and,

That an internal contingency of \$75,000 be approved, to be spent only on authority of the Director of Public Works.”

Motion Carried Unanimously.

**Inflow/Infiltration Investigations
(Brookfield and Tatamagouche)
– Award of Tender**

Ms. Newell indicated that a Request for Proposals (RFP) was issued for Inflow/Infiltration Investigations on the Brookfield and Tatamagouche Wastewater Collection Systems. This study will help identify how to keep groundwater and rainwater out of the collection systems. An RFP was issued and posted on the Provincial and County websites with two proposals being received by the closing date. Staff reviewed and evaluated the proposals with Englobe scoring the highest.

It was noted that at the February Council meeting, authority was granted to March Council Committee to award this RFP.

Moved by Councillor Gregory
Seconded by Councillor Gibbs

“That Council authorizes staff to award the work for the Brookfield and Tatamagouche Inflow/Infiltration Study to Englobe for a total contract amount of \$150,798 excluding HST.”

Motion Carried Unanimously.

**Central Colchester Wastewater
Treatment Facility Energy
Efficiency Project – Award of
Tender**

Ms. Newell advised that this item deals with the award of tender for the supply and installation of variable frequency drives and a blower at the Central Colchester Wastewater Treatment Facility (CCWWTF). Three bids were received in response to the tender issued, with Marcel Belanger Electric being the low bidder at a bid price of \$226,441.62, excluding HST. The approved capital budget for the project is \$260,000 and Efficiency Nova Scotia has agreed to pay \$38,622 towards the cost of the project.

At their meeting on February 27th, Council granted authority to March Council Committee to award this tender.

Moved by Councillor Cooper
Seconded by Mayor Blair

“That Council authorizes staff to award the tender for the CCWWTF Energy Project – VFD Installation to Marcel Belanger Electric for a contract amount of \$226,441 excluding HST, and that an internal contingency of \$20,000 be approved, to be spent only on authority of the Director of Public Works.”

Motion Carried Unanimously.

**Hydrogeological Services Debert
Water Supply – Award of
Proposal**

Ms. Newell advised that this item relates to the Request for Proposals (RFP) for Hydrogeological Services for the construction of a new well in Debert. Council’s approved capital budget for this project is \$350,000 and this component of the project will be funded through this budget. Three proposals were received in response to the RFP with all proposals being deemed complete. Staff reviewed and scored the proposals with CBCL scoring the highest. Staff recommend that the RFP be awarded to CBCL.

At their meeting on February 27th, Council granted authority to March Council Committee to award this tender.

Moved by Mayor Blair
Seconded by Councillor Pash

“That Council authorizes staff to award the contract for the Debert Hydrogeological Services to CBCL for a total contract amount of \$22,300 excluding HST.”

Motion Carried Unanimously.

**Sidewalk, Queen Street,
Tatamagouche – Award of
Tender**

Ms. Newell reported that in February of 2019, Council authorized Public Works staff to complete the design of a new sidewalk on Queen Street in Tatamagouche, on behalf of the Village of Tatamagouche. Drawings were completed and a tender was issued on both the Provincial and County websites with five responses being received. Ian Sinclair Contracting was the low bidder and their tender was deemed to be complete.

The February 2019 motion of Council was silent on execution of the construction contract and staff recommends that the County enter into a contract with Ian Sinclair with costs being recovered from the Village upon completion of the work.

Moved by Councillor Gregory
Seconded by Councillor Pash

“That Council Committee recommends to Council that the County enter into a contract with Ian Sinclair Contracting for the construction of the Queen Street Sidewalk in Tatamagouche, pending written confirmation from the Village of Tatamagouche that they will reimburse construction costs.”

Motion Carried Unanimously.

FCM Sustainability Conference

Councillor Taggart indicated that the timing of the FCM Sustainability Conference is poor this year due to the municipal elections in Nova Scotia. However, he advised that full refunds will be issued for any elected official registering for this conference who are not re-elected. He also indicated that this would be a good conference for municipal staff to attend. The CAO advised that the agenda for the conference would be reviewed to determine staff attendance.

COVID-19

Council members raised concerns regarding the COVID -19 world pandemic quickly approaching our borders and inquired as to how we are prepared for it. Concerns included dealing with public gatherings; preparedness and whether the Municipality has a contingency plan in place; what are essential services; how business will be conducted (i.e. meetings); and, whether there are protocols in place for travel for staff and Council.

The CAO and Director of Corporate Services reported that staff have been in discussions on this and have begun preliminary preparations. The County does of a Business Interruption Plan that was put in place during the H1N1 pandemic and is currently being reviewed and updated. Updates as issued by the Province continue to be received and monitored closely. The Emergency Management Coordinator is working closely with provincial liaisons, following the directives of NS Health Authority, and keeping staff abreast of any new information. IT staff are looking at various options for the continuation of core business functions including abilities for staff to work remotely.

INFORMATION ITEMS

Community Trail Funding Program

Four applications were received for the January 31, 2020 Community Trail Funding Program deadline. Amounts approved include \$6,830 (50% of the total project cost) for the Cobequid Eco-Trails Society for Rogart Mountain Trail tread maintenance; \$43,125 (50% of the total project) for the Cobequid Eco-Trails Society for the Rogart Mountain Trail replacement (capital) – approved amount is pending other funding commitments; \$5,062 (14% of total project cost) for the Tatamagouche Area Trails Association for Short Line Trail maintenance; and, \$15,000 (10% of total project cost) for the Fundy Trail Snowmobile Club for capital work to re-route trail 310 east of Hart Lake and to replace bridge on trail 303 near Trout Lake – this funding is pending other funding commitments and landowner approval.

The total amount approved for the Winter 2020 applications is \$70,017.00, pending approval of the 2020/21 budget.

FCM Webinar

Deputy Mayor Stewart advised that he recently participated in an FCM Webinar where Joanna Burris was one of the presenters for the Solar Colchester Project. She provided a wealth of information and during the question period, most of the questions were directed towards Joanna. She responded very well and did an excellent job.

COVID-19 – RECC

Mayor Blair indicated that at the recent RECC Board meeting, there was discussion on the COVID-19 pandemic and the impacts on the RECC. Having

a Joint Council meeting is being looked into to review and discuss this. The CAO suggested that a doodle poll will likely be forthcoming canvassing members of both Councils for potential dates.

Director's Report

A report from the Acting Director of Solid Waste was circulated in the package for tonight's meeting.

CLOSED SESSION

Moved by Councillor Gregory
Seconded by Councillor Gibbs

"That the meeting go into closed session at 7:30 pm."

Motion Carried Unanimously.

Moved by Councillor Gregory
Seconded by Councillor Gibbs

"That the meeting reconvene in open session at 9:07 pm."

Motion Carried Unanimously.

**Offer to Purchase Properties –
Dakota Road**

Moved by Mayor Blair
Seconded by Councillor Cooper

"That Council Committee recommends to Council that the sale of the properties located on Dakota Road, PID #'s 20467619 and 20467627, at the offered price of \$30,000, be approved; and,

That the CAO be authorized to execute the Purchase and Sale Agreement."

Motion Carried Unanimously.

Code of Conduct

Moved by Councillor Parker
Seconded by Mayor Blair

"That Council Committee recommends to Council that staff be directed to proceed with establishing processes for handling informal and formal complaints under the Code of Conduct, for Council review and consideration."

Motion Carried Unanimously.

ADJOURNMENT

Moved by Councillor Gregory
Seconded by Councillor Pash

"That the meeting adjourn at 9:09 pm."

Motion Carried Unanimously.

Tracey Veno
Recording Secretary