

**COUNCIL COMMITTEE**

The Regular Session of the Council Committee of the Municipality of the County of Colchester was conducted virtually, via Zoom Webinars and in-person on Thursday, August 11, 2022, beginning at 6:00 pm.

In peace and friendship, and in the spirit of truth and reconciliation, Deputy Mayor Stewart acknowledged that the Municipality of Colchester is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq.

**Roll Call**

The roll was called with the following Councillors in attendance:

Mayor Christine Blair	
Councillor Eric Boutilier	District 1
Councillor Laurie Sandeson	District 2
Deputy Mayor Geoff Stewart, Chair	District 3
Councillor Mike Cooper	District 4
Councillor Tim Johnson	District 5
Councillor Karen MacKenzie	District 6
Councillor Michael Gregory	District 7
Councillor Lisa Patton	District 8
Councillor Marie Benoit	District 9
Councillor Victoria Lomond	District 10 (virtually)

**Regrets**

Councillor Wade Parker	District 11
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**Staff Present**

Rob Simonds, Chief Administrative Officer (CAO)  
 Michelle Boudreau, Director of Public Works  
 Scott Fraser, Director of Corporate Services  
 Paul Smith, Director of Community Development  
 Phillip Redden, Director of Solid Waste  
 Dennis James, Municipal Solicitor  
 Tracey Veno, Recording Secretary  
 Devin Trefry, Research Policy & Community Engagement Officer  
 Jenn Mantin, Economic Development Officer  
 Craig Burgess, Recreation Manager  
 Joanna Burris, Sustainability Planner (for Item # 12)  
 Tim Smith, IT Manager

**Approval of Agenda**

Moved by Councillor Gregory and seconded by Councillor Sandeson

“That the agenda be approved as presented.” Carried unanimously.

**Approval of Minutes**

Moved by Councillor Johnson and seconded by Councillor Patton

“That the minutes of the meeting held on June 9, 2022, be approved as presented.” Carried unanimously.

**Business Arising from Minutes**

None

**ACTION ITEMS****Community Events Grant Request – Truro Colchester**

Craig Burgess, Recreation Manager, advised that a Community Events Grant application has been received from the Truro-Colchester Partnership for

**Partnership for Economic Prosperity/Welcome Network Official Launch**

Economic Prosperity (TCPEP) for the 2022 Truro-Colchester Welcome Network Official Launch on September 24<sup>th</sup>. The amount being requested is \$5,000 and the request meets the criteria under the Community Events Grant Policy. Event details and budget were included in the package for this evening's meeting.

Brief discussion was held on the location of the event as well as the amount requested being double what is being provided by the Town of Truro. Mr. Burgess indicated that the Town is also providing in-kind support and TCPEP is approaching the Town for additional funding.

Moved by Councillor Patton and seconded by Councillor Sandeson

"That Council Committee recommend to Council that funding be approved in the amount of \$5,000 to Truro-Colchester Partnership for Economic Prosperity for the 2022 Truro Colchester Welcome Network Official Launch." Carried unanimously.

**Silverwood Drive Paving – Award of Tender**

Michelle Boudreau, Director of Public Works, advised that this Silverwood Drive Paving project was originally tendered in March, however, prior to construction, a potential drainage issue was identified and the method to be used for the road reconstruction was no longer feasible. The project was re-tendered in July with four submissions received by the tender deadline. Basin Contracting Limited was the low bidder and their tender was deemed complete. The work would start around mid-September.

Moved by Councillor MacKenzie and seconded by Councillor Cooper

"That Council Committee recommends to Council that the tender for the paving of Silverwood Drive be awarded to Basin Contracting Limited for a total contract price of \$92,890 excluding HST; and,

That an internal contingency of \$5,000 be approved, to be spent only on authority of the Director of Public Works." Carried unanimously.

**Cost Sharing, Village of Bible Hill, Old Courthouse Branch Sidewalk**

Ms. Boudreau advised that in August 2021, by motion of Council, the addition of a sidewalk on Old Courthouse Branch from College Road to Regency Point Drive was added to the capital budget for 2024/25. Interest was expressed in approaching the Village of Bible Hill for cost sharing of this project. This item is to seek authority of Council to make a formal request of the Village of Bible Hill for cost sharing. Brief discussion was held on the estimated cost increase for the sidewalk.

Moved by Councillor Boutilier and seconded by Mayor Blair

"That Council Committee authorizes staff to approach the Village of Bible Hill for 50% cost sharing of the proposed new sidewalk on Old Courthouse Branch from College Road to Regency Point Drive." Carried unanimously.

**Ice Pond Drive Sidewalk Evaluation**

Paul Smith, Director of Community Development, indicated that this item provides Council with an update on the previous request of Councillor Johnson for a sidewalk along Ice Pond Drive in Salmon River. Included in the update was background information on the Active Transportation (AT) Strategy and project priorities; process for adding new projects and weighted

ranking criteria; annual financial and staff resource capacity; and results of staff's review/evaluation relative to Ice Pond Drive. As a result of staff's findings, the recommendation is to not proceed with the Ice Pond Drive sidewalk project at this time.

Councillor Johnson expressed concern regarding the results of staff's evaluation of Ice Pond Drive, the process by which projects are added to the capital budget, as well as why not all projects have to go through the evaluation process. The assessed value of properties on Ice Pond Drive was also noted.

Points of discussion included clarification on what projects did not go through the evaluation process; other projects recently added to the list; and whether there are benefits of doing the sidewalk at the same time the road is paved. Clarification was also provided on motions to refer an item to the capital budget, noting that it is referred for discussion, not automatic inclusion as a capital budget item.

Moved by Councillor Boutilier and seconded by Councillor Sandeson

"That Council Committee recommend to Council that the Ice Pond Drive sidewalk project not be added to the five-year Active Transportation Strategy Project list, excepting that Council may reconsider its decision should circumstances change in the area in future years." Motion *carried* (Councillor Johnson opposed).

#### **Council Proceedings and Committees Policy – Roberts Rules of Order**

In April of 2022, Council directed staff to investigate incorporating Robert's Rules of Order into the Council Proceedings and Committees Policy. Interest was also expressed in having a presentation on Robert's Rules of Order should Policy amendments be approved. Devin Trefry, Research Policy & Community Engagement Officer, advised that the Municipal Solicitor's office completed a comparison of the current Policy and Robert's Rules and although wording varies slightly, the two are very similar. Dennis James, Municipal Solicitor, confirmed the similarities between the two and indicated that the rules have been in place for a long time. At some point, a summation form of Robert's Rules was incorporated into the Policy in simpler language.

The comparison review, as attached to the Action Item, was presented to the Executive Committee, resulting in a few suggestions for amending the Council Proceedings and Committees Policy, as follows:

- Addition of a clause/statement relative to Robert's Rules of Order basically being a default reference;
- Modifications to amount of time Council members are permitted to speak on an item, under subsection 12c; and,
- Adding a clause dealing with the addition of repeat agenda items.

Unrelated to the review of the Policy and Robert's Rules of Order comparison, Mr. Trefry noted one additional amendment to the Policy under section 25 which would provide clarity around approval authority being granted to Council Committee.

Moved by Mayor Blair and seconded by Councillor Benoit

“That Council Committee recommend to Council that amendments to the Council Proceedings and Committees Policy be approved as presented, including the verbally mentioned change to section 25.” Carried unanimously.

Council’s interest in training on Robert’s Rules of Order and review of the Council Proceedings and Committees Policy was noted and staff will look into this.

#### **Council Virtual Meetings Policy**

Mr. Trefry advised that following approval of the Council Virtual Meetings Policy in June and subsequent discussions with the Municipal Solicitor, it was noted that the language around section 9 as written in the Policy created ambiguity. The proposed changes include amendments to tighten up the language to provide more clarity, as well as some minor housekeeping amendments.

Referring to an email recently received from NSFM, Councillor Boutilier raised the question on whether the Council Virtual Meetings Policy is aligned with what NSFM is doing. Staff advised that they are not familiar with the email being referenced and would need to look into this, however, it was noted that when drafting the Virtual Meetings Policy, it was based off the NSFM template.

Discussion was held on the number of times members are permitted to attend virtually; including allowances for members having to attend virtually due to work commitments; clarification on what defines personal reasons; virtual attendance while on vacation; and clarification on what committees the Policy pertains to.

Moved by Mayor Blair and seconded by Councillor Patton

“That Council Committee recommends to Council that the amendments to the Council Virtual Meetings Policy be approved as presented.” Carried unanimously.

#### **Temporary Borrowing Resolution**

Scott Fraser, Director of Corporate Services, advised that this Temporary Borrowing Resolution (TBR) was originally taken out for the RECC Construction in 2012. It is up for renewal with a balance of \$1,351,066.

Moved by Councillor Boutilier and seconded by Councillor Cooper

“That Council Committee recommends to Council that the Temporary Borrowing Resolution in the amount of \$1,351,066 be approved as presented; and,

That the Mayor and CAO be authorized to execute the necessary documentation.” Carried unanimously.

#### **Carbon Free Colchester Implementation Committee/Committee Terms of Reference**

Joanna Burris, Sustainability Planner, provided Council with information on the proposed Carbon Free Colchester Implementation Committee and Terms of Reference for this Committee.

Brief discussion was held on the term of appointments for the Committee members being consistent with that of existing Policy.

Moved by Councillor Sandeson and seconded by Councillor Patton

“That Council Committee recommends to Council that the Terms of Reference for the Carbon-Free Colchester Implementation Committee, be approved with amendments to the term of appointments to be consistent with existing policy; and,

That the Nominating Committee be asked to identify two Council members for the Committee.” Carried unanimously.

### **Re-occurring Dangerous & Unsightly Issues**

Mayor Blair brought forward the issue of re-occurring dangerous and unsightly properties noting that quite often the Committee has to deal with complaints regarding repeat offenders.

Moved by Mayor Blair and seconded by Councillor Johnson

“That staff, in consultation with the Municipal Solicitor, investigate the possibility of implementing supplementary penalties that would be tougher on repeat offenders for Dangerous and Unsightly properties.” Carried unanimously.

### **INFORMATION ITEMS**

#### **RCMP Deployment Presentation Update**

The CAO provided Council with a brief update relative to the pending presentation from the RCMP advising that the Commanding Officer for Northeast Nova has recently retired, and staff felt that it would not be amenable to have the presentation from the Acting Commanding Officer. Interviews are currently underway and once the position is filled, staff will work towards getting new dates for Council consideration.

#### **Director’s Report**

A report from the Director of Community Development was circulated in the package for tonight’s meeting.

### **CLOSED SESSION**

Moved by Councillor Gregory and seconded by Councillor Benoit

“That the meeting go into closed session at 7:46 pm.” Carried unanimously.

Moved by Councillor Gregory and seconded by Councillor Benoit

“That the meeting reconvene in open session at 8:39 pm.” Carried unanimously.

### **ADJOURNMENT**

Moved by Councillor Benoit and seconded by Councillor Gregory

“That the meeting adjourn at 8:39 pm.” Carried unanimously.

Tracey Veno  
Recording Secretary