

MUNICIPAL COUNCIL

The Regular Session of the Municipal Council of the Municipality of the County of Colchester was held in the Courthouse, Truro, Nova Scotia, on Thursday, October 26, 2017.

Roll Call

The roll was called with the following Councillors in attendance:

Mayor Christine Blair, Chair	
Councillor Eric Boutilier	District 1
Deputy Mayor Bill Masters	District 2
Councillor Geoff Stewart	District 3
Councillor Mike Cooper	District 4
Councillor Lloyd Gibbs	District 5
Councillor Karen MacKenzie	District 6
Councillor Michael Gregory	District 7
Councillor Ron Cavanaugh	District 8
Vacant	District 9
Councillor Tom Taggart	District 10
Councillor Wade Parker	District 11

Staff Present

Rob Simonds, Chief Administrative Officer
 Michelle Newell, Director of Public Works
 Wayne Wamboldt, Director of Solid Waste
 Mark Austin, Acting Economic Development Officer
 Tracey Venno, Recording Secretary
 Paul Smith, Senior Planner/Project Manager
 Heather Maddigan, Finance Manager

Swearing in of New Councillor

Mr. Rob Simonds, CAO, advised that in order to be in compliance with the Municipal Elections Act, Councillor-Elect Pash cannot be sworn in until after the final date to apply for a recount; the final date being October 31st. Options are to hold a Special Council meeting either prior to the Presentation meeting on November 6th or the regular Council Committee meeting on November 16th.

Moved by Councillor Taggart
 Seconded by Councillor Boutilier

“That Council approves the date of November 6, 2017, at 5:45 pm for a Special Council meeting for the purposes of swearing in Councillor-Elect Pash.”

Motion Carried Unanimously.

Election of Alternate Chair

Mayor Blair called for nominations for the position of Alternate Council Committee Chair.

Councillor Gregory moved and Councillor Gibbs seconded the nomination of Councillor Cooper. Councillor Cooper accepted the nomination.

Mayor Blair called three times for further nominations and, on hearing none, the nominations ceased.

With no further nominations for the position, Councillor Cooper was declared Alternate Council Committee Chair for a one-year term.

Approval of Agenda

Moved by Deputy Mayor Masters
Seconded by Councillor Cooper

“That the agenda for October 26, 2017 be approved with the following amendments:

- Remove Item #11, Public Washroom Facility – Fundy Gateway Project;
- Add Item #14a, FCM Sustainable Communities Conference;
- Add Item #14b, Colchester Historem;
- Add Item #17a, Royalties on Water;
- Add Item #17b, Divert NS;
- Add Item #17c, FCM;
- Add three Legal Matters, one Negotiation and one Personnel Matter in Closed Session.”

Motion Carried Unanimously.

Approval of Minutes

Moved by Councillor Stewart
Seconded by Councillor Gregory

“That the minutes of the meeting held on September 25, 2017, be approved as presented.”

Motion Carried Unanimously.

Business Arising from Minutes

Referring to the surplus school property, East Court Road School, on page 48, Councillor Parker requested an update. The CAO advised that the RFP is still open, scheduled to close on November 6th.

Standing Committee Reports and Recommendations

Council Committee Report from Meeting Held on October 12, 2017

Deputy Mayor Masters, Chair, presented the report from the Council Committee meeting held on October 12, 2017:

Livestock Control By-law Impoundment Fees Policy

Moved by Deputy Mayor Masters
Seconded by Councillor Gibbs

“That Council approves the proposed Livestock Control By-law Impoundment Fees Policy as presented.”

Motion Carried Unanimously.

Cliffs of Fundy Aspiring Geopark Funding Request

Moved by Deputy Mayor Masters
Seconded by Councillor Taggart

“That Council approves funding in the amount of \$10,500 (\$3,500/year for three years) to the Cliffs of Fundy Aspiring Geopark with source of funds being an unbudgeted expense in 2017/18 and Grants to Non-Profits in both 2018/19 and 2019/20.”

Motion Carried Unanimously.

Proposed Blue Route Designation for Cobequid Trail

Moved by Deputy Mayor Masters
Seconded by Councillor Cavanaugh

“That Council approves the designation and signing of the Cobequid Trail (rail trail section) within the Municipality of Colchester as part of the Nova Scotia Blue Route cycling network and authorizes the CAO and Mayor to complete the terms of the attached agreement with Bicycle Nova Scotia.”

Motion Carried Unanimously.

Carter Road Sidewalk

Moved by Deputy Mayor Masters
Seconded by Councillor Gregory

“That Council approves that the construction for this project be delayed until the Spring of 2018; and,

That additional costs in the amount of \$26,623 for the relocations of power poles for the project be approved.”

Motion Carried Unanimously.

Council Cell Phone & Internet Costs Reimbursement Policy

Moved by Deputy Mayor Masters
Seconded by Councillor Boutilier

“That Council approves the Council Cell Phone & Internet Costs Reimbursement Policy as presented.”

Motion Carried Unanimously.

Gift Receiving Policy

Moved by Deputy Mayor Masters
Seconded by Councillor Stewart

“That Council approves the Gift Receiving Policy as presented.”

Motion Carried Unanimously.

ACTION ITEMS**Brand and Media
Development – Fundy
Gateway Project**

Mr. Paul Smith, Senior Planner/Project Manager provided a detailed presentation on the Fundy Brand Development which involved the creation of a new brand or logo for the project that is supported by media elements such as signage, website framework and social media application. A copy of the presentation was distributed on table for this evenings meeting.

The Fundy Discovery Site is the brand and logo being proposed for the Palliser redevelopment project. With the process for the draft branding and logo being completed, Council's approval is required before the media package can be developed.

Discussion was held with concern being raised on not being able to copyright Fundy Discovery Site. Mr. Smith advised that there are elements that cannot be trademarked. He also noted the importance of keeping the word Fundy in the brand as it is a critical part of the logo and is recognizable around the world.

Moved by Councillor Stewart
Seconded by Councillor Parker

"That Council approves the proposed "Fundy Discovery Site" brand and logo for the Palliser redevelopment project and discontinue references to the former Fundy Gateway project description. Council's acceptance of the new brand will be contingent on the Town of Truro's approval of same."

Motion Carried.
(Councillor Cooper opposed)

**Natural Playground Project –
Fundy Gateway Project**

Mr. Smith provided an overview of this item indicating that a Request for Proposals was issued on September 1, 2017 for the purposes of selecting a Design/Build team for the development and construction of the natural playground. Five responses were received by the September 27th deadline.

Moved by Deputy Mayor Masters
Seconded by Councillor Taggart

"That Council approves the award of the Request for Proposals for the Natural Playground at the Fundy Gateway site to the Design/Build Team of Upland Planning & Design and Cobequid Consulting, at a cost of \$86,170, excluding HST."

Motion Carried Unanimously.

A question was raised regarding the lowest bid, Hornbeam Contracting, not being selected. Mr. Smith advised that they were not selected due to the quality of the proposal. A meeting was held with Hornbeam Contracting and a debriefing was provided.

Water Line Extension (Lower Truro) – Authority for November Committee to Award

Mr. Smith advised that a call for tenders for the installation of the water service extension for the Fundy Gateway Project was issued. The tenders close on November 2, 2017. In order to avoid delay in starting the work, staff is seeking Council to grant authority to CAO to award the tender if within the \$125,000 approved budget. In the event that the tender is over budget, staff is seeking Council's authority for November Council Committee to award the tender.

Moved by Councillor Boutilier
Seconded by Deputy Mayor Masters

"That Council authorizes the CAO to award the tender for the water line extension in Lower Truro if the tender results are not more than 10% of the project budget of \$125,000 (inclusive of rebated HST); and,

In the event that the tender price is higher than \$137,500 (inclusive of rebated HST), Council authorizes Council Committee at its meeting on November 16, 2017, to consider and approve the award of this tender."

Motion Carried Unanimously.

Realignment – Capital Budget Process

Mr. Simonds advised that historically, the Capital Budget has been presented in August. Staff feel there would be benefits if the capital budget were aligned with the timing of the operating budget.

Moved by Councillor Gibbs
Seconded by Councillor Boutilier

"That Council approve changing the schedule for the annual Capital Budget process from August to February beginning February 2018 and on an ongoing basis; and,

That staff be directed to communicate the scheduling changes to any external Agencies, Boards or Commissions which could be impacted by the scheduling change."

Motion Carried Unanimously.

Snow Plowing – Levels of Service

Ms. Newell, Director of Public Works, provided a detailed presentation on Snow Plowing Levels of Service which included benefits of documented level of service; current resources and practices; service areas; jurisdictional review; existing challenges; and, options for Council consideration.

Ms. Newell noted that most snowplowing complaints received are concerning the plowing of sidewalks and Council echoed similar concerns. Some of the challenges the Municipality is faced with are NS Transportation and Infrastructure Renewal schedules, private plow operators, and travel time due to geographical span, all of which the Municipality has no control over.

Discussion was held on equipment, staff resources, deployment times, the possibility of outsourcing, school zones and prioritizing. Additionally,

the importance of developing a level of service document was discussed noting that it would provide clarity around expectations, both for staff and residents. The general consensus of Council was sidewalks being priority.

Moved by Deputy Mayor Masters
Seconded by Councillor Boutilier

“That staff investigate options with priority being given to sidewalks in school zones and report back to Council at the November Council Committee meeting.”

Motion Carried Unanimously.

Remembrance Day Services

Councillor Taggart advised that he would be attending the Remembrance Day Service in Great Village at 11:00 am and Londonderry at 2:00 pm. He is seeking assistance from members of Council to attend the 11:00 am Bass River service and the 2:00 pm service in Five Islands.

Mayor Blair indicated that she is available to attend the service in Five Islands. Councillor Cavanaugh advised that he would attend the Bass River service.

FCM Sustainability Conference

Councillor Gregory brought this item forward indicating that he would be interested in attending the FCM Sustainability Conference in February 2018.

Moved by Councillor Cavanaugh
Seconded by Deputy Mayor Masters

“That Council approves that Mayor Blair and Councillor Gregory attend the 2018 FCM Sustainability Conference.”

Motion Carried Unanimously.

It was noted that the Director of Community Development has expressed interested in attending this Conference as well, however, approval for this would be granted by the CAO.

Colchester Historeum

Council previously approved donating the kilt made from the new Colchester Nova Scotia Tartan to the Colchester Historeum. The Historeum requires documentation signed by the Mayor confirming the kilt is being donated.

Moved by Deputy Mayor Masters
Seconded by Councillor Gregory

“That the Mayor be authorized to sign the document donating the kilt to the Colchester Historeum.”

Motion Carried Unanimously.

Correspondence - ACTION

**Janet Maybee, Colchester
Historeum**

Correspondence from Janet Maybee requesting that the Municipality purchase "Colchester to the Rescue" booklets.

Moved by Councillor Taggart
Seconded by Councillor Cooper

"That the Municipality purchase 200 of the Colchester to the Rescue booklets at a cost of \$5.00 each."

Motion Carried Unanimously.

**Kenneth Henderson,
Colchester Historical Society**

An email from Kenneth Henderson, Colchester Historical Society, requesting that November 28, 2017 be proclaimed Giving Tuesday.

Moved by Councillor Taggart
Seconded by Councillor Gregory

"That November 28, 2017 be proclaimed Giving Tuesday."

Motion Carried Unanimously.

**Correspondence -
INFORMATION****Building Inspector**

A copy of the Building Permit Statistics received from the Building Inspector for the month of September 2017. Council agreed to receive the reports for information purposes.

Development Officer

A copy of the Development Activity Report received from the Development Officer for the month of September 2017. Council agreed to receive the report for information purposes.

Strategic Priorities

A copy of the Strategic Priorities Report from January and October 2017. The CAO advised that as part of the Strategic Priorities Process, it was recommended that this Report be presented to Council on a monthly basis. Council agreed to receive the report for information purposes.

**Johanna Matthews,
Colchester Christian
Academy Association Board
Member**

A letter addressed to the Mayor and Council from Johanna Matthews concerning Colchester Christian Academy's interest in acquiring the East Court Road School. Council agreed to receive the letter for information purposes.

**Chuck McKenna, Resource
Management Manager, Nova
Scotia Environment**

A letter to the CAO from Chuck McKenna, Resource Manager, Nova Scotia Environment, regarding a provincial open data portal. Council agreed to receive the letter for information purposes.

INFORMATION ITEMS**Vital Signs Report Update**

Mr. Mark Austin, Interim Economic Development Officer, provided an update on the status of the Colchester Communities Vital Signs Report project. A draft copy was circulated on table for this evening's meeting.

Mr. Austin advised that a publication launch event is scheduled for November 16th. Details on this launch will be forwarded to Council and copies of the final report will be made available at that time.

Recreation Updates

This Information Item provided an update on various initiatives being coordinated by the Recreation Department including the Old Barns Parking Area, and the Truro Heights Playground.

Referring to the planning of a public meeting on the Truro Heights Playground, Deputy Mayor Masters advised that he would like to attend this public meeting but would be unavailable from November 6th to 10th.

Divert Nova Scotia

Mr. Wayne Wamboldt, Director of Solid Waste, advised that this item relates to a recent decision by Divert Nova Scotia to handle all deposit glass internally and they will not be renewing the contract for this process with the Materials Recovery Facility (MRF), effective October 31, 2017. This represents a net loss to the MRF of approximately \$60,000.

Royalties on Water

Responding to a request for an update on Royalties on Water by Councillor Gibbs, Mr. Austin indicated that one of the key findings during research was that some properties were not being taxed properly at the commercial rate. As a result, Property Valuation Services Corporation (PVSC) were directed to do a valuation assessment. To date, there has been no change. Staff will follow-up on this with PVSC and report back to Council.

Ms. Heather Maddigan, Finance Manager, advised that a preliminary roll will be released in December. Concern was once again expressed about the need to have checks in place to verify on the tax roll that all property changes and additions have been captured. Ms. Maddigan indicated that there is a plan to have this checked.

Mr. Austin noted that initial contact was only made with representatives from Sobeys in Debert. It was suggested that Mr. Austin and Mayor Blair set up a meeting to speak with officials at the main headquarters in Stellarton.

FCM Reporting

Councillor Taggart expressed concern regarding comments on the lack of Council receiving FCM Reports. Showing a copy of the most recent FCM Board Report, Councillor Taggart indicated that these reports would be distributed to Council via email or mailboxes on a go forward basis.

Reports from Councillors Appointed to Outside Boards and Agencies

Copies of reports from the Mayor and Councillors were circulated in the package or placed on table for this evenings meeting.

CLOSED SESSION

Moved by Councillor Gregory
Seconded by Councillor Cavanaugh

“That the meeting go into closed session at 10:20 pm.”

Motion Carried Unanimously.

Moved by Councillor Gregory
Seconded by Councillor Cavanaugh

“That the meeting reconvene in open session at 11:30 pm.”

Motion Carried Unanimously.

**Letter of Intent – Fourth
State Energy Feasibility
Study**

Moved by Deputy Mayor Masters
Seconded by Councillor Cavanaugh

“That Council participate in the proposed Feasibility Study; and,

That the Mayor be authorized to sign the agreement on Council’s behalf.”

Motion Carried Unanimously.

Elizabeth Bishop House

Moved by Deputy Mayor Masters
Seconded by Councillor Parker

“That the request for the Municipality to take ownership of the Elizabeth Bishop House be denied; and,

That information be provided on the various grant programs available through the Municipality should either the Saint James Preservation Society or the Elizabeth Bishop Society take ownership of the property.”

Motion Carried Unanimously.

**Truro Heights/Millbrook
Windfarm**

Moved by Councillor Stewart
Seconded by Deputy Mayor Masters

“That the matter relating to the Truro Heights/Millbrook Windfarm be referred to the Municipal Solicitor.”

Motion Carried Unanimously.

CAO Review

The Executive and Audit Committee provided Council with the results of the CAO review. Council unanimously agreed to the recommendations of the Executive and Audit Committee, retroactive to April 13, 2017.

ADJOURNMENT

Moved by Councillor Cavanaugh
Seconded by Councillor Gregory

“That the meeting adjourn at 11:35 pm.”

Motion Carried Unanimously.

Tracey Veno
Recording Secretary