

**Committee of the Whole
Approved Minutes
June 1, 2017 at 4:00 p.m.**

1. PRESENT: Deputy Mayor Pat Power, Councillor Owen Elliot (left meeting at 6 pm) Councillor John Kinsella, Councillor Holly Sanford, CAO¹ Gregory Barr, Director of Finance Melany Robinson and Recording Secretary Sandi Millett-Campbell.

REGRETS: Mayor William MacDonald

2. CALL TO ORDER: Deputy Mayor Power called the meeting to order at 4:00 pm.

3. ADDITIONS TO AGENDA:

Under New Business 11, vii) RFD – Write-Off Mortgage Fees
Under New Business 11, viii) RFD – Waterfront Development Project
Under Correspondence 12, iii) Suggestion
Under Correspondence 12, iv) Suggestion
Under New Business 11, ix) Farmers' Market Parking
Under New Business 11 x) Lower St George Street Parking
Under In-Camera 13 ii) Personnel

4. APPROVAL OF AGENDA:

MOTION #C2017-JUN-01-01

It was moved by Councillor Kinsella, seconded by Councillor Elliot to approve the agenda as amended.
Motion carried.

5. APPROVAL OF COMMITTEE OF THE WHOLE MINUTES:

i. Committee of the Whole – May 4, 2017

MOTION #C2017-JUN-01-02

It was moved by Councillor Kinsella, seconded by Councillor Elliot to approve the May 4, 2017 minutes as presented. **Motion carried.**

6. PUBLIC INPUT: None

7. PRESENTATION:

• **Home Warming Program – Michael MacKay**

Michael MacKay from Clean Foundation, presented the Home Warming program for low income qualifiers. This program is free home energy assessment program, one of many that Clean Foundation is responsible for as a non-for-profit agency. The program tests the house and creates a list of deficiencies for the homeowner and the program, supplies a contractor to do the work and the program will pay for the material and labour of the upgrades. You shouldn't be spending more than 6-9% of your yearly income in heating your home.

¹ Chief Administrative Officer

The program is through the Province and Nova Scotia Power and has committed 10 years of funding and they are currently in the third year. Looking for help to spread the word and promotion of this free program.

8. ROUND TABLE:

Deputy Mayor Power: Thanked Councillor Elliot for hosting the retirement luncheon for the Police Chief and was pleased with a great turn out. CBC called Deputy Mayor Power and asked for a comment on The Woman's Place receiving a Provincial Grant to match seniors with younger people that need accommodations to work and help seniors stay in their homes and keep their independence.

9. BUSINESS ARISING:

i. Investment Committee – Council Representation

CAO Barr reviewed the policy and inquired about who would be willing to serve on the Committee from Council. DoF Robinson will be on the Committee and the policy requires one to three members of Councillor to sit on this new Committee.

MOTION #C2017-JUN-01-03

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to Council that Councillor Owen Elliott and Councillor John Kinsella would be considered for the Investment Committee. **Motion Carried.**

ii. Request for Decision – Water Testing Policy

CAO Barr outlined the current Water Testing policy and the fact that the current testing locations do not match the Water Testing Policy. CAO Barr recommends that Council should maintained Grand Lake (First Pond) as a documented backup source to consider in the event of an emergency in the revised policy. Staff will inquire with Public Works to include the dry hydrant on the causeway.

MOTION #C2017-JUN-01-04

It was moved by Councillor Elliot, seconded by Councillor Kinsella to recommend to Council that Council approve the updated water testing policy once further information is provided. **Motion Carried.**

iii. Friends of the Library Fundraising Request

Deputy Mayor Power updated the Committee on the fundraising for the book sales. The Friends of the Library are requesting addition dates of Sept 2, 2017 and October 7, 2017 at the Kings Theatre Plaza.

MOTION #C2017-JUN-01-05

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to Council that Council approve the Friends of the Library the use of King's Theatre plaza for the dates of September 2, 2017 and October 7, 2017 for the book sale and waive the vender application fee. **Motion Carried.**

iv. Ken Simpson Memorial Award

Deputy Mayor reviewed the application and asked if anyone had any submissions. No submissions at this point but Council agreed to include on the July Committee of Whole agenda.

10. NEW BUSINESS:

i. Request for Decision – DED Tree Removal Invoices

DoF² Robinson outlined the background information on the tree removal invoices and the amount of time over the years that staff have worked on this. DoF Robinson has recommended that Council accept the payment of \$1,000 offered by the homeowner and CAO Barr is recommending to counter offer in the amount of \$1750. Council discussed the two options.

MOTION #C2017-JUN-01-06

It was moved by Councillor Elliot, seconded by Councillor Sanford to recommend to Council that CAO Barr enter into negotiations with the homeowner on the invoices Elm Tree A-15 and Elm Tree A-21 with a counter offer of \$1750. **Motion Carried.**

ii. Request for Decision – Street Closure & Noise By-Law Exemption Request

CDC Millett-Campbell Outlined the two requests, one for the event on June 30, 2017 and one event for Natal Day weekend. The event on June 30th will require a noise by-law exemption until 11pm with the possibility of a road closure. The Natal Day weekend does not require a noise by-law exemption but the Natal Day Committee is looking for a road closure to have the street dance on the Friday night.

MOTION #C2017-JUN-01-07

It was moved by Councillor Kinsella, seconded by Councillor Elliot to recommend to Council that Council grant the Natal Day Committee permission to close St George Street from 5pm to midnight from Victoria Street to Drury Lane for a street dance on Friday August 4, 2017 and the public be informed of the by-law exemption in the July Town Crier. **Motion Carried.**

iii. MEAC Position Vacancy

CAO Barr updated Council that MEAC had one member resign last month. The Chair of MEAC voiced the concern that the addition of a new member would be hard to get up to speed as the Committee has been working together for over 18 months. CAO Barr recommends that Council not seek a new member as the current members are within the number of the policy. Council agreed not to appoint anyone to MEAC at this time.

iv. The Academy Sign

CAO Barr updated Council on The Academy contacting the Town to see if the Town would like to use the sign at the front lawn of The Academy as a community event sign, if not then they will have the sign removed. If Council would like to keep the sign then the owners are requesting the sign be repaired and maintained. Council agreed to keep that sign with minimal repairs for this summer and investigate a new sign for when the renovations are complete to the Town's portion of the Academy.

v. Solar Electricity Feasibility Report Proposal

CAO Barr was approached to do a feasibility study of Town owned properties. The cost of the program is \$3000. The CAO was notified earlier in the day that acceptance of applications has been postponed and the discussion was table until the program is up and running again.

² Director of Finance

vi. Request for Decision – August Meetings

MOTION #C2017-JUN-01-08

It was moved by Councillor Kinsella, seconded by Councillor Elliot to recommend to Council to suspend regular August Council and subcommittee meetings with the provision that a special meeting can be called in the event of a pressing matter. **Motion Carried.**

vii. Request for Decision – Write Off Mortgage Fee

DoF Robinson outlined the policy and that an error was found and the mortgage fee should not have been charged. The property is leased by TRA Foods Ltd Sobey's INC.

MOTION #C2017-JUN-01-09

It was moved by Councillor Kinsella, seconded by Councillor Elliot to recommend to Council that Council write off \$40.00 in mortgage fees for roll 02397919 as of March 31, 2017 (\$20 in 2015 and \$20 in 2016) as there was no mortgage on this property. **Motion Carried.**

viii. Request for Decision – Waterfront Development Project

CAO Barr reviewed the request for decision on the budget for the waterfront development Committee. CAO Barr outlined the variances from the actual amounts, tender submissions and the application budgeted submitted to ACOA.

MOTION #C2017-JUN-01-10

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to Council that Council approve a budget increase of \$51,000 for the waterfront development project, primarily as a result of unanticipated environmental remediation at the Petit Parc location, and that the funds be drawn from capital reserve. **Motion Carried.**

ix. Farmers' Market Parking

Councillor Sanford received a request from a vendor in relation to the Farmers' Market Board enforcing a parking issue, the cost of parking and fine if the vendor does not comply. The vendor is wondering if this is a legal request. The Town has an agreement with the Market Association only and Council requested Councillor Sanford to have the concern raised by the vendor to the Chair of the Farmers Market Association.

x. Lower St. George Street Parking

Councillor Sanford received a call regarding a truck being parked in front of the callers business every day. If there is a four hour parking sign in the area then the homeowner can call the police to have it enforced. Councillor Sanford will follow up with the resident.

11. CORRESPONDENCE:

i. Suggestion / Compliment – May 16, 2017

CAO Barr outlined the request for the addition of a high/low tide guide marker at the wharf. CAO Barr will direct staff to look into the possibility of installing a tide maker.

ii. VWRM – Management Minutes

For information only.

iii. Suggestion

Received for information only.

iv. Suggestion – Safety Strip on Beach Access

CAO Barr outlined the suggestion receive on painting a yellow strip on the step going to the beach access. Council agreed to put a safety strip line on the step on both sides so it will be noticeable going up and down the walkway.

MOTION #C2017-JUN-01-11

It was moved by Councillor Sanford, seconded by Councillor Kinsella to recommend to Council to install a safety strip on the step on the walkway to the staircase leading to the beach access stairs. **Motion Carried.**

MOTION #C2017-JUN-01-12

It was moved by Councillor Sanford, seconded by Councillor Kinsella to recommend to Council to move the meeting in-camera at 6:06 pm to discuss acquisition of municipal property and personnel issues. **Motion Carried.**

13. IN-CAMERA

- i. Acquisition of Municipal Property
- ii. Personnel

MOTION #C2017-JUN-01-13

It was moved by Councillor Sanford, seconded by Councillor Kinsella to move the meeting out of camera at 6:33 pm. **Motion Carried.**

MOTION #C2017-JUN-01-14

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to Council to proceed with the completion of a property appraisal on the purchase of land or a right of way for PID # 05003389 and PID # 05307483 up to a maximum cost of \$3,1320.00 + hst. **Motion Carried.**

14. ADJOURNMENT

Councillor Kinsella adjourned the meeting at 6:35 pm.