

Minutes of the Regular Meeting of Barrington Municipal Council held in the Council Chambers, in the Administrative Centre, in Barrington, N.S., on Monday, May 28, 2018. The meeting was called to order by the Warden at 7:00 p.m. with the following members present:

- Warden Lindsay (Eddie) Nickerson
- Deputy Warden Jody Crook
- Councillor Murray Atkinson
- Councillor George El-Jakl
- Councillor Shaun Hatfield
  
- Rob Frost, Chief Administrative Officer
- Lesa Rossetti, Deputy Clerk

#### ADDITIONS TO THE AGENDA

It was agreed that the following items be added to the agenda:

- By-law Re: Horse Pastures/Fields/Pens
- Truck Tender

During this time Councillor Hatfield informed members that he would be declaring conflict of interest when dealing with appointments to Bay Side Home Board of Directors.

#### APPROVAL OF AGENDA

Being duly moved and seconded that the agenda be approved as amended.

Motion carried unanimously.

#### APPROVAL OF MINUTES

Being duly moved and seconded that the minutes of the Regular Council Meeting held April 23, 2018 be approved as circulated.

Motion carried unanimously.

#### PRESENTATION RE: YARMOUTH INTERNATIONAL AIRPORT CORPORATION

Alain Muise, Interim Manager and Ron Smith, Board Member of the Yarmouth International Airport Corporation, appeared before the meeting. It was reported to members that the airport is currently owned by three municipal units, the Municipality of Yarmouth, Town of Yarmouth and Municipality of Argyle. The airport is host to charter, commercial and recreation flights and is also used by the Coast Guard, Medivac and Life flight. Neither the provincial or the federal government subsidize operations at the airport, and therefore, the corporation is reaching out to municipal units in the Tri-county for support. The corporation is requesting \$35,000.00 from the other municipal units, with the Municipality of Barrington's share being identified as \$10,088.00.

After much discussion it was agreed that this matter be referred to the Committee of the Whole Council for further discussion.

Mr. Muise and Mr. Smith were both thanked for appearing before Council and providing additional information on their request.

#### PRESENTATION – 2017-2018 YEAR IN REVIEW

The CAO provided a powerpoint presentation with an overview of municipal activities for 2017-2018. His presentation included the 2017-2018 budget, major projects, departmental updates, and concluded with the 2018-2019 budget details. The main focus in 2018-2019 will be to continue work on asset management, development of beach strategy, recreation building process, continue development of policies/by-laws and property review, business park development, hotel attraction and service discussion.

#### COMMITTEE REPORTS

##### Report of Warden

The Warden gave a brief report on his activities since the last meeting of Council.

##### Report of Councillors

Each council member provided a brief report on their activities since the last meeting of Council.

##### Report from Outside Committees

Councillor Hatfield informed members that there was a meeting of the Western Counties Regional Library Board on December 7, 2017 and a copy of the minutes are attached to the agenda on the municipal website for review.

##### Committee Recommendations

##### Sale of Surplus Municipal Properties

##### Resolution C180501

Being duly moved and seconded that Council consolidate Lots 5 and 7, (AAN 03394808 and AAN 06270808) in Brass Hill Subdivision, migrate and list for sale.

Motion carried unanimously.

##### Retirement of Master Corporal Steven Neville

##### Resolution C180502

Being duly moved and seconded that Council write a letter of recognition to Master Corporal Steven Neville for his many years of service and retirement from Canadian Armed Forces.

Motion carried unanimously.

Review of Municipal Grant Requests

Resolution C180503

Being duly moved and seconded that Council approve the grant requests as follows:

<b>SUMMARY – MUNICIPAL GRANTS 2018/2019</b>				
<b>ORGANIZATION</b>	<b>Amount Approved 2017/2018</b>	<b>Amount Requested 2018/2019</b>	<b>Amount Approved 2018/2019</b>	<b>Registry of Joint Stock Companies</b>
Shelburne County Special Olympics	<b>1,000.00</b>	<b>1,000.00</b>	<b>1000</b>	<b>No</b>
Yarmouth Hospital Ladies Auxiliary	<b>500.00</b>	<b>2,000.00</b>	<b>500</b>	<b>No</b>
Forbes Point Cemetery	<b>500.00</b>	<b>500.00</b>	<b>500</b>	<b>Yes</b>
Woodside Cemetery Company	--	<b>500.00</b>	<b>500</b>	<b>Yes</b>
Southwest Nova Biosphere Reserve Assoc.	--	<b>1,000.00</b>	<b>0</b>	<b>Yes</b>
Camp Jordan Association	--	<b>500.00</b>	<b>500</b>	<b>Yes</b>
Western Counties Regional Library – Adopt-a-Book Campaign	<b>400.00</b>	<b>400.00</b>	<b>400.00 paid Jan. 24/18</b>	<b>Yes</b>
Little Red School House Project	<b>500.00</b>	<b>500.00</b>	<b>500</b>	<b>No</b>
Evergreen Cemetery Project	<b>500.00</b>	<b>500.00</b>	<b>500</b>	<b>No</b>
Shelburne County Archives & Genealogical Society	<b>500.00</b>	<b>500.00</b>	<b>500</b>	<b>Yes</b>
Tri-County Pregnancy Care Centre	<b>1,000.00</b>	<b>2,000.00</b>	<b>1000</b>	<b>Yes</b>
Wayne Perry Memorial Park	--	<b>5,000.00</b>	<b>500</b>	<b>Yes</b>
Greenwood Cemetery	--	<b>500.00</b>	<b>500</b>	<b>No</b>
Wesley Heritage Community Seniors Association	<b>500.00</b>	<b>500.00</b>	<b>500</b>	<b>Yes</b>
RCSCC 327 Unicorn	--	<b>1,000.00</b>	<b>1000</b>	<b>No</b>
Kids' Fair Play FUNd	<b>1,000.00</b>	<b>1,000.00</b>	<b>1000</b>	<b>No</b>
Shag Harbour Incident Society – Laurie Wickens re brochures for Festival	<b>500.00</b>	<b>500.00</b>	<b>0</b>	<b>Yes</b>
Shelburne County Lobster Festival	<b>1,000.00</b>	<b>500.00</b>	<b>500</b>	<b>No</b>
Shag Harbour Incident Society – James Stewart – bring in speakers for Festival		<b>4,000.00</b>	<b>4000</b>	<b>Yes</b>
Stoney Island Community Club	<b>500.00</b>	<b>700.00</b>	<b>500</b>	<b>No</b>
Atlantic Cemetery Club	<b>500.00</b>	<b>1,725.00</b>	<b>500</b>	<b>Yes</b>
Mount Pleasant Cemetery	<b>500.00</b>	<b>500.00</b>	<b>500</b>	<b>No</b>
South-West Nova Transition House Association (Juniper House)	<b>1,000.00 plus office space</b>	<b>2,000.00 and/or office space</b>	<b>1500</b>	<b>Yes</b>
Woods Harbour Days Committee	<b>750.00</b>	<b>500.00</b>	<b>500</b>	<b>No</b>
Cape Sable Historical Society	--	<b>500.00</b>	<b>500</b>	<b>Yes</b>
Samuel Wood Historical Society	<b>1,000.00</b>	<b>1,000.00</b>	<b>500</b>	<b>Yes</b>
Woods Harbour Ball Field Society	--	<b>500.00</b>	<b>500</b>	<b>Yes</b>
Goodwill Club of Barrington	<b>700.00</b>	<b>500.00</b>	<b>500</b>	<b>No</b>

Motion carried unanimously.

Recreation Building Plan of Action

Resolution C180504

Being duly moved and seconded that Council accept and proceed with the timeline as presented and indicated below:

Timeline and Plan for Recreation Building

- May 30, 2018 – Develop and release an RFP for the design of a new recreation building
- Early June 2018 – Hold a public consultation session hosted by staff to discuss what they would like to see included in Recreation Building
- End of June 2018 – Award the RFP to design firm
- July – September 2018 – Design firm to meet with Council and Staff to gather information of initial designs
- September – October 2018 – Design firm to present concept design to Council and citizens
- November 2018– Council approve final design
- December 2018– January 2019 – RFP for construction
- March 2019 – Contract awarded to successful construction firm
- April – May 2019– Break ground on new building

Barrington Passage Curbing and Sidewalk Tender

Resolution C180505

Being duly moved and seconded that Council accept the tender for the construction of the Causeway Connector Sidewalk submitted by Garian Construction Limited at a price of \$135,509.00, plus HST.

Motion carried unanimously.

Bay Side Home Board of Directors

Conflict of Interest

Councillor Shaun Hatfield declared conflict of interest, vacated his seat and left the meeting room.

Councillor Hatfield is related to the Administrator of Bay Side Home.

Resolution C180506

Being duly moved and seconded that Council recommend Carla Nickerson be appointed to Bay Side Home Board of Directors effective immediately.

Motion carried unanimously.

Resolution C180507

Being duly moved and seconded that Council recommend Carl Dixon be appointment to the Bay Side Home Board of Directors effective July 1, 2018.

Motion carried unanimously.

Resolution C180508

Being duly moved and seconded that Council recommend Sandra Jelenich be appointed to the Bay Side Home Board of Directors effective July 1, 2018.

Motion carried unanimously.

Councillor Shaun Hatfield returned to his seat.

CONSIDERATION OF AMENDMENTS TO PERSONNEL POLICIES

Notice of Consideration of Amendments to Personnel Policies was given at the last meeting of Council. Tonight Council is considering proposed amendments to Personnel Policies dealing with annual bonuses, computer purchases, employee definition, hiring and probation, holidays, no discrimination, overtime, performance evaluation, personal protective equipment, service awards, sick leave, term of policy, vacations and occupational health and safety.

Resolution C180509

Being duly moved and seconded that amendments to the above noted personnel policies be approved as presented.

Motion carried unanimously.

CONSIDERATION OF AMENDMENTS TO POLICY 54 “FIRE RESPONSE AND EMERGENCY SERVICES”

At the last meeting of Council notice was given that Council will consider amendments to Policy 54 this evening. Proposed amendments relate to qualifications, training, personal protective equipment, etc.

Resolution C180510

Being duly moved and seconded that proposed amendments to Policy 54 “Fire Response and Emergency Services Policy” be approved as presented.

Motion carried unanimously.

NOTICE OF CONSIDERATION – ADOPTION OF NEW PROCLAMATIONS POLICY

Notice is given this evening that Council will consider the adoption of a Proclamations Policy at the next meeting of Council.

NEW BUSINESS OR OTHER BUSINESS

Destruction of Documents

Resolution C180511

Being duly moved and seconded that:

**WHEREAS** the documents and records of the Municipality of the District of Barrington as set out in the Affidavit of Robert Frost, the Chief Administrative Officer, sworn to the 28<sup>th</sup> day of May, A.D., 2018, are no longer required;

**AND WHEREAS** according to the said Affidavit the said documents and records have been personally examined by the said CAO and he has determined that there is nothing of value therein and that the said documents and records do not include any documents or records which are exempt from destruction pursuant to Section 3 of the Destruction of Documents By-law;

**BE IT THEREFORE RESOLVED** that the said documents and records as set out in the said Affidavit of the said CAO be forthwith removed and destroyed.

Motion carried unanimously.

REPORT ON COMMUNITY LITTER CLEAN-UP

The CAO reported that the Municipality held their 2nd Annual Community Litter Clean-up Day on May 5, 2018. All residents were encouraged to take part in the Community Litter Clean-up to help beautify our communities and to reduce the impact of litter on our environment. After the clean-up everyone was encouraged to come to Island View Park, in Barrington Passage, for a free B-B-Q and prize draws.

In an attempt to enhance our event some businesses and organizations were asked to set up booths to inform the public of their role and involvement in waste management. This year Region 6 and the Enviro Depot were on site, but unfortunately due to the high winds it was very difficult to set up tables and provide information to the public.

This year we had 81 participants registered for the clean-up.

Property Services travelled throughout the communities and picked up waste deposited at identified collection sites.

- Woods Harbour area, 34 bags of garbage, loose debris consisting of buckets, metal and car parts
- Ground Search & Rescue, Barrington Passage, 57 bags, large amounts of loose debris consisting of signs, wood, metal, car parts, tires and siding
- Port LaTour area, 53 bags collected, loose debris consisting of wood, signs, pieces of appliances, metals and tires
- Cape Sable Island, 53 bags of waste collected, loose debris consisted of mostly wood

District 2 was awarded a free pool party at the Barrington Municipal Pool and a free skating party at the Sandy Wickens Memorial Arena for collecting the most waste during the Clean-up.

The local Tim Horton's provided free coffee and timbits. The Head Office of Tim Horton's provided \$1,500.00 towards the clean-up. The Department of Transportation provided two cases of garbage bags and safety vests.

ADDITIONS TO THE AGENDA

By-Law Re: Horse Pasture/Fence/Pens

Deputy Warden Crook suggested that this matter be added to a future meeting of the Committee of the Whole Council for discussion.

Truck Tender

The Chief Administrative Officer advised that 4 truck tenders were received. Based on the tenders received the CAO is recommending that Council accept the tender for the purchase of the 2018, ¾ ton, 4X4 truck from Smith & Watt Ltd. The Smith & Watt tender came in at \$153.00 more, but considering that Smith & Watt is one of our own commercial businesses who provide us with great local service, it is in the best interest of the Municipality to accept their tender.

Resolution C180512

Being duly moved and seconded that the tender received from Smith & Watt Ltd. for the purchase of a 2018, ¾ ton, 4X4 truck, at a price of \$34,995.00 be accepted as recommended by staff.

Motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

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Warden

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Chief Administrative Officer

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Secretary for the Meeting

**On website May 30, 2018.**