

COMMITTEE OF THE WHOLE COUNCIL MEETING

January 13, 2020

The meeting was called to order by the Chair at 7:00 p.m., in the Conference Room, in the Administrative Centre, in Barrington, NS, with the following members present:

- Lindsay (Eddie) Nickerson, Chair
- Murray Atkinson
- Jody Crook
- George El-Jakl
- Shaun Hatfield

- Chris Frotten, CAO
- Lesa Rossetti, Municipal Clerk

ADDITIONS TO THE AGENDA

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

- In-Camera Session - Personnel Matter.
- Signage at the Sandy Wickens Memorial Arena.

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 minutes of the last meeting held December 2, 2019, be approved as circulated.

Motion carried unanimously.

RCMP REPORT

Acting Sgt. Dave Toope appeared before the meeting and provided an update of his department since his last report to committee. Topics of discussion included speeding, cell phone usage, littering and loitering. He informed members that the detachment is still down by one member.

Acting Sgt. Toope was thanked for his presentation.

SHELLEY AND DWAINÉ D'EON REQUEST - LAND AT SHEROSE ISLAND

Shelley and Dwainé d'Eon has requested to purchase a parcel of municipal property which abuts

their property on Sherose Island.

Previously the committee requested the CAO to obtain additional information on the property. The CAO has had an appraisal of the property carried out and has researched the possible burial plots, settlements or archaeological features found on the property to determine whether it would affect the development of that portion of the property. He reported that he did not find anything that would prevent development on the property in question.

Based on the appraisal carried out, market value has been determined to be \$14,000.00.

Much discussion took place regarding the sale of this property. One concern expressed related to the close proximity of the trail.

It was agreed that the CAO obtain clarification of property lines and the matter be brought back to a future meeting of the committee.

COMMERCIAL WASTE COLLECTION NOTICE

The CAO informed members that over the past few months discussions have taken place with our Municipal Waste Collector regarding past tendencies to not follow what is outlined in our by-law and collection agreement.

Staff is proposing that a letter be sent to all commercial, industrial and institutional establishments in the Municipality informing them of what our limits are as it relates to the number of bags and weigh of bags and advising them that in the near future we will be enforcing the rules.

Resolution COW200101

Being duly moved and seconded that it be recommended to Council that the proposed Commercial Waste Collection letter be amended to state that these are not new regulations and that the letter be sent to all commercial, industrial and institutional establishments in the Municipality.

Motion carried.

AFFIRMATION

Eddie Nickerson
Jody Crook
Murray Atkinson
Shaun Hatfield

NEGATIVE

George El-Jakl

BY-LAW NO. 25 “TAX EXEMPTION BY-LAW”

At the request of the Barrington Leisure Park Association it is being proposed that By-law No. 25 “Tax Exemption By-law” be amended to provide the Association with a tax exemption by adding them to Schedule “B” of the By-law. It is proposed that all three properties owned by the Association be added to Schedule “B”.

It is further proposed that Schedule “C” be amended to remove “Port Clyde Volunteer Fire Department” as they are no longer in operation.

It was agreed that proposed amendments to By-law No. 25 “Tax Exemption By-law” be referred to Council for First Reading.

APPLICATION FOR VENDING PERMIT - PUGGY’S KITCHEN

It was reported that a Vending Permit Application has been received from Laura Smith, Puggy’s Kitchen of Woods Harbour for permission to set up a Mobile Food Truck on municipal property located in the vicinity of the CSI Causeway.

Resolution COW200102

Being duly moved and seconded that it be recommended to Council that the Vending Permit Application received from Laura Smith of Puggy’s Kitchen, be approved, subject to all fees and documentation being received.

Motion carried unanimously.

During discussion of this matter it was suggested that By-law No. 34 “Commercial Activity on Municipal Property By-law” be amended to give authority to the CAO to approve applications submitted under this By-law.

It was agreed that proposed amendments to By-law No. 34 “Commercial Activity on Municipal Property By-law” be referred to Council for First Reading.

PROVINCIAL TREE HARVESTING PLANS

In advance to the meeting members were provided with a letter from Robert Bancroft, Wildlife Biologist and Donna Crossland, MScF, concerning Provincial harvesting plans for Shelburne County forests and in particular the forest in the Deception Lake area. They are suggesting that the Municipality request the Province to adopt more suitable practices for forests in our area.

During discussion of this matter it was noted that the Town of Shelburne has supported this request.

Resolution COW200103

Being duly moved and seconded that the CAO draft a letter and bring it back to the next meeting of the committee for consideration.

Motion carried unanimously.

JANITORIAL CONTRACT

It was reported that tenders were called for the provision of Janitorial Services for a 3 year period. As a result, the two following tenders were received:

Tenderers	Tendered Sums for First Year* (lowest first) + HST				
	Admin Ctr.	Library	Rec Ctr.	Arena	VIC
Enslow's Maintenance & Cleaning Services	\$20,780.00	\$7,969.50	\$11,413.75	\$10,171.75	\$2,909.50
Buff Zone Cleaning Services Inc.	\$47,541.00	\$19,527.00	\$23,473.80	\$37,970.70	\$6,009.90

*The costs increase by approximately 1.5% - 2.0% each year for the duration of the agreement.

It is recommended that the tender submitted by Enslow's Maintenance and Cleaning Services, without the cleaning of the Arena and VIC, be selected for the following reasons:

1. Upon evaluating the two tenders using the prescribed evaluation criteria, Enslow's Maintenance & Cleaning Services attained the most points.
2. The tendered cost of janitorial services for the Arena and VIC does not justify the procurement of this service.

Resolution COW200104

Being duly moved and seconded that it be recommended to Council that the tender received from Enslow's Maintenance and Cleaning Services for janitorial services, for a three year period, excluding the arena and VIC, be accepted, as recommended by staff.

Motion carried unanimously.

FUTURE VIC OPERATION

A drop in visitor numbers due to more people accessing destination information via their mobile phones and other devices has prompted staff to review future VIC operations. Based on the review, 4 recommendations have been brought forward. A copy of the Staff Report is attached and forms part of the minutes.

Resolution COW200105

Being duly moved and seconded that it be recommended to Council that the Municipality cease operations of the VIC located at 2517 Highway 3, Barrington and focus the Municipality's attention to serving its visitors through its social media platforms, ShowMe Map and mobile VIC, as recommended by staff.

Motion carried unanimously.

Resolution COW200106

Being duly moved and seconded that it be recommended to Council that the Municipality sell or lease long-term the VIC building located at 2517 Highway 3, Barrington, as recommended by staff.

Motion carried unanimously.

SIGNAGE AT THE SANDY WICKENS MEMORIAL ARENA

It was suggested that signage at the Arena should be installed more securely and that the resizing of signage could result in the sale of additional signage.

MEETING WITH MP

The CAO informed members that MP Bernadette Jordan is available to meet with members on Thursday February 13, 2020 at 11:00 a.m.

IN-CAMERA SESSION

At this time an In-Camera Session was held in accordance with Section 22(2)(a)(c) of the Municipal Government Act, to deal with the possible sale and use of municipal properties as well as personnel matters.

The regular Committee meeting was called back to order.

REPORT ON IN-CAMERA SESSION

It was reported that during the In-Camera Session discussion took place regarding the specifics of

the future sale or long-term leasing of the Visitor Information Centre located at 2517 Highway 3, Barrington and the CAO advised members of a recent personnel matter. Another personnel matter was also discussed in the presence of the Municipal Clerk in the absence of the CAO.

Resolution COW200107

Being duly moved and seconded that it be recommended to Council that after having received a satisfactory performance evaluation, the salary for the Chief Administrative Officer be increased to the 3rd level on the Salary Band effective April 1, 2020.

Motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at approximately 11:10 pm

Chair

Secretary for the Meeting

