

COMMITTEE OF THE WHOLE COUNCIL MEETING
January 17, 2023

The meeting was called to order by the Chair at 7:04 p.m., in the Conference Room, in the Administrative Centre, in Barrington, N.S., with the following members present:

- Lindsay (Eddie) Nickerson, Chair
 - George El-Jakl
 - Shaun Hatfield,
 - Andrea Mood-Nickerson
 - Jody Crook – Arrived at 8:15 p.m.
-
- Chris Frotten, CAO
 - Lesa Rossetti, Municipal Clerk

APPROVAL OF AGENDA

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

Motion carried unanimously.

APPROVAL OF MINUTES

Being duly moved and seconded that minutes of the last meeting held January 10, 2023 be approved as circulated.

Motion carried unanimously.

COMMUNITY NAVIGATOR PROGRAM FOR DOCTOR RECRUITMENT

Kerry Muise, President of the Yarmouth and Area Chamber of Commerce, appeared before the meeting to request future and continued funding of the Community Navigator Program for Doctor Recruitment. She provided information on medical contacts made, recruitment funnel and goals for 2022-2025. She informed members that as of today, they have been successful in attracting 20 physicians to the area. A copy of her presentation is attached and forms part of the minutes.

During discussion it was noted that Rebecca Rose is the Community Navigator for our area. There are currently 9 Community Navigators in Nova Scotia. Four years ago, there were only 3.

Ms. Muise requested members to consider providing funding in the amount of \$15,000.00 for each of the next three years.

Resolution COW230102

Being duly moved and seconded that the request for funding the Community Navigator Program for Doctor Recruitment in the amount of \$15,000.00 for each of the next three years – 2023, 2024 and 2025 be referred to budget deliberations.

Motion carried unanimously.

Ms. Muise was thanked for her presentation and left the meeting at 7:30 p.m.

FINANCIAL REPORTS

The Director of Finance, Leah d'Eon, appeared before the meeting and presented a Financial Report Summary covering the period April 1 to December 31, 2022, which was reviewed in detail. A copy of the summary is attached and forms part of the minutes.

The Director of Finance was thanked for her presentation and left the meeting at 8:01 p.m.

ROAD PRIORITY LIST

Councillor Mood-Nickerson requested that this matter be placed on the agenda for discussion.

The creation of a Road Priority List was discussed in detail.

After much discussion it was agreed that road concerns be reported directly to the Department of Public Works or placed on a committee agenda for consideration by members.

Deputy Warden Crook joined the meeting at 8:15 p.m.

BARRINGTON BAY TRAIL MAINTENANCE

Councillor Hatfield requested that this matter be placed on the agenda for discussion.

He informed members, that citizens have expressed concern regarding the current condition of the Barrington Bay Trail. The section of trail from "No Frills" to the "Starboard Inn" has a lot of potholes and is in need of maintenance.

Citizens are requesting Council to address the condition of this section of trail or to at least send a letter to the Woodland Multi-use Trail Association expressing the need for these repairs to be addressed.

During discussion of this matter it was noted that \$10,000.00 was provided to the Woodland Multi-use Trail Association in 2022/23 for maintenance and upkeep of this section of trail.

It was agreed that the CAO reach out to the Woodland Multi-use Trail Association to make them aware of concerns relating to the Barrington Bay Trail, as well as the Woods Harbour Trail.

MATTERS ARISING FROM PREVIOUS MEETINGS

Barrington Leisure Park Association - Tabled Motion

As requested, the Barrington Leisure Park Association provided an updated quote for the Natural Playground Project. The revised quote is \$253,034.00 as compared to the quote provided to members last week of \$198,867.00. The Association did not increase their grant request of \$50,000.00.

The motion that was tabled at the January 10, 2023 Committee of the Whole Council Meeting was brought forward.

Page 3, Committee of the Whole Council Meeting, January 17, 2023.

The motion reads as follows:

Being duly moved and seconded that it be recommended to Council that the Municipality provide a letter in support of the Barrington Leisure Park Association's RFD Grant Application, provide funding of a minimum of \$50,000.00 and request the Accessibility Advisory Committee to provide a site visit and review of the natural playground design to assist with the completion of Section 3.2 of the grant application.

Being duly moved and seconded that the above motion be amended by striking out "of a minimum" and adding after \$50,000.00 the words "as per their request".

Motion carried unanimously.

The amended motion now reads as follows:

Resolution COW230103

"... that it be recommended to Council that the Municipality provide a letter in support of the Barrington Leisure Park Association's RFD Grant Application, provide funding of \$50,000.00, as per their request, and request the Accessibility Advisory Committee to provide a site visit and review of the natural playground design to assist with the completion of Section 3.2 of the grant application."

Motion carried unanimously.

CURBSIDE WASTE COLLECTION RFP

In advance of the meeting, a draft Curbside Waste Collection RFP was circulated to members for information purposes only. The CAO provided details on the scope of work outlined in the document. The RFP will be issued on January 27, 2023 and submissions will be received up to February 23, 2023, at 2:00 p.m.

RECREATION CENTRE MAINTENANCE AND PROPERTY SERVICES BUILDING BUDGETS

A Staff Report was provided to members in advance of the meeting which provided details on the Recreation Centre Maintenance and the Property Services Building Budgets. Both budgets will exceed their allocated amounts due to unforeseen additional work being required and an increase in trade quotes. Members were therefore requested to approve increased budget amounts for these projects. A copy of the Staff Report is attached and forms part of the minutes.

Resolution COW230104

Being duly moved and seconded that it be recommended to Council that the Municipality approve up to an additional \$10,000 for GL 01-27190-003 *Recreation Ctr – Maintenance* and up to an additional \$75,000 to GL 01-28224-030 *Public Work Building*, both being funded by the general operating budget or, if needed, the operating reserve.

Motion carried unanimously.

DRAFT ALTERNATIVE VOTING BY-LAW

It was agreed that this matter be referred to a future meeting.

CERTIFICATE OF RECOGNITION POLICY

At the request of the Warden, it was agreed by members that this matter be removed from the agenda.

Councillor El-Jakl left the meeting at 9:39 p.m.

NSFM UPDATE

In advance to the meeting members were provided with a NSFM Monday Memo Summary Sheet covering the period December 6, 2022 to January 16, 2023.

AGENDA ITEMS FOR FUTURE MEETINGS

No items were brought forward.

ADJOURNMENT

The meeting was adjourned at 9:40 p.m.

Chair

Secretary for the Meeting



Yarmouth Region Medical Professional Recruitment Partnership

PROJECT UPDATE

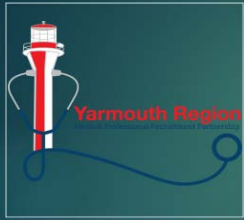
Medical contacts

2019-2022

- ▶ 1092 conference contacts
- ▶ 113 medical students
- ▶ 40 medical residents
- ▶ 26 locums
- ▶ 21 site visits

2022-2025 projection

- ▶ + 25% =273 more true conference connections
- ▶ +9 /year =140
- ▶ +3 / year = 49
- ▶ Locums and site visits are beyond our ability to increase



Yarmouth Region Medical Professional Recruitment Partnership

PROJECT UPDATE

Medical contacts

Conferences attended 9
Conference contact 365
Residents 40
Locums 26
Medical students 113
Site visits 25
Credit Union Place: Students 50
& Locums 29
Recruitment agency
relationships 20
Recruitment / Retention Events
20

Recruitment Funnel

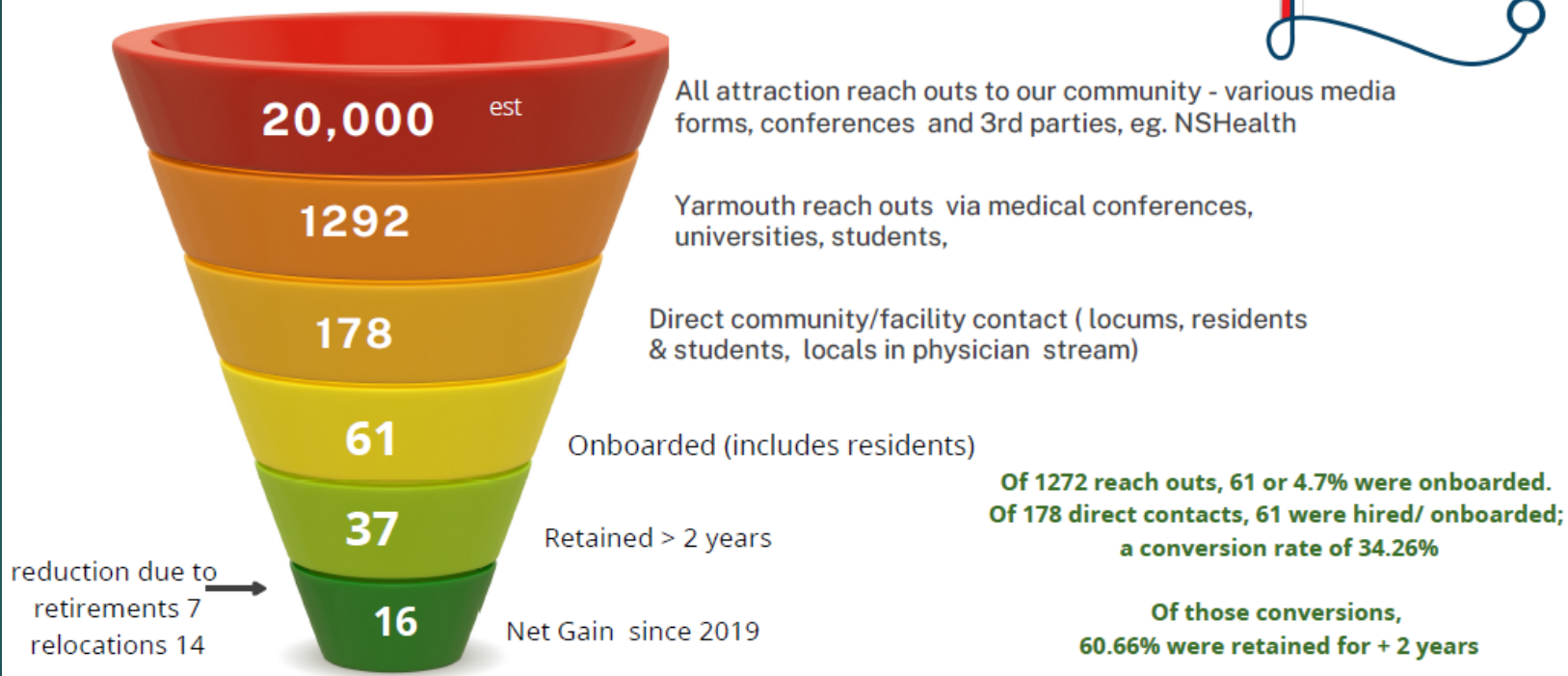
20,000 + all media attractions
1292 Yarmouth reach outs –
conferences, universities,
students
178 direct community/facility
contacts to locums, residents,
students
61 onboarded physicians –
conversion rate of 34.26 %
37 retained >2 years
Net gain +16 physicians

Goals 2022-2025

Increases of 25% across the board in our controllables

25% advertising streams 5 becomes 7
25% new agency relationships 20 becomes
25
25% conferences attended 9 becomes 11
25% conference contacts 364/yr becomes
455/year
25% medical students contacts 113
becomes 141
25% conversion rate 34.26 becomes 42.83

6 layer recruitment funnel



Community Navigator Financials

<i>Calendar Years</i>	2019	2020	2021	2022 Jan - Oct	Total	Budget
Yarmouth Hospital Foundation	\$ 50,000.00	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00	\$ 150,000.00	\$ 150,000.00
Government Funding						
Province of Nova Scotia	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00		\$ 75,000.00	\$ 75,000.00
Town of Yarmouth	\$ 23,666.00	\$ 20,000.00	\$ 20,000.00		\$ 63,666.00	\$ 63,666.00
Municipality of Argyle	\$ 23,666.00	\$ 20,000.00	\$ 20,000.00		\$ 63,666.00	\$ 63,666.00
Municipality of the District of Yarmouth	\$ 23,666.00	\$ 20,000.00	\$ 20,000.00		\$ 63,666.00	\$ 63,666.00
Municipality of Barrington	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00		\$ 30,000.00	\$ 30,000.00
Total Government Funding						
DeSutter Investments	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33		\$ 9,999.99	\$ 9,999.99
Chamber Contribution	\$ 7,156.11	\$ 5,000.00	\$ 5,000.00		\$ 17,156.11	\$ 15,000.00
Misc (DNS, NSH & Others)	\$ 6,231.32	\$ 3,813.12	\$ 9,469.61		\$ 19,514.05	\$ 45,000.00
Total Revenue Available	\$ 172,718.76	\$ 157,146.45	\$ 137,802.94		\$ 467,668.15	\$ 515,997.99
Expenses						
Wages	\$ 18,092.56	\$ 61,300.34	\$ 61,568.95	\$ 54,757.76	\$ 195,719.61	\$ 195,000.00
Administration, Travel, Office	\$ 1,656.99	\$ 3,450.97	\$ 17,732.87	\$ 2,406.32	\$ 25,247.15	\$ 99,999.00
Retention	\$ 5,935.80	\$ 10,880.86	\$ 7,034.95	\$ 5,141.49	\$ 28,993.10	\$ 60,000.00
Conferences	\$ 16,247.51	\$ 2,432.39	\$ 6,085.52	\$ 22,261.95	\$ 47,027.37	\$ 60,000.00
Hospitality	\$ 3,512.98	\$ 18,539.97	\$ 20,450.21	\$ 10,987.32	\$ 53,490.48	\$ 45,000.00
Marketing	\$ 3,408.05	\$ 2,434.14	\$ 12,037.36	\$ 3,138.42	\$ 21,017.97	\$ 45,000.00
Total Expenses	\$ 48,853.89	\$ 99,038.67	\$ 124,909.86	\$ 98,693.26	\$ 371,495.68	\$ 504,999.00
					\$ 96,172.47	

*TOY,MODA,MODY 2019 contribution also includes support to attend our first conference before the official start of this project

Community Navigator Project

2023 - 2025 Renewal Budget

	2023 Jan - Mar	2023	2024	2025	Total
Estimated 2022 YE Cash	\$ 55,000.00				\$ 55,000.00
Yarmouth Hospital Foundation		\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 150,000.00
Government Funding					
Province of Nova Scotia		\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 90,000.00
Town of Yarmouth		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 75,000.00
Municipality of Argyle		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 75,000.00
Municipality of the District of Yarmouth		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 75,000.00
Municipality of Barrington		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 30,000.00
Total Government Funding					
DeSutter Investments		\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 9,999.99
Chamber Contribution		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00
Misc (DNS, NSH & Others)		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 30,000.00
Total Revenue Available	\$ 55,000.00	\$ 183,333.33	\$ 183,333.33	\$ 183,333.33	\$ 604,999.99
<hr/>					
Expenses					
Wages	\$ 17,500.00	\$ 52,500.00	\$ 72,500.00	\$ 74,500.00	\$ 217,000.00
Administration, Travel, Office	\$ 6,500.00	\$ 21,000.00	\$ 27,500.00	\$ 28,000.00	\$ 83,000.00
Retention	\$ 6,000.00	\$ 17,500.00	\$ 23,500.00	\$ 24,000.00	\$ 71,000.00
Conferences	\$ 15,000.00	\$ 25,000.00	\$ 40,000.00	\$ 40,000.00	\$ 120,000.00
Hospitality	\$ 5,000.00	\$ 12,000.00	\$ 20,000.00	\$ 20,000.00	\$ 57,000.00
Marketing	\$ 5,000.00	\$ 12,000.00	\$ 20,000.00	\$ 20,000.00	\$ 57,000.00
Total Expenses	\$ 55,000.00	\$ 140,000.00	\$ 203,500.00	\$ 206,500.00	\$ 605,000.00



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FORM "A"
TO BE COMPLETED BY ANYONE
WISHING TO ADDRESS COUNCIL OR COMMITTEE OF THE WHOLE COUNCIL

Names of individuals making the presentation:

Kerry Muise - President of Yarmouth + Area Chamber of Commerce

Points to be made:

- Request for future + continued funding for Position of Community Navigator for Doctor Recruitment

Purpose and any requests that may be forthcoming from the presentation:

- Doctor Recruitment

Please attach a copy of your written or power point presentation.

Time requested for presentation:

15 minutes



30 minutes

Kerry Muise
Signature

Print Name: Kerry Muise

Mailing Address: 784 Salmonwood Rd

Phone Number: 902-746-3580

E-mail address: kerrymunro@eastlink.ca

Will you require a projector and computer for your presentation? No

NOTE: Individuals or groups making presentations are required to address their comments and questions to the Chair of the Meeting only. No decision will be made at the same meeting as your presentation.



**2022-2023 Financial Report
Summary
December 31, 2022**

Type	Group Type	Section	22/23 Budget	22/23 YTD Budget	Actuals Dec 31, 2022	YTD Variance	
Revenue	Property & Other Taxes	Business Property	301,259	221,550	483,523	261,973	
		Health Services - Sewer	345,835	345,835	345,917	82	
		Taxes	6,212,392	6,212,392	6,208,983	- 3,409	
	Property & Other Taxes Total			6,859,486	6,779,777	7,038,423	258,646
	Grants in Lieu of Taxes	Federal Government	47,500	47,500	47,371	- 129	
		Provincial Government	100,256	2,448	2,759	311	
	Grants in Lieu of Taxes Total			147,756	49,948	50,130	182
	Services to Other Governmer	Services to Other Governments	132,492	111,332	153,708	42,376	
	Services to Other Governments Total			132,492	111,332	153,708	42,376
	Sale of Services	General Government Services	136,200	114,647	137,011	22,364	
		Municipal Arena	112,900	64,492	75,584	11,092	
		Recreation Programs	93,325	67,867	58,088	- 9,779	
		Swimming Pool	17,600	17,600	15,741	- 1,859	
	Sale of Services Total			360,025	264,606	286,424	21,818
	Other Revenue	Admin Revenue	23,500	18,991	28,750	9,759	
		Interest on Investments	17,000	12,753	27,765	15,012	
		Interest on Taxes	145,000	108,747	100,280	- 8,467	
		Licenses and Permits	39,950	29,961	33,972	4,011	
		Rentals	53,317	31,899	36,015	4,116	
		Wind Turbine Revenue	65,000	48,753	32,236	- 16,517	
	Other Revenue Total			343,767	251,104	259,018	7,914
	Unconditional Transfers	Provincial Government	190,535	113,499	113,502	3	
	Unconditional Transfers Total			190,535	113,499	113,502	3
Conditional Transfers	Federal Government	2,478,200	180,700	208,299	27,599		
	Provincial Government	248,833	107,733	123,677	15,944		
Conditional Transfers Total			2,727,033	288,433	331,976	43,543	
Other Transfers	Debenture Receipts	870,000	-	-	-		
	Other	-	-	-	-		
	Special Reserve Fund	1,527,000	-	-	-		
Other Transfers Total			2,397,000	-	-	-	
Revenue Total			13,158,094	7,858,699	8,233,181	374,482	



**2022-2023 Financial Report
Summary
December 31, 2022**

Type	Group Type	Section	22/23 Budget	22/23 YTD Budget	Actuals Dec 31, 2022	YTD Variance
Expense	General Government Service	Financial Management	21,000	15,750	17,068	1,318
		General Administrative	797,465	610,609	668,652	58,043
		Legislative	150,540	110,254	105,392	- 4,862
		Other General Government	87,050	81,675	80,073	- 1,602
		Property Services	365,675	271,195	305,312	34,117
		Taxation	296,982	244,388	234,320	- 10,068
		General Government Services Total		1,718,712	1,333,871	1,410,817
	Protective Services	Building Inspection Services	143,635	105,344	98,857	- 6,487
		By-Law Enforcement	7,000	5,631	5,100	- 531
		EMO	14,902	12,975	10,956	- 2,019
		Fire Services Coordinator	79,008	57,940	59,430	1,490
		Law Enforcement	9,000	6,750	6,344	- 406
		Police Protection	1,222,457	917,842	924,692	6,850
	Protective Services Total		1,476,002	1,106,482	1,105,379	- 1,103
	Transportation Services	Community Clean-up Program	20,000	20,000	9,078	- 10,922
		Road Transportation	97,500	77,063	68,266	- 8,797
		Street Lighting	162,500	121,878	122,294	416
	Transportation Services Total		280,000	218,941	199,637	- 19,304
	Environmental Health	Landfill	284,543	223,847	203,571	- 20,276
		Sewage Collection and Disposal	6,200	4,653	2,102	- 2,551
		Sewage System - Barrington	200,814	150,068	143,562	- 6,506
		Sewage System - Woods Harbour	105,814	78,824	68,417	- 10,407
		Sewer System - Sherose Island	27,000	20,250	9,000	- 11,250
		Solid Waste Management	835,000	638,200	649,626	11,426
	Environmental Health Total		1,459,371	1,115,842	1,076,278	- 39,564
	Public Health and Welfare	Housing	39,000	29,250	29,250	-
		Public Health	103,000	43,497	44,321	824
Public Health and Welfare Total		142,000	72,747	73,571	824	
Environmental Development	Community Development	4,176	3,923	3,177	- 746	
	Planning Advisory Committee	45,000	22,500	24,054	1,554	
	Regional Enterprise Network	39,000	39,000	40,442	1,442	
	Senior Services Coordinator	120,561	94,719	118,195	23,476	
	Tourism and Community	140,273	87,966	80,306	- 7,660	



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**2022-2023 Financial Report
Summary
December 31, 2022**

Type	Group Type	Section	22/23 Budget	22/23 YTD Budget	Actuals Dec 31, 2022	YTD Variance
Expense	Environmental Development	Tourism and Community Development	-	-	-	-
		Visitor Information Centre	23,594	17,444	27,124	9,680
		Wind Turbine Generator	22,500	16,875	16,758	-
	Environmental Development Total		395,104	282,427	310,056	27,629
	Recreation and Cultural	Arena Canteen	-	-	-	-
		CED Centre/Library	26,700	19,452	26,132	6,680
		Curling Club	15,800	11,853	23,428	11,575
		Learning Centre	-	-	-	-
		MPAL	64,158	47,070	46,350	-
		Municipal Arena	350,833	229,790	254,011	24,221
		Municipal Swimming Pool	69,143	69,143	54,015	-
		Recreation Centre	-	-	-	-
		Recreation Department	88,406	64,831	65,326	495
		Recreation Facilities	111,000	99,553	88,369	-
		Recreation Programs	144,125	115,005	103,124	-
		Summer Staff	57,340	57,340	61,094	3,754
	Western County Regional Library	53,900	53,900	53,600	-	
	Recreation and Cultural Total		981,405	767,937	775,449	7,512
	Education	Education	1,445,000	1,083,753	1,068,366	-
	Education Total		1,445,000	1,083,753	1,068,366	-
Financing	Debt Charges	30,000	30,000	30,000	-	
	Transfers to Own Reserves	5,230,500	1,356,500	1,390,626	34,126	
Financing Total		5,260,500	1,386,500	1,420,626	34,126	
Expense Total		13,158,094	7,368,500	7,440,179	71,679	
Grand Total		-	490,199	793,002	302,803	



STAFF REPORT

SUBMITTED BY: Chris Frotten

DATE: January 16, 2023

SUBJECT: Recreation Centre Maintenance and Property Services Building Budgets

ORIGIN

The maintenance budget of the recreation centre and the budget of the new property services building will both exceed their allocated amounts over my approval threshold. Therefore, we are requesting Council's approval for these budgets.

BACKGROUND

N/A

DISCUSSION

Recreation Centre

Earlier this year, I noted that a condition assessment of the Recreation Centre performed by Eastpoint Engineering in October 2021 identified water damage to interior components including habited areas' floors and ceilings requiring immediate attention to maintain public safety. I also noted that they recommended that we address water ingress and resultant interior finishes deficiencies as a minimum before allowing the public to use the Recreation Centre.

Over the past few months, we've been attempting to repair what we can at minimal cost, but in December, we hit a more serious issue. The outside wall of the section between the two halls is in very poor condition. You'll see in the photos attached that there is substantial water and even fire damage and most of the wood is rotted. Last year, we expected this section may cost us around \$2,000 to repair, but we now expect it to cost between \$8,000-\$10,000 to repair. We've already spent roughly \$5,700 in the maintenance budget so with this work, we will likely be around \$7,500 over budget.

Please note that I have already approved for the work to begin as the only other options were to close the washrooms and get portable toilets or close the recreation centre completely. On the positive side, we will now have washrooms that are accessible and gender neutral.

Property Services Building

Over the past year and a half, our new Property Services building on Sherose Island has been under construction. We are now on the home stretch with finish work being done inside and the installation of the man doors scheduled. Our original budget for the project was \$275,000. We budgeted that amount in our capital budget last year but only spent \$200,000, so we budgeted the remaining \$75,000 this year.

Unfortunately, a number of the trade quotes we received were 2 years old and the actual cost on some of the work has ended up being higher than expected. At present, we are at approximately \$100,000 in expenses related to that project with another \$15,000-\$20,000 left. That means we will likely be between \$40,000 and \$45,000 over budget on the project. This is obviously not what I wanted to happen, but the project has not changed from its original conception, it's that labour and material costs have sky rocketed.

BUDGET IMPLICATIONS

Recreation Centre Maintenance

The recreation centre maintenance budget was increased in 2022/2023 to \$10,000 as a result of a condition assessment completed in October 2021 and in anticipation of larger repairs and maintenance being needed to keep it open until a new centre would be built. That said, the recent issue with the middle section of the building that will require repairs that could amount to \$8,000-\$10,000, will put this budget over.

Property Services Building

The initial budget of our property services building was \$275,000, broken down as follows:

- \$65,000 - Steel Building & Insulation
- \$60,000 - Installation
- \$29,000 - Cement Work
- \$45,000 - Plumbing & Electrical
- \$75,000 - Other (windows, walls, heating, groundwork, fencing)

At this time, we've spent approximately \$317,000 on the building, broken down as follows:

- \$159,291 - Steel Building, Insulation & installation
- \$47,762 - Cement Work
- \$34,265 - Plumbing & Electrical
- \$76,586 - Other (windows, walls, heating, groundwork, fencing)

LEGAL IMPLICATIONS

N/A

PUBLIC CONSULTATION/COMMUNICATIONS

N/A

RECOMMENDATION

Based on the need for the renovations and completing the property services building properly, it is recommended to approve these additional funds.

SUGGESTED MOTION

Move to recommend to Council to approve up to an additional \$10,000 for GL *01-27190-003 Recreation Ctr – Maintenance* and up to an additional \$75,000 to GL *01-28224-030 Public Work Building*, both being funded by the general operating budget or, if needed, the operating reserve.

ALTERNATIVES

- Use the capital reserve to cover the additional funds.

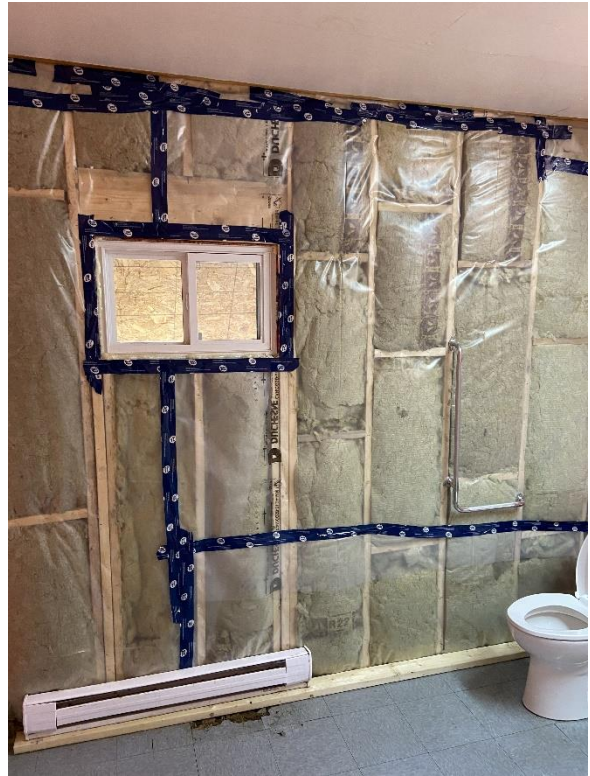
ATTACHMENTS

- Photos

Recreation Centre Before & After









Property Services Building

