MUNICIPALITY OF THE DISTRICT OF ARGYLE
COMMITTEE OF THE WHOLE MEETING
Thursday, February 27, 2018
Tusket, NS 6:30 p.m.

Present: Deputy Warden Danny Muise; Councillors Calvin d’Entremont, Nicole Albright, Roderick Murphy Jr., Guy Surette, Lucien LeBlanc, Kathy Bourque and Glenn Diggdon; Chief Administrative Officer Alain Muise and Municipal Clerk Chris Frotten.

Regrets: Warden Richard Donaldson.

The Committee of the Whole Meeting was called to order at 6:34 p.m. by Deputy Warden Danny Muise.

Agenda:
On a motion by Kathy Bourque and seconded by Nicole Albright, the agenda was approved as circulated.
Motion Carried

Conflict of Interest Declaration:
Deputy Warden Danny Muise asked for any declarations of conflict of interest from the floor.

None declared.

Presentations
Municipal Alcohol Project Advisory Group - Larry Phillips
Mr. Larry Phillips, Prevention & Health Promotion Coordinator with the Nova Scotia Health Authority, and Loren Cushing, Councillor of the Municipality of the District of Yarmouth, were in attendance to make a presentation to Council regarding developing a community action plan for Yarmouth County to reduce the harms from substance use.

Mr. Phillips introduced the project by explaining the background of the Municipal Alcohol Project and its partners, provided statistics on the use of substances in 2015 and elaborated on their associated harms. He explained the principles and values of developing a plan, the process of implementing it, its priority action areas and concluded with their next steps.

Council asked questions regarding the creation of by-laws and policies at the municipal level, its precedence over Provincial laws, the enforcement of such by-laws and policies and the regulation of cannabis edibles.

Presentation Attached (18022701)

Council Priorities Progress Report
Deputy Warden Muise presented the progress of Council’s priorities. CAO Muise updated Council on the higher than anticipated cost estimates received from the architects
and the work in the coming weeks to review those estimates and make associated decisions before going to tender.

**Financial Report**
CAO Muise presented a summary of the financial position and summarized the financial report at January 31, 2018 which was indicating an anticipated surplus at fiscal year-end. He reminded Council of the financial contribution to the Mariners Centre for the new Zamboni which took place in February and which would reduce the surplus. He noted that a variety of positive variances in the revenues; specifically, the deed transfer tax, and in the expenditures of general government services, airport operations, dangerous or unsightly, recreation and the Tusket Courthouse & Archives which resulted in the anticipated surplus of $177,207.

It is moved by Guy Surette and seconded by Calvin d’Entremont to accept the unaudited Financial Report at January 31, 2018. 
*Motion carried (8 in favour, 0 against)*

**Financial Report Attached (18022702)**

**Strategic Priority Topics**

**Council Priority Agreement Scores**
CAO Muise presented the agreement scores based on the *Idea Rating Sheet* activity performed at the Council Priority Establishing Workshop on February 22, 2018. He reviewed the projects which received higher rankings and would be discussed further and also those that received lower rankings.

Council discussed the lower rankings of the Yarmouth Airport and the Municipal Strategic Plan Refresh and their thought processes behind their decisions. They also discussed in great length the management services being provided to the Yarmouth Airport by the CAO and their concerns regarding the length of his services and his current substantial workload at the time.

**Airport Management Services**
CAO Muise outlined his recommendations of the rate per month for the municipality’s managerial services of the Airport.

It is moved by Glenn Diggdon and seconded by Kathy Bourque that Council endorse 2018-19 management services for the airport at a rate of $4,000 per month plus HST plus applicable expenses incurred, pending approval from the Airport Board, and that the Municipality provide 60 days of notice for termination of the services. 
*Motion carried (8 in favour, 0 against)*

**For Decision**

**Relief of Taxes and Interest Request**
CAO Muise presented a request to relieve the tax and interest on a property which was sold at the most recent tax sale in which the starting bid had been reduced.
It is moved by Guy Surette and seconded by Lucien LeBlanc to approve the relief of taxes and interest in the amount of $7,732.25. 

*Motion Carried (8 in favour, 0 against)*

**Award - RFP #MODA025 - Staff Fleet Expansion**

Director of Public Works Hans Pfeil reviewed the outcome of the tender for the expansion of the municipal fleet. He outlined the evaluation criteria and point system used and presented the results and his recommendation to Council.

It is moved by Guy Surette and seconded by Lucien LeBlanc that Council award tender #MODA025, Staff Fleet Expansion, to Tusket Ford for a 2018 Ford F-150 XL, Double Cab, for a total price of $31,391.50 (net HST excluded) and Bruce Auto Group – Middleton for a 2018 Chevrolet Silverado 1500, Double Crew Cab, for a total price of $23,925.00 (net HST excluded) for a total tender price of $55,316.50 (net HST excluded). 

*Motion Carried (8 in favour, 0 against)*

**Award - RFP #MODA026 - Mobile Dewatering System – Supply and Training**

Director of Public Works Hans Pfeil reviewed the outcome of the tender for supply and training of a mobile dewatering system. He explained the evaluation process and point system used and presented the results and his recommendation to Council.

Council questioned Director Pfeil on the warranty of the recommended vehicle, its productivity during the winter months and the potential requirement to store it during those months.

It is moved by Lucien LeBlanc and seconded by Roderick Murphy Jr. that Council award tender #MODA026, Mobile Dewatering System – Supply and Training, to ABCO Industries Limited for a Total Tender Price of $370,000.00 (net HST excluded). 

*Motion Carried (8 in favour, 0 against)*

**Domtex Payment In Excess Of Budget**

CAO Muise explained the request which was based on the final project costs of the demolition of the Domtex building and its associated financial requirements.

It is moved by Guy Surette and seconded by Kathy Bourque that the CAO be authorized to pay the $169,416 grant to the Industrial Commission, which is in excess of the budget, and that the funds be taken from the Operating Reserve.

*Motion Carried (8 in favour, 0 against)*

**Other Business**

**Fire Inspector Services**

CAO Muise reviewed his memo to Council regarding Fire Inspector Services.

No action was requested by Council.

**Municipality of Argyle Financial Condition Indicators**

CAO Muise summarized the municipality’s financial condition indicators prepared by the Province. He explained that the Municipality found itself with 12 green indicators and 1
yellow indicator out of 13 total indicators. He noted that it represented a solid position of the Municipality’s financial situation.

**Provincial Ban on Single Use Plastic Bags**
A letter from Mr. Gus Green, the General Manager of Waste Check, regarding a provincial ban on single use plastic bags was discussed by Council. Mr. Green was requesting a decision on whether the Municipality supported a provincial ban on the use of plastic bags. It was the consensus of Council to receive a presentation on this topic before making a decision.

**Correspondence and for Information**
**Waste Check January 2018 Financials**
The January 2018 financials of Waste Check were circulated to Council for their information. No action was requested by Council.

**Waste Check Board Meeting - Minutes of February 12, 2018**
The minutes of the Waste Check Board Meeting of February 12, 2018 were circulated to Council for their information. No action was requested by Council.

**Revision of Municipality of Argyle MPS & LUB**
A memo from the District Planning Commission regarding the revision of the Municipality’s Municipal Planning Strategy and Land Use By-Law was circulated to Council for their information. No action was requested by Council.

**Bay of Fundy Sea Kayak Symposium - 2017 Final Report**
The final report on the 2017 Bay of Fundy Sea Kayak Symposium was circulated to Council for their information. No action was requested by Council.

**Financial Information Return & Statement of Estimates**
A confirmation of the Municipality’s Provincial financial reporting was circulated to Council for their information. No action was requested by Council.

**5-year Building Permit Comparisons**
A 5-year building permit comparison was circulated to Council for their information. No action was requested by Council.

**Mariners Centre 2017 Annual Report**
The Mariners Centre 2017 annual report was circulated to Council for their information. No action was requested by Council.

**WREN CEO Report of February 13, 2018**
The WREN CEO’s report of February 13, 2018 was circulated to Council for their information. No action was requested by Council.

**Financial Requests**
**Community Grants**
Pubnico Area Lions Club
A letter from the Pubnico Area Lions Club requesting a Community Grant of $500 to help with the cost of organizing their annual cooking demonstration fundraiser was circulated to Council.

It is moved by Kathy Bourque and seconded by Calvin d’Entremont to give a Community Grant of $500 to the Pubnico Area Lions Club to help with the cost of organizing their annual cooking demonstration fundraiser.

*Motion Carried (8 in favour, 0 against)*

St. Peter's Parish Cemetery
A letter from the St. Peter's Parish Cemetery requesting a Community Grant of $500 to help with the upkeep of the cemetery was circulated to Council.

It is moved by Glenn Diggdon and seconded by Calvin d'Entremont to give a Community Grant of $500 to the St. Peter's Parish Cemetery to help with the upkeep of the cemetery.

*Motion Carried (8 in favour, 0 against)*

Agenda Topics for Next Meeting/Notice of Motion
None.

Question Period
None.

In Camera
It is moved by Kathy Bourque and seconded by Glenn Diggdon to recess the Regular Council Meeting and go In-Camera to discuss Contract Negotiations and Litigation or Potential Litigation.

*Motion Carried (8 in favour, 0 against)*

It is moved by Richard Donaldson and seconded by Kathy Bourque to recess the In-Camera meeting and go back to the Regular Council Meeting.

*Motion Carried (8 in favour, 0 against)*

It is moved by Glenn Diggdon and seconded by Kathy Bourque to approve the policy on the trust fund disbursement of the Pubnico Fire Relief Fund.

*Motion Carried (8 in favour, 0 against)*

It is moved by Glenn Diggdon and seconded by Kathy Bourque to approve the transfer, in trust, of $295,159.59, from the Pubnico Fire Relief Fund to Pink Star Barro and disburse the funds as per the approved policy.

*Motion Carried (8 in favour, 0 against)*

There being no further business, it is moved by Roderick Murphy Jr. and seconded by Guy Surette to adjourn the Committee of the Whole meeting at 9:21 p.m.
Recorder
Chris Frotten

Date Approved:  

Chairman/Deputy Warden  

Alain Muise, Chief Administrative Officer  