

April 1, 2019

The Municipal Council for the Municipality of the County of Pictou met in the Council Chambers of the Municipal Administration Building on Monday, April 1, 2019 at 7:00 p.m.

PRESENT

Dist.	1	Clr. Don Butler
	2	Clr. Deborah Wadden
	3	Clr. Darla MacKeil
	4	Clr. Ronald Baillie
	5	Deputy Warden Murray
	6	Warden Robert Parker
	7	Clr. David Parker
	9	Clr. Peter Boyles
	10	Clr. Randy Palmer
	11	Clr. Andy Thompson
	12	Clr. Chester Dewar

ABSENT

Dist.	8	Clr. Larry Turner (Illness)
-------	---	-----------------------------

IN ATTENDANCE

Donn Fraser, Solicitor, MacIntosh, MacDonnell & MacDonald
Brian Cullen, CAO/Municipal Clerk-Treasurer
Karen Cornish, Deputy Municipal Treasurer
Sueann Musick, Communications Officer
Jane Johnson, Recording Secretary

BY INVITATION

Wayne Buttle, resident from District 10 (Former Councillor, District 13)

CALL TO ORDER

Warden R. Parker called the meeting to order and requested that Councillors stand and take a moment in silence to pray or simply reflect, as may be their preference, to help Council focus and properly do the work of the Municipality.

AGENDA

It was moved by Clr. Boyles and seconded by Clr. D. Parker that the agenda be approved as circulated.

Motion carried.

MINUTES

It was moved by Clr. D. Parker and seconded by Clr. MacKeil that the minutes of March 5, 2019 be approved as circulated.

Motion carried.

RECOGNITION OF INDIVIDUALS & GROUPS – WAYNE BUTTLE (7:05 P.M.)

Clr. Palmer introduced Wayne Buttle who is one of the founding members of the District 13 Recreation & Planning Commission. The Commission was formed in 1971 because the residents of Pictou East did not have a facility that their children could go to play ringette, hockey and figure skate. Children from Pictou East were unable to join other minor hockey organizations in Pictou County so the Commission was formed. The main objectives are to promote, encourage and support recreation as well as provide suitable premises and facilities for carrying out such objectives. In 1972 the District 13 Recreation & Planning Commission ordered the steel for the arena with only \$187 in the bank and a total project cost of \$350,000. The area opened its door in 1974 and Wayne became Manager of the Ivor MacDonald Memorial Arena in 1975 in the second year of operation. He left in 1988 to start his own business. In 1980 the arena manager resigned and stated the arena could not operate under the current structure so the District 13 Recreation & Planning Commission held an emergency meeting. The Commission asked Wayne if he return as Manager, he accepted and the arena continued to thrive. This fall will mark the Ivor MacDonald Memorial Arena's 45th anniversary and Wayne has been the manager for 41 of those years. As the manager he has been able to keep the arena operating costs in the black which is not an easy task to do. Over the past 45 years the arena went through many changes in order to keep up with the times and Wayne was responsible for these changes. Just to mention a few, replacement of wooden boards with plastic, installed glass around the arena, added new compressors to the plant room and in 1996 an addition was added to the arena. The 30 x 100 addition included a new main entrance, male and female washrooms, 2 large dressing rooms, furnace room and a games room. This work was done by Wayne, an arena employee and summer students. Also in 1996 in order to reduce energy costs he got an outdoor wood furnace donated and the arena started to burn wood to heat the new addition as well as the other dressing rooms and the annex. He would later add a second outdoor furnace to heat the hot water to clean the ice as well as the Zamboni and minor hockey figure skating rooms. The arena burns between 50 to 60 cords of wood a winter and Wayne handles most of the wood himself. Burning wood is one of the major factors that contributes to the arena running in the black. From 2002 to 2009 Wayne was responsible for the arena getting a major overhaul, replacing of the roof, a new inside ceiling, a Zamboni, replacement of major ice plant equipment and a new viewing area from the annex just to mention a few. In 2015 Wayne saw the need for additional dressing rooms due to the increase in the number of females playing hockey in Thorburn so he converted the games room into 2 large female dressing rooms. The arena employs 4 seasonal workers including Wayne. For many years Wayne has loaned money to the arena so that he could pay the bills until outstanding accounts were paid. There are not too many people who would do this but he did it because of the children. It is all because of the children that he has been so dedicated to the arena for so many years. District 13 Recreation & Planning Commission also built the Thorburn Ball Park in 1985 and Wayne was involved in building and maintaining this facility. Wayne was also a County Councillor who represented the residents of District 13 from 1991 to 1997. Clr. Palmer informed Council that he got involved with the Commission in 1986 and for the past 33 years Wayne and he had many battles, some very heated but in the end no matter the outcome they always remained friends. He and many others know the Ivor MacDonald Arena would not exist today if it was not for Wayne Buttle. On behalf of District 13 Recreation & Planning Commission, all the residents of Pictou East, the Municipality of the County of Pictou and the children he would like to thank Wayne for all his hard work and commitment to the Ivor MacDonald Memorial Arena and the community of Pictou East.

Warden R. Parker and Clr. Palmer presented Wayne Buttle with a certificate of recognition on behalf of the Municipality.

COMMUNITY ANNOUNCEMENTS

- April 6th Dist. 9 Hillside Community Society, Yard sale and BBQ on Main Street in Trenton across from the Town Hall from 8 am to 4 pm.
- April 6th Dist. 1 Maple Syrup Pancake Brunch in Kenzieville, 9 am to 2 pm.
- May 12th Dist. 7 Mother's Day, Millbrook, Turkey Dinner for 2 session at 4 and 6 pm.
- April 14th Dist. 2 Little Harbour Fire Department Pancake & Sausage Breakfast at the Little Harbour Community Center, 11 am to 2 pm.
- April 6th Scotsburn Fire Hall annual Exhibition Breakfast, 11 am to 2 pm.
- April 14th Municipality Celebration 140th anniversary, Admin. Building, 1 to 3 pm.

PROPERTY SERVICES COMMITTEE REPORT

Clr. Thompson presented the report of the Property Services Committee as follows:

PROPERTY SERVICES COMMITTEE REPORT

For information purposes the Property Services Committee submits the following report on the activities of the Committee for the month of March:

1. Reviewed the reports of the Building Inspector, By-Law/Dog Control Officer and Warden for the month of February.
2. Reviewed the status of on-going projects. Construction on the MacLellan's Brook Watermain Replacement is scheduled to resume on April 8th. The former Linacy School structure has been demolished. Application of topsoil and hydroseeding will take place as weather permits.
3. Received correspondence from Transportation & Infrastructure Renewal addressing access issues from Hwy 104 in the Broadway and Barney's River areas.
4. Considered a staff recommendation for a GSA boundary adjustment in District 3. The property owner making this request has two civic addresses (one in Caribou River and one in Waterside) and would like the boundary adjusted so that both civics are in Caribou River. (Resolution to follow)

DATED at Pictou, NS this 1st day of April, 2019.

(Sgd.) Andy Thompson
Chester Dewar

MOTION

It was moved by Clr. Thompson and seconded by Clr. Dewar that the preceding report be adopted as presented.

Motion carried.

FINANCIAL SERVICES COMMITTEE REPORT

Clr. D. Parker presented the report of the Financial Services Committee as follows:

FINANCIAL SERVICES COMMITTEE REPORT

For information purposes the Financial Services Committee submits the following report on the activities of the Committee for the month of March:

1. Observed a moment of silence and reflection on the devastating loss of lives due to the crash of an Ethiopian Airlines plane, and the loss of life at 2 mosques in New Zealand.
2. Reviewed the list of Accounts Paid for the month of February.
3. Reviewed the reports of the Recreation Coordinator and Communications Officer.
4. Considered several applications for financial assistance. (Resolution to follow)
5. Selected award recipients for the upcoming Volunteer Banquet.
6. Considered a staff recommendation for a tax write off. (Resolution to follow)

- 7 Received correspondence from the Town of Shelburne for information purposes.
8. Agreed to host a reception on April 14th celebrating the 140th anniversary of the incorporation of the Municipality.
9. Requested that the Planning Advisory Committee undertake a review of the Wind Energy Land-Use By-Law.

DATED at Pictou, N.S. this 1st day of April, 2019.

(Sgd.) David Parker
Ronald Baillie

MOTION

It was moved by Clr. D. Parker and seconded by Clr. Baillie that the preceding report be adopted as presented.

Motion carried.

REPORT – INTERNATIONAL WOMEN'S DAY

Clr. MacKeil reported that she had attended a luncheon on March 8th hosted on by Pictou County's Women's' Resource & Sexual Assault Center. It was a beautiful celebration that included a smudging ceremony from Tanya Francis as well as a beautiful song by Ms. Francis and her daughter. They had music played on the violin by Carolyn Boutler and a New Glasgow Academy Choir performance. They also had remarks by Shelly Curtis-Thompson, Executive Director of the Centre, as well as the guest speaker Rania Almethyb who spoke about her journey from Syria to Canada. It was a wonderful celebration and a great afternoon.

REPORT – VALLEY VIEW VILLA BOARD

Clr. Butler reported that High Crest Solutions is the organization which administers Valley View Villa. The Board entered into a ten year contract with them in April, 2017 and they are committed to achieving sustainability in five years. They recently reported to our Board on operations for the calendar year of 2018.

This represents the second year of their contract services with a dedicated focus of implementing the transition plan adopted by the Board of Directors in April 2017. Throughout the year measurable improvements in all aspects of the organization's governance, administration and finance have been achieved.

For the calendar year of 2018 the financial performance of Valley View Villa (including Havenbrook Manor) has improved by \$520,000 from the previous year. In fact since September 2018 the organization has been reporting a positive debt ratio.

With the process achieved this year and the emerging trends High Crest Solutions remains confident that the operational and financial improvements will continue at Valley View Villa. These outcomes are essential elements for Valley View Villa as they move towards the realization of accreditation goals.

High Crest Solutions is now embarking upon a one year strategic planning process which will involve all stakeholders. Once completed it will be an important building block in bringing Valley View Villa closer to being accredited.

Clr. Boyles pointed out that a Palliative Care Room was also added to the Villa.
Clr. Dewar informed Council all new windows have been installed at the Villa.

REPORT – MAP COMMITTEE

Clr. Wadden reported that the MAP committee met on March 14th. The discussion this month was primarily based on Vaping and the harms associated with this relatively new activity and the impact it is having on Youth. Vaping itself was originally designed to help curb addiction to nicotine and smoking but the marketing tools have created a very serious problem especially with youth. It is made to look cool to Vape with many different flavors and styles to choose from and even using cannabis additives. What we are finding is that youth who would not smoke cigarettes because of all the education they received on the health impacts from tobacco are now vaping as they have been led to believe it is a safe alternative without the risk of addiction. But we are quickly learning there are many health risks associated with vaping.

We are continuing to try and collect data on the harms from alcohol, cannabis and vaping. Cannabis edible products will be legal in May of this year so that will be discussed more in-depth at this month's meeting. Content, labelling, packaging, advertisement and where these products will be sold and consumed will be part of our discussions. The added pressures cannabis has put on our already stressed health care system will undoubtedly be increased with the legalization of the edible products.

REPORT – PARL

Clr. Wadden reported that there was a presentation on the status of the one card system for libraries across Nova Scotia. The province has stepped up to help bring this idea to a reality. Currently the Halifax Library is not included in this proposal but once it is set up and initiated Halifax will be brought on board. Primarily this was due to Halifax already being on the computer system and all of the libraries will be upgraded as well. It is recommended that all libraries cards be replaced with common one card Nova Scotia branding but with a regional library identifier and a web URL. This will assist in updating their user information, helping read out multiple user registrations and prepare the public for a new approach to equitable library service. We discussed the new funding formula from the province and finally they are seeing the light at the end of the tunnel on this issue. This formula would not begin until the fiscal year 2020/21. Although it shows an increase in municipal contributions this is not the case for this region as our municipal units currently pay more than what the increase is. It would mean should the Board decide there will be no municipal increase for the life of the formula. This new formula will provide stability and predictability in funding for all libraries that undertake strategic planning. It will help funding challenges for rural population decline, rising operation costs and change in the roles of libraries in communities. This formula should be re-evaluated in 5 years. Our fund raising "dining among the stacks" was a huge success and this event was sold out and raised approximately \$4,000. Clr. Wadden pointed out that this was one event she attended that was a delight to be there. The food and entertainment along with the silent auction made for a very successful event and she thought it would become an annual event. Staff worked diligently to make this event a success it was.

RESOLUTION – GSA BOUNDARY ADJUSTMENT

Clr. MacKeil presented a resolution to Council as follows:

RESOLUTION

WHEREAS the Municipal Council for the Municipality of the County of Pictou has adopted a policy with respect to General Service Area boundaries to provide for a standardized means of setting community boundaries;

WHEREAS the Municipality, the Nova Scotia Geomatics Centre or the Emergency Management Office of Nova Scotia may initiate a change to an existing GSA where it is felt that the adjustment to the boundary will enhance and/or improve efficiencies of emergency responder service;

WHEREAS the Municipality's Civic Address Coordinator recommends a change of boundary affecting Property Identification Number (PID) 65002651 and PID # 65002654 which are currently located in the Waterside GSA so as to include both properties in the Caribou River GSA;

WHEREAS the Property Services Committee agrees that the boundary change is warranted;

THEREFORE BE IT RESOLVED by the Municipal Council for the Municipality of the County of Pictou that Council approve a change in the GSA boundary for aforementioned PID numbers, moving it from the Waterside GSA to the Caribou River GSA, in accordance with the Municipality's General Service Area Boundaries Policy.

DATED at Pictou, NS this 1st day of April, 2019.

(Sgd.) Darla MacKeil
Ronald Baillie

MOTION

It was moved by Clr. MacKeil and seconded by Clr. Baillie that the preceding resolution be adopted as presented.

Motion carried.

RESOLUTION – MUNICIPAL GRANTS

Clr. Palmer presented a resolution to Council as follows:

RESOLUTION

BE IT RESOLVED by the Municipal Council for the Municipality of the County of Pictou that Council approve the payment of the following Municipal Grants:

Municipal Services:

D10 Thorburn Fire Department	\$ 3,000.00	Extension of Deadline to spent Grant Amount to Mar. 31/20
------------------------------	-------------	---

Council

Autism Pictou County	\$ 2,500.00	"Walk for Autism" Donation
EPRH – Together Forever	2,500.00	Alumni Event Hosting Expenses
Warm Hearts Reserve)	7,500.00	Refugee Settlement Exp. (Gen. Op.
North Nova Education Ctr. Expenses	2,000.00	5 Bursaries @ \$200 ea + Grad.
Northumberland Reg. High. School Expenses	<u>2,000.00</u>	5 Bursaries @ \$200 ea + Grad.

\$ 16,500.00

Pictou Co. Trails Association	\$ 20,000.00	Extension of Deadline to spend final Installment on Trail Development
-------------------------------	--------------	---

DATED at Pictou, N.S. this 1st day of April, 2019.

(Sgd.) Clr. Palmer
Andy Thompson

MOTION

It was moved by Clr. Palmer and seconded by Clr. Thompson that the preceding resolution be adopted as presented.
Motion carried.

RESOLUTION – TAX WRITE-OFF

Clr. Dewar presented a resolution to Council as follows:

RESOLUTION

BE IT RESOLVED by the Municipal Council for the Municipality of the County of Pictou that Council approve the following write-off on taxes, the same having been reviewed and approved by the Financial Services Committee:

<u>ACCOUNT #</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>	<u>REASON</u>
10586690	Robert Marshall Clan Association	\$ 105.84	Property incorrectly assessed in Municipality & will be assessed in the Town of Westville going forward

DATED at Pictou, N.S. this 1st day of April, 2019.

(Sgd.) Chester Dewar
Andy Thompson

MOTION

It was moved by Clr. Dewar and seconded by Clr. Thompson that the preceding resolution be adopted as presented.

Clr. D. Parker reported this portion of property was part of the original property that Robert Marshall was granted when he first arrived in Pictou County. He was also responsible for bringing the first Presbyterian minister to this County and he has many descendants in his District. This has been an ongoing issue so the Marshall Clan will be happy the taxes will be written-off and the issue resolved.

Motion carried.

PRELIMINARY DRAFT OF MUNICIPAL GRANTS POLICY

The CAO informed Council that as part of the strategic planning session held in December 2017 and reconfirmed business session in January 2018, Council requested a review of the Municipal Council Grants Policy so he researched a number of policies and best practices across Canada. The CAO presented a Power Point Presentation as follows:

Municipal Council Grants

April 1, 2019

Grant Review

- ▶ As part of the strategic planning session held in December 2017 and reconfirmed at the Business Session in January 2018, Council requested a review of our policy.
- ▶ Review
 - ▶ Researched policies and practices from across Canada
 - ▶ Cities, Rural and Towns
 - ▶ Reviewed our current policy
 - ▶ What works well
 - ▶ What needs or could be improved

Authority

- ▶ Governing Provincial Legislation generally establishes who and where a council can direct funding.
- ▶ Section 65 of the Municipal Government Act defines the powers to expend funds.

Section 65 Amendments

- ▶ Section 65 is currently structured to provide a list of items that council can spend money on (permissive)
- ▶ Amendments introduced
- ▶ 65A (1) Subject to subsections (2) to (4), the municipality may only spend money for municipal purposes if
 - ▶ (a) the expenditure is included in the municipality's operating budget or capital budget or is otherwise authorized by the municipality;
 - ▶ (b) the expenditure is in respect of an emergency under the Emergency Management Act; or
 - ▶ (c) the expenditure is legally required to be paid.

Section 65 Amendments

- ▶ 65B The council shall establish procedures to authorize and verify expenditures that are not included in an operating budget or capital budget.
- ▶ 65C (1) The council shall adopt a policy that requires the municipality to disclose to the public a list of recipients of grants made by the municipality and the amounts of those grants.
- ▶ (2) A policy adopted under subsection (1) must include the
 - ▶ (a) frequency and timing of disclosure;
 - ▶ (b) content to be included in a disclosure; and
 - ▶ (c) form in which the disclosure must be made.
- ▶ (3) A policy adopted under subsection (1) may include any other matter that the council considers necessary or advisable to carry out effectively the intent and purpose of the policy.

Eligibility

- ▶ Charitable Organizations
- ▶ Global community service organizations (VON)
- ▶ Membership based not for profit organizations (sports clubs and associations)
- ▶ Community based organizations (halls, sports groups, recreation groups and social groups)
- ▶ **Organizations that have agreements in place with Council will be processed through budget process not the grants policy. (MOU w/ deCoste)**

Types of Assistance

- ▶ Annual Operating
- ▶ Community Recreation Program
- ▶ Major Recreation Capital
- ▶ Community Recreation Capital
- ▶ Community Event
- ▶ Canada Day/Remembrance Day
- ▶ Youth Travel/ Athlete Travel
- ▶ Community Economic Development
- ▶ Sponsorship
- ▶ Leadership Training

Council Programs

Annual Operating	Community Recreation Program	Major Recreation Capital	Community Recreation Capital	Community Events	Canada Day Remembrance Day	Youth Travel	Community Economic Development	Sponsorship	Leadership
Limit to 50 percent of total budget	Council established grant amount	Projects of \$10,000 or more up to a maximum of 50 percent	Projects of less than \$10,000 up to a maximum of \$1,000-2,500	Projects are eligible for up to 1/3 of project costs to a maximum established by Council (\$20,000)	Projects are eligible for 75 percent of event up to a maximum \$1000-1200	Typically a per participant amount	Limit to 50 percent of total budget with a maximum amount established by Council.	Below threshold amounts approved by staff; committee approval above	Limit to 50 percent of training opportunity to maximum of \$300
Council Grants	Section 4(j)	Council Grants	Section 4(i)	Council Grants	Council Grants	Section 4(h)	Council Grant	Council Grant	

Conclusions

- ▶ The current municipal grants program is generally consistent with other programs across Canada.
 - ▶ Subject to the overall framework of provincial legislation.
- ▶ The current policy has some provisions that are unique to our municipality and work well for us

Key Components

- ▶ All policies reviewed had a firm deadline to apply for funding.
 - ▶ Some exceptions were applied to Youth Travel, sponsorship and leadership
- ▶ Financial Accountability
 - ▶ Requirements for the groups to report back on how money is spent
 - ▶ Some exceptions for amounts below a certain financial commitment
- ▶ Evaluation Process
 - ▶ Clear criteria to justify the decisions that are recommended

Next Steps

- ▶ April 2019 Financial Services Committee
 - ▶ Introduction of draft policy
 - ▶ Policy will include some current elements of existing policy
 - ▶ Introduction of some of the key findings from review for debate and consideration
 - ▶ Approval
 - ▶ Implementation
 - ▶ Required phase-in of some of the provisions of the new policy

Clr. D. Parker referred to Municipal Services Grants and asked if they were going to be affected. The CAO replied that he may establish the Municipal Services Grants as a separate policy.

Clr. D. Parker pointed out that there are no hard and firm guidelines for Municipal Services Grants.

Warden R. Parker noted that Council can set up guidelines but over the years there has never been any agreement on what those guidelines should be.

Clr. Boyles asked if the fire departments will be included and the CAO responded that will be a decision of Council.

Clr. Boyles pointed out the Linacy Fire Hall is also used for a community hall and the CAO replied that he agreed but who makes the decision on who benefits will be a Council decision.

Clr. Wadden referred to the Amendment Section 65 and asked for clarification and the CAO explained that once the budget is established Council can move money around.

AD HOC ENERGY COMMITTEE MEETINGS

Clr. Boyles reported that the Ad Hoc Energy Committee has done nothing to date and the Chair does not want to call meetings for some reason. We have a good committee with a lot of knowledge that really want to do something but they do not know what is going on with this committee. The summer is coming and the Chair does not want to hold meetings in the summer. He suggested that there should be a new Chair who does not mind meeting during the summer. The dates were picked for the same time every month and that did not work. Clr. Boyles commented that he signed up for this Committee because it was something he was interested in and the Committee is going to need an extension at this point to fulfill its mandate.

Clr. Thompson reported that he brought this issue forward and there was no mandate initially but a lot of background work has been done on policy. This is a key piece of the Committee's work that we can bring to Council to see if can be supported. At the January session this Committee is a priority and now the background work has been done. If any Committee members have ideas they can email him but to date he has never received any phone calls. Clr. Thompson expressed his opinion that he should not be subjected to any complaints in a public forum from his Council colleagues who should be showing some level of respect for the process and people on the Committee. He explained that a number of presenters

could not make meetings because of the weather and related travel, adding that we have to let our staff work on these priorities. We have a framework for the PACE Program but we have to give staff the time to do the work and avoid bring up issues of criticism in public meetings.

EMERGENCY RESOLUTIONS

There were no emergency resolutions.

REFERRALS TO COMMITTEES & NOTICES OF MOTION

There were no referrals to Committees & Notices of Motion.

ADJOURN

It was moved by Clr. Palmer and seconded by Clr. D. Parker that the meeting adjourn.
Motion carried. (8:25 p.m.)

Robert Parker
Warden

Brian Cullen
Municipal Clerk