

**Municipality of the District of St. Mary's
Regular Meeting
Monday September 9th, 2013**

MEETING, DATE & TIME:

The regular meeting of the St. Mary's Municipal Council was called to order on September 9th, 2013 at 7:00 pm in the Community Board Room, Sherbrooke, NS.

ATTENDING:

Warden David Clark
Deputy Warden Michael Mosher
Councillor Jacqueline Dort
Councillor Everett G. Baker
Councillor Peggy Kaiser-Kirk
Councillor Debbie Findlay
Adam Rodgers, Solicitor

ABSENT:

Councillor Kevin Pye

ALSO IN ATTENDANCE:

David Gillis, Municipal Clerk
Marian Fraser, Finance Officer/Deputy Clerk
Jody Cook, Administrative Assistant

APPROVAL OF AGENDA AND ANY ADDITIONS:

ON MOTION OF COUNCILLOR DORT AND SECONDED BY COUNCILLOR BAKER COUNCIL APPROVED AGENDA WITH THE FOLLOWING ADDITIONS TO CORRESPONDENCE 9F. THANK YOU FROM SHOOTERS ASSOCIATION AND 9G. LETTER FROM SHERBROOKE RESIDENT REGARDING MOTION CARRIED

APPROVAL OF MINUTES:

ON MOTION OF COUNCILLOR KASIER-KIRK AND SECONDED BY COUNCILLOR DORT COUNCIL APPROVED MINUTES FROM REGULAR MEETING HELD ON JULY 8, 2013 MOTION CARRIED.

ON MOTION OF COUNCILLOR DORT AND SECONDED BY DEPUTY WARDEN MOSHER COUNCIL APPROVED MINUTES FROM SPECIAL COUNCIL MEETING HELD ON JULY 23, 2013 MOTION CARRIED

ON MOTION OF COUNCILLOR FINDLAY AND SECONDED BY DEPUTY WARDEN MOSHER COUNCIL APPROVED MINUTES FROM SPECIAL COUNCIL MEETING HELD ON JULY 29, 2013 MOTION CARRIED

Business arising:

- Marie Joseph Community Centre sale has closed; funds will be distributed by end week
- Reports and Rate schedules to be attached to minutes when on website for references
- Monthly update via emails provided to council from water utility and building permit update

- Letter was received from Registry of Deeds in Guysborough stating thank you for the interest but returning archive files to Sherbrooke was not something they are willing to do due to the availability to the records online.
- Nothing official has been corresponded in regards to the school project.

New Business:

- a. Approval of Audited Financial Statements

**ON MOTION OF COUNCILLOR FINDLAY AND SECONDED BY COUNCILLOR BAKER COUNCIL APPROVED AUDITED FINANCIAL STATEMENTS AS PRESENTED
MOTION CARRIED**

- Finance Officer reviewed Summary sheet

ON MOTION OF COUNCILLOR DORT AND SECONDED BY DEPUTY WARDEN MOSHER COUNCIL APPROVED THE 5 YEAR CAPITAL INVESTMENT PLAN FOR YEARS 2013/2014 to 2017/18

Discussion regarding the Port Bickerton Sewer Project; must remain in plan even though not moving forward

MOTION CARRIED

- b. Recreation – Zumba Class

Councillor Kaiser-Kirk declared conflict of interest as she is a Zumba instructor and left the meeting

ON MOTION OF COUNCILLOR BAKER AND SECONDED BY COUNCILLOR FINDLAY, COUNCIL MOVED TO IN CAMERA SESSION

ON MOTION OF COUNCILLOR DORT, COUNCIL RECONVENED TO REGULAR SESSION

Councillor Kaiser-Kirk returned to meeting

- c. New Building Update – Change Orders

- I. CCO#14 – to provide Flood light. Consensus was not to go ahead at this time
- II. CCo#15 – to add two additional security system keypads and wire to security panel. Consensus not to go ahead with Change Order and Subcontract afterwards
- III. Projector is required before Grand Opening – discussion on the 2 quotes provided; recommendation to receive additional quotes
- IV. Building Sign required before Grand Opening; discussion – Christa to review and bring more ideas/ quotes back to council
- V. Monetary hold back remains in place until binders are given to staff

- d. Janitor Hire –

Councillor Dort declared conflict of interest due to connection with candidate and left the meeting.

Warden Clark stated Councillor Dort was not part of the hiring process

ON MOTION OF COUNCILLOR KAISER-KIRK AND SECONDED BY COUNCILLOR BAKER THAT COUNCIL HIRE ELLEN HARPELL FOR THE JANITORIAL POSITION

MOTION CARRIED

Councillor Dort returned to meeting

- e. Recplex Manager - Rate of pay

ON MOTION COUNCILLOR FINDLAY AND SECONDED BY COUNCILLOR DORT THAT COUNCIL APPROVE THE PAY FOR RECPLX MANAGER AT A RATE OF \$50/DAY, 7 DAYS PER WEEK IN ADDITION TO REGULAR HOURLY RATE

Warden Clark mentioned he thanked the previous refrigeration plant operator for his tenure and contribution to the Recplex

MOTION CARRIED

- f. Dates for next Committee of the Whole
 - First and third Wednesday of each month; 18th of September starting at 9am
 - Regular meeting of council move to Monday Oct 7th due to Holiday

- g. Dates for 6 months personnel review
 - Committee of Deputy Warden Mosher, Councillor Findlay and Councillor Baker to meet with the employees on Oct 9th starting at 9am

Opening of Tenders

- a. Surplus Trailer – Municipal Clerk opened the 5 tenders received:
 1. \$3,300 – Clem Fleet
 2. \$6,000 - Archibald Dairy
 3. \$5,000 - Atlantic Supermarket Contractors
 4. \$3,267 – Russel MacLellan
 5. \$4,400 – Eastern Sanitation

Discussion was held on condition of trailer

ON MOTION OF COUNCILLOR DORT AND SECONDED BY COUNCILLOR KAISER-KIRK, COUNCIL AWARDED TENDER TO ARHIABLD DAIRY AT BID OF \$6,000, AND IF NOT ACCEPTED, OFFER TENDER TO SECONDED HIGHEST BID OF \$5,000; ATLANTIC SUPERMARKT CONTRACTORS.

MOTION CARRIED

- b. 16 Main Street Property – Municipal Clerk opened the 1 tender received:
 1. \$60,000 – Terry Dwyer, Wreck Hunter includes development plan for Ship Wreck museum, diving school and rental shop businesses. It was agreed that the plan was well thought out, natural to this area and innovative. Building access and parking, building condition, and timelines were discussed.

ON MOTION OF COUNCILLOR FINDLAY AND SECONDED BY COUNCILLOR BAKER COUNCIL ACCEPTED THE RFP FROM TERRY DWYER IN GENERAL SUBJECT TO FINALIZING A MORE CONSCISE AGREEMENT

Discussion; council would like to meet Mr. Dwyer. Solicitor will draft agreement and forward to council for additional suggestions and move forward. Municipal Clerk will contact Mr. Dwyer.

MOTION CARRIED

Correspondence

- a. UNSM – Standard Life Pension Plan –discussed, only change is the cost and administrator
- b. Service Nova Scotia – Change of Municipal Advisor to Paul Wills
- c. UNSM Regional Meeting – info provided via email
- d. UNSM Fall Conference - Councillors to inform Clerk who will attend
- e. Guysborough Early Years Committee – Housing Services
- f. John Day – thank you letter was received for grant to organization
- g. Letter from Anne Stone re sidewalks and possible funding from ACOA

Old Business

- a. Dry Hydrants Update – the approvals got stalled at Department of Environment, now is too late for this year.
- b. Unsightly Premises –Letter received from Peter Avery, Building Inspector regarding his findings

of specific properties in Port Bickerton
**ON MOTION OF COUNCILLOR KASIER-KIRK AND SECONDED BY COUNCILLOR DORT, COUNCIL
MOVE TO GO AHEAD WITH MR. AVERY'S RECOMMENDATIONS**
Discussion - Councillor Kaiser-Kirk reviewed the recommendations
MOTION CARRIED

Reports

a. Community Development – Transit Feasibility

**ON MOTION OF COUNCILLOR KAISER-KIRK AND SECONDED BY COUNCILLOR BAKER, COUNCIL TO
MOVE FORWARD WITH RFP FOR FEASIBILITY STUDY**
MOTION CARRIED

b. Finance Officer Update

- Update was provided to councillors prior to meeting
- Recommended that Council meet with Recplex Manager regarding work to be done at recplex
**ON MOTION OF DEPUTY WARDEN MOSHER AND SECONDED BY COUNCILLOR FINDLAY, COUNCIL
APPROVED FINANCIAL REPORT AS PRESENTED**
MOTION CARRIED

Solicitor Report

- Composed the annual letter to Auditors

ADJOURNMENT:

ON MOTION OF COUNCILLOR DORT, MEETING WAS ADJOURNED AT 9:36PM

Approved By:

Recorded By:

Warden Clark

Administrative Assistant